

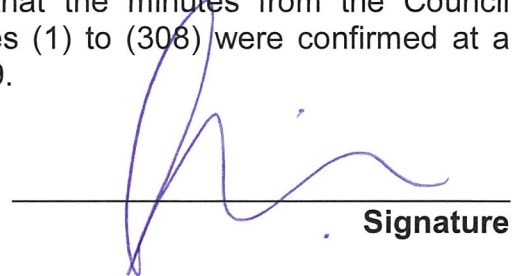


MINUTES

CERTIFICATION OF CONFIRMATION OF COUNCIL MEETING MINUTES

21 February 2019

I, Cr David McDonnell, hereby certify that the minutes from the Council Meeting held on 21 February 2019 pages (1) to (308) were confirmed at a meeting of Council held on 21 March 2019.



Signature

Cr David McDonnell
Person presiding at Meeting



MINUTES

Ordinary Meeting of Council

21 February 2019

ORDINARY MEETING OF COUNCIL

MINUTES

21 February 2019

(REF: D2019/00720)

An Ordinary Meeting of Council was held at the EMRC Administration Office, 1st Floor, 226 Great Eastern Highway, BELMONT WA 6104 on **Thursday, 21 February 2019**. The meeting commenced at **6:00pm**.

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1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

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

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

Councillor Attendance

Cr David McDonnell (Chairman)	EMRC Member	City of Swan
Cr Dylan O'Connor (Deputy Chairman)	EMRC Member	City of Kalamunda
Cr Melissa Mykytiuk	EMRC Member	Town of Bassendean
Cr Jai Wilson	EMRC Member	Town of Bassendean
Cr Barry McKenna	EMRC Member	City of Bayswater
Cr Sally Palmer	EMRC Member	City of Bayswater
Cr Janet Powell	EMRC Member	City of Belmont
Cr Steve Wolff	EMRC Member	City of Belmont
Cr Geoff Stallard	EMRC Member	City of Kalamunda
Cr John Daw	EMRC Member	Shire of Mundaring
Cr David Lavell	EMRC Member	Shire of Mundaring
Cr Adam Kovalevs	EMRC Member	City of Swan

EMRC Officers

Mrs Wendy Harris	Acting Chief Executive Officer
Mr Hua Jer Liew	Director Corporate Services
Mr Steve Fitzpatrick	Director Waste Services
Ms Theresa Eckstein	Executive Assistant to Chief Executive Officer
Mrs Annie Hughes-d'Aeth	Personal Assistant to Director Corporate Services (Minutes)

EMRC Observers

Mr David Ameduri	Manager Financial Services
Mr Richard Whitehead	Communications Coordinator

Observer(s)

Cr Kathryn Hamilton	EMRC Deputy Member	Town of Bassendean
Cr Filomena Piffaretti	EMRC Deputy Member	City of Bayswater
Cr Cameron Blair	EMRC Deputy Member	City of Kalamunda
Cr Ian Johnson	EMRC Deputy Member	City of Swan
Cr Catherine Ehrhardt	Councillor	City of Bayswater
Cr Giorgia Johnson	Councillor	City of Bayswater
Mr Andrew Brien	Chief Executive Officer	City of Bayswater
Mr John Christie	Chief Executive Officer	City of Belmont
Ms Rhonda Hardy	Chief Executive Officer	City of Kalamunda
Mr Alan Sheridan	Director Infrastructure Services	City of Belmont

Visitor(s)

Mr Jason Pugh	Chief Executive Officer	New Energy Corporation Pty Ltd
Mr Edward Nicholas	Executive Director	Tribe Infrastructure Group
Mr Rajan Aggarwal	Associate Director	Tribe Infrastructure Group
Ms Lisa Lough	Managing Director	Catalyse



3 DISCLOSURE OF INTERESTS

3.1 CR BARRY MCKENNA – INTEREST AFFECTING IMPARTIALITY

Item: 15.4 Investment Committee Minutes – Item 14.1
 Subject: Review of The Management of Investment Policy
 Nature of Interest: Chairman of Bayswater Community Financial Services – Bendigo Bank.

3.2 WENDY HARRIS – ACTING CHIEF EXECUTIVE OFFICER – FINANCIAL INTEREST

Item: 15.4 Investment Committee Minutes – Item 14.1
 Subject: Review of The Management of Investment Policy
 Nature of Interest: Board Member of Gingin Districts Community Financial Services (Bendigo Bank).

3.3 HUA JER LIEW – DIRECTOR CORPORATE SERVICES – FINANCIAL INTEREST

Item: 15.4 Investment Committee Minutes – Item 14.1
 Subject: Review of The Management of Investment Policy
 Nature of Interest: Officer has direct financial interest due to direct ownership of banking shares as well as indirect interest through superannuation funds. Officer has declared these in his Annual Return.

4 ANNOUNCEMENTS BY THE CHAIRMAN OR PRESIDING MEMBER WITHOUT DISCUSSION

4.1. SUSTAINABLE DEVELOPMENT GOALS

A Sustainability Framework report on research conducted at the City of Perth has been compiled and presented by WALGA.

The Report included the Sustainability Development Goals, developed by the United Nations in May 2015, across 193 countries, including Australia, all of whom pledged to take action and report against the goals.

The EMRC was identified in the Report as a leading Local Government agency through our efforts to embed the Sustainability Development Goals into our Environmental Strategy, which was a great acknowledgement.

The Chairman on behalf of Council congratulated the EMRC staff with special mention to the Manager Environmental Services, Ms Joanne Woodbridge.

4.2. COMMITTEES ELECTIONS

The Chairman announced that during February 2019 the Investment Committee held its first meeting since the local government elections in 2017. At the meeting the following members were elected as Chairman and Deputy Chairman:

Cr Jai Wilson, Town of Bassendean and Cr David Lavell, Shire of Mundaring were elected Chairman and Deputy Chairman respectively.

The Chairman congratulated and thanked the committee members.

4.3. EMRC ANNUAL REPORT 2017/18

The EMRC received a letter from the Minister for Water; Fisheries; Forestry; Innovation and ICT; Science, Hon. Dave Kelly congratulating the EMRC on implementing the Water Quality and Conservation Program as outlined in its annual report, to promote water efficiency and quality, which would ensure a sustainable water future for the region.

The Chairman on behalf of Council congratulated the Manager Environmental Services, Ms Joanne Woodbridge and her team.



Item 4 continued

4.4 CHANGE OF ORDER OF BUSINESS

The Chairman advised that there would be a change to the Order of Business to allow the Confidential Items to be dealt after Item 8 Petitions, Deputations and Presentations as there are external people in attendance to answer technical questions relating to the confidential reports.

5 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

6 PUBLIC QUESTION TIME

6.1 QUESTION FROM CR GIORGIA JOHNSON

Question: Information Bulletin page 50 – can the Climate Change Risks and Risk rationalisations document issued to the City of Belmont be provided to the City of Bayswater?

Response: *The Acting CEO advised that she would provide a copy to the City of Bayswater.*

7 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

8 PETITIONS, DEPUTATIONS AND PRESENTATIONS

Ms Lisa Lough, Managing Director from Catalyse, provided a presentation on the outcomes of the EMRC's 2018 Biennial Stakeholder Perception Survey. Discussion ensued.

Cr Piffaretti entered the meeting at 6:10pm.

The Chairman thanked Ms Lough for the time and effort that went into the survey and for presenting the results.

Ms Lough and Mr Whitehead departed the meeting at 6:26pm.



9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

9.1 MINUTES OF SPECIAL MEETING OF COUNCIL HELD ON 29 NOVEMBER 2018

That the minutes of the Special Meeting of Council held on 29 November 2018 which have been distributed, be confirmed.

COUNCIL RESOLUTION

MOVED CR STALLARD SECONDED CR KOVALEVS

THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 29 NOVEMBER 2018 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.

CARRIED UNANIMOUSLY

9.2 MINUTES OF ORDINARY MEETING OF COUNCIL HELD ON 6 DECEMBER 2018

That the minutes of the Ordinary Meeting of Council held on 6 December 2018 which have been distributed, be confirmed.

COUNCIL RESOLUTION

MOVED CR STALLARD SECONDED CR DAW

THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 6 DECEMBER 2018 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 McKenna enquired if Standing Orders could be suspended during Item 17 Members' Motions of Which Previous Notice Has Been Given so as to allow Cr Piffaretti to speak to the two motions before Council.

The Chairman advised that this was not necessary as he would invite Cr Piffaretti to outline her rationale if Council indulges the request.



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 UPDATE ON THE REVIEW OF THE ESTABLISHMENT AGREEMENT OF THE EMRC
- 12.2 DRAFT MEMORANDUM OF UNDERSTANDING – RENEWABLE ENERGY POWER PURCHASE AGREEMENT
- 12.3 RESOURCE RECOVERY FACILITY UPDATE
- 12.4 NEW PROJECT – LIQUID WASTE PROJECT, RED HILL WASTE MANAGEMENT FACILITY

13 BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING

Nil



14 REPORTS OF EMPLOYEES

QUESTIONS

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

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).

COUNCIL RESOLUTION(S)

MOVED CR POWELL

SECONDED CR WOLFF

THAT COUNCIL ADOPTS THE RECOMMENDATIONS IN THE REPORTS OF EMPLOYEES (SECTION 14).

CARRIED UNANIMOUSLY



14.1 LIST OF ACCOUNTS PAID DURING THE MONTHS OF NOVEMBER AND DECEMBER 2018

REFERENCE: D2019/00722

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 months of November and December 2018 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 months of November and December 2018 is provided for noting.

Recommendation(s)

That Council notes the CEO's list of accounts for November and December 2018 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 \$20,392,784.79.

SOURCE OF REPORT

Director Corporate Services

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 months of November and December 2018. A list detailing the payments made is appended as an attachment to this report.

Municipal Fund	EFT Payments	EFT40556 – EFT40926	
	Cheque Payments	220394 – 220404	
	Payroll EFT	PAY 2019-10, PAY 2019-11, PAY 2019-12 & PAY 2019-13	
	Direct Debits		
	- Superannuation	DD17854.1 – DD17854.20 DD17855.1 – DD17855.19 DD17979.1 – DD17979.19 DD17980.1 – DD17980.14 & DD17981.1 – DD17981.11	
	- Bank Charges	1*NOV18 & 1*DEC18	
	- Other	1420 – 1448	\$20,691,967.00
	Less		
	Cancelled EFT & Cheques	EFT's 40862 - 40894	(\$299,182.21)
Trust Fund	Not Applicable		Nil
Total			\$20,392,784.79

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 contained within the report.

SUSTAINABILITY IMPLICATIONS

Nil



Item 14.1 continued

MEMBER COUNCIL IMPLICATIONS

Member Council	Implication Details
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 months of November and December 2018 (Ref: D2019/02620)

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION(S)

That Council notes the CEO's list of accounts for November and December 2018 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 \$20,392,784.79.

COUNCIL RESOLUTION(S)

MOVED CR POWELL

SECONDED CR WOLFF

THAT COUNCIL NOTES THE CEO'S LIST OF ACCOUNTS FOR NOVEMBER AND DECEMBER 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 \$20,392,784.79.

CARRIED UNANIMOUSLY



Eastern Metropolitan Regional Council

**CEO's DELEGATED PAYMENTS LIST
FOR THE MONTHS OF NOVEMBER AND DECEMBER 2018**

Cheque / No	EFT Date	Payee	Description	Amount
EFT40556	01/11/2018	ACCESS INDUSTRIAL TYRES PTY LTD	TYRE REPAIRS	297.00
EFT40557	01/11/2018	ADT SECURITY	SECURITY MONITORING & REPAIR	512.52
EFT40558	01/11/2018	ADVANCED NATIONAL SERVICES PTY LTD	CLEANING SERVICES & CONSUMABLES -ASCOT PLACE	2,682.78
EFT40559	01/11/2018	AIR FILTER DRY CLEAN SYSTEMS WA	PLANT PARTS MAINTENANCE & SERVICE	1,425.73
EFT40560	01/11/2018	ALCOLIZER PTY LTD	SIX-MONTHLY CALIBRATION OF BREATH ANALYSERS & PURCHASE OF BREATH TESTER FOR HAZELMERE	861.30
EFT40561	01/11/2018	ALL RUBBER TMH PTY LTD	HARDWARE SUPPLIES	594.00
EFT40562	01/11/2018	ALLIGHTSYKES PTY LTD	SERVICE AGREEMENT - BACKUP GENERATOR AT RED HILL	87.33
EFT40563	01/11/2018	ALLWEST PLANT HIRE	EQUIPMENT HIRE	7,152.82
EFT40564	01/11/2018	ARMAGUARD (LINFOX ARMAGUARD PTY LTD)	COURIER SERVICE	445.72
EFT40565	01/11/2018	AUSTRALIAN ASSOCIATION FOR ENVIRONMENTAL EDUCATION	ANNUAL MEMBERSHIP RENEWAL	250.00
EFT40566	01/11/2018	AUSTRALIAN LABORATORY SERVICES PTY LTD (ALS)	LABORATORY TESTING ON WOODCHIPS	88.00
EFT40567	01/11/2018	AUTOSWEEP WA (LAMBERT FAMILY TRUST)	SITE SWEEPING - HAZELMERE	2,464.00
EFT40568	01/11/2018	BACKSAFE AUSTRALIA	EQUIPMENT PURCHASE	751.30
EFT40569	01/11/2018	BARFIELD EARTHMOVING (JAYCOURT NOMINEES P/L)	PRODUCT TRANSPORTATION COST	462.00
EFT40570	01/11/2018	BELMONT - REDCLIFFE NEWSROUND	NEWSPAPERS	58.80
EFT40571	01/11/2018	BIN BATH AUSTRALIA PTY LTD	BIN CLEANING	144.76
EFT40572	01/11/2018	BLACKWOODS ATKINS	PROTECTIVE CLOTHING	107.10
EFT40573	01/11/2018	BRIGHTMARK GROUP PTY LTD	CLEANING SERVICES & CONSUMABLES	3,492.63
EFT40574	01/11/2018	BRING COURIERS	COURIER SERVICE	212.75
EFT40575	01/11/2018	BUDGET ELECTRICS	BUILDING REPAIRS & MAINTENANCE	178.75
EFT40576	01/11/2018	BUNNINGS GROUP LTD	HARDWARE SUPPLIES	56.04
EFT40577	01/11/2018	CAPITAL TRANSPORT SERVICES (WA) PTY LTD	COURIER SERVICE	1,384.73
EFT40578	01/11/2018	CARPENTRY, HOUSE AND YARD MAINTENANCE	EQUIPMENT HIRE	960.00
EFT40579	01/11/2018	CCH AUSTRALIA LTD	AUSTRALIAN MASTER TAX GUIDE	184.95
EFT40580	01/11/2018	CHEMCENTRE	LEACHATE, WATER, DUST & WOODCHIP SAMPLE MONITORING - HAZELMERE & RED HILL	3,517.91
EFT40581	01/11/2018	CITY OF BAYSWATER	STAFF HEALTH PROMOTION	297.00
EFT40582	01/11/2018	CJD EQUIPMENT PTY LTD	PLANT MAINTENANCE, PARTS & SERVICE	24,850.76
EFT40583	01/11/2018	CME BOILERMAKING PTY LTD	PARTS FOR WOODWASTE GRINDER	3,973.20
EFT40584	01/11/2018	COMPLETE PLASTIX SERVICES	OFFICE EQUIPMENT	620.40
EFT40585	01/11/2018	COMPU-STOR	IT BACKUP DATA SERVICES	660.64
EFT40586	01/11/2018	COVS PARTS PTY LTD	VEHICLE PARTS	170.33
EFT40587	01/11/2018	CPR ELECTRICAL SERVICES	RECTIFY POWER CABLE ISSUES & AIRCOND. MAINTENANCE AT HAZELMERE	6,564.80
EFT40588	01/11/2018	CROMMELINS AUSTRALIA	PLANT PARTS	4,420.00
EFT40589	01/11/2018	EASTERN HILLS SAWS & MOWERS	EQUIPMENT PURCHASE	61.20
EFT40590	01/11/2018	EFFICIENT REFRIGERATION & ENERGY SAVINGS PTY LTD	AIRCONDITIONING MAINTENANCE	770.00
EFT40591	01/11/2018	ELAN ENERGY MATRIX	TYRE DISPOSAL COSTS	417.55
EFT40592	01/11/2018	FILTERS PLUS	PLANT FILTERS	417.45
EFT40593	01/11/2018	FLEXI STAFF PTY LTD	LABOUR HIRE	17,160.53
EFT40594	01/11/2018	FLICK ANTICIMEX PTY LTD	HYGIENE SERVICES	1,724.83
EFT40595	01/11/2018	FLUID MANAGEMENT TECHNOLOGY PTY LTD	VEHICLE ACCESSORIES	544.50



Eastern Metropolitan Regional Council

 CEO's DELEGATED PAYMENTS LIST
 FOR THE MONTHS OF NOVEMBER AND DECEMBER 2018

Cheque / No	EFT Date	Payee	Description	Amount
EFT40596	01/11/2018	FRESH BOOST PTY LTD ATF BANDITS TRUST	STAFF AMENITIES	829.70
EFT40597	01/11/2018	FUJI XEROX AUSTRALIA PTY LTD	PHOTOCOPIER MAINTENANCE & SUPPLIES	1,544.25
EFT40598	01/11/2018	GREEN PROMOTIONS PTY LTD	NAME BADGES	197.67
EFT40599	01/11/2018	HEATLEY SALES PTY LTD	PROTECTIVE EQUIPMENT	1,771.18
EFT40600	01/11/2018	HERBERT SMITH FREEHILLS	QUARTERLY LEGISLATIVE REVIEW MANUAL	2,530.00
EFT40601	01/11/2018	HOSECO (WA) PTY LTD	PLANT PARTS	182.64
EFT40602	01/11/2018	HRL TECHNOLOGY GROUP PTY LTD	TRITTER SAMPLE PREPARATION FOR WWtE	2,645.50
EFT40603	01/11/2018	ILLION AUSTRALIA PTY LTD (DUN & BRADSTREET)	ONLINE CREDIT REFERENCE CHECKS	39.60
EFT40604	01/11/2018	INSTANT WEIGHT PTY LTD T/A INSTANT WEIGHING	CALIBRATION OF SCALE ON PLANT	737.00
EFT40605	01/11/2018	IPING PTY LTD	INTERNET SERVICE	1,128.80
EFT40606	01/11/2018	ISENTIA PTY LTD	MONTHLY SUBSCRIPTION - MEDIA MONITORING	1,031.25
EFT40607	01/11/2018	JCB CONSTRUCTION EQUIPMENT AUSTRALIA	PLANT SERVICE & MAINTENANCE	460.00
EFT40608	01/11/2018	JJ RICHARDS & SONS P/L	PRODUCT TRANSPORTATION COST	2,955.00
EFT40609	01/11/2018	KEWDALE CAD & DRAFTING SUPPLIES PTY LTD	STATIONERY	77.00
EFT40610	01/11/2018	KLB SYSTEMS	IT EQUIPMENT PURCHASES	3,289.00
EFT40611	01/11/2018	KONICA MINOLTA BUSINESS SOLUTIONS AUSTRALIA P/L	PHOTOCOPIER MAINTENANCE & SUPPLIES	2,049.38
EFT40612	01/11/2018	KOTT GUNNING LAWYERS	LEGAL ADVICE & CONTRACT PREPARATION	3,118.27
EFT40613	01/11/2018	LANDFILL GAS & POWER PTY LTD	ELECTRICITY CHARGES	30,840.12
EFT40614	01/11/2018	LANDMARK OPERATIONS LIMITED	PLANT PARTS	287.45
EFT40615	01/11/2018	LIEBHERR AUSTRALIA PTY LTD	PLANT SERVICE & MAINTENANCE	6,056.16
EFT40616	01/11/2018	LO-GO APPOINTMENTS	LABOUR HIRE	17,615.60
EFT40617	01/11/2018	MAIL PLUS PERTH	MAIL EXPENSES	369.60
EFT40618	01/11/2018	MAJOR MOTORS PTY LTD	PLANT PARTS	3,265.50
EFT40619	01/11/2018	MAJOR SECURITY SERVICES PTY LTD	SECURITY MONITORING	3,579.54
EFT40620	01/11/2018	MAXIPLAST	PLANT PARTS	320.32
EFT40621	01/11/2018	MIDLAND CEMENT MATERIALS	MISC PARTS FOR GRINDER	84.26
EFT40622	01/11/2018	MIDLAND TOYOTA	VEHICLE REPAIRS	1,550.68
EFT40623	01/11/2018	MIDWAY FORD (WA)	VEHICLE PURCHASE	32,537.55
EFT40624	01/11/2018	MISS MAUD	CATERING COSTS	333.30
EFT40625	01/11/2018	MUNDARING TYRE CENTRE	TYRE REPLACEMENT & REPAIRS	395.00
EFT40626	01/11/2018	MY SAFETY SUPPLY (STARWISE INVESTMENTS PTY LTD)	PROTECTIVE CLOTHING	300.08
EFT40627	01/11/2018	NEARMAP.COM	ANNUAL LICENCE RENEWAL	16,500.00
EFT40628	01/11/2018	NEVERFAIL SPRINGWATER	BOTTLED WATER	418.08
EFT40629	01/11/2018	OFFICEWORKS	STATIONERY	43.66
EFT40630	01/11/2018	ONSITE RENTALS PTY LTD	EQUIPMENT RENTAL	662.95
EFT40631	01/11/2018	OTIS ELEVATOR COMPANY PTY LTD	BUILDING MAINTENANCE & REPAIRS	1,676.10
EFT40632	01/11/2018	PIRTEK MIDLAND (M & B HYDRAULICS PTY LTD)	HYDRAULIC HOSE SUPPLIES & REPAIRS	957.03
EFT40633	01/11/2018	PR POWER PTY LTD	EQUIPMENT PURCHASE	3,325.30
EFT40634	01/11/2018	PROTECTOR FIRE SERVICES	FIRE FIGHTING EQUIPMENT INSPECTION & MAINTENANCE AT HAZELMERE	2,160.30
EFT40635	01/11/2018	PRUDENTIAL INVESTMENT SERVICES CORP P/L	INVESTMENT ADVISORY SERVICES	1,925.00

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EFT40636	01/11/2018	PUMPS UNITED PTY LTD	PUMP HIRE	2,464.00
EFT40637	01/11/2018	RADIATION PROFESSIONALS PTY LTD	RADIATION MONITORING, SAMPLING AND ANALYSIS - RED HILL	2,494.80
EFT40638	01/11/2018	REFRESH WATERS PTY LTD	BOTTLED WATER	55.00
EFT40639	01/11/2018	RELATIONSHIPS AUSTRALIA WA INC	EAP - COUNSELLING FEES	330.00
EFT40640	01/11/2018	REMONDIS AUSTRALIA PTY LTD	COLLECTION OF PAPER RECYCLABLES	465.17
EFT40641	01/11/2018	RENT A FENCE PTY LTD	HIRING COSTS - TEMPORARY FENCE FOR WWtE	3,934.56
EFT40642	01/11/2018	RUDD INDUSTRIAL AND FARM SUPPLIES	HARDWARE SUPPLIES	1,019.83
EFT40643	01/11/2018	SAFETY SIGNS SERVICE	SIGNAGE	104.94
EFT40644	01/11/2018	SETON AUSTRALIA	PROTECTIVE EQUIPMENT	217.03
EFT40645	01/11/2018	SHERRIN RENTALS PTY LTD	PLANT HIRE - TRACK LOADER	1,804.42
EFT40646	01/11/2018	SHOWCASE CATERING	CATERING COSTS	3,532.00
EFT40647	01/11/2018	SIGN SUPERMARKET	STICKERS	45.00
EFT40648	01/11/2018	SNAP BELMONT (BELSNAP PTY LTD)	PRINTING COSTS - ENVELOPS	1,892.00
EFT40649	01/11/2018	SPINELESS WONDERS	WORKSHOP PRESENTATION COST - BSFTH	555.00
EFT40650	01/11/2018	SPUDS GARDENING SERVICES	SITE REHABILITATION & WEED CONTROL - RED HILL	17,587.50
EFT40651	01/11/2018	STOTT HOARE	COMPUTER HARDWARE SUPPLIES	17,243.60
EFT40652	01/11/2018	SWAN FIRE SERVICES	SERVICE MAINTENANCE - FIRE PROTECTION SYSTEM	173.80
EFT40653	01/11/2018	TALIS CONSULTANTS	CONSULTING FEE - LICENCE ADMENDMENT APPLICATION & LEACHATE PROJECT	4,767.64
EFT40654	01/11/2018	TELSTRA CORPORATION LTD	TELEPHONE CHARGES	626.87
EFT40655	01/11/2018	TENDERLINK	ADVERTISING COSTS - TENDER	172.70
EFT40656	01/11/2018	THERMO FISHER SCIENTIFIC AUSTRALIA PTY LTD	RECALIBRATION OF EQUIPMENTS	495.00
EFT40657	01/11/2018	TIM DAVIES LANDSCAPING PTY LTD (TDL)	GARDEN MAINTENANCE ASCOT PLACE	1,004.94
EFT40658	01/11/2018	TJ DEPIAZZI & SONS	PRODUCT TRANSPORTATION COSTS	1,633.50
EFT40659	01/11/2018	TOOLMART AUSTRALIA PTY LTD	HARDWARE SUPPLIES	242.95
EFT40660	01/11/2018	TOTALLY WORKWEAR MIDLAND	PROTECTIVE CLOTHING	662.61
EFT40661	01/11/2018	TRACS	PLANT REPAIR	638.00
EFT40662	01/11/2018	TUTT BRYANT EQUIPMENT (BT EQUIPMENT PTY LTD)	PLANT PARTS	1,352.45
EFT40663	01/11/2018	VERTICAL TELECOM WA PTY LTD (VERTEL)	EQUIPMENT REPAIRS	394.50
EFT40664	01/11/2018	VISY RECYCLING	RECYCLING COSTS	133.36
EFT40665	01/11/2018	VOLICH WASTE CONTRACTORS PTY LTD	BULK BIN HIRE	44.00
EFT40666	01/11/2018	WA BROILER GROWERS ASSOCIATION (INC)	REFUND OF PAYMENT GUARANTEE	8,704.85
EFT40667	01/11/2018	WA RECYCLING PTY LTD	SUPPLY OF SUB-BASE TO HRRP	1,079.97
EFT40668	01/11/2018	WATERLOGIC AUSTRALIA PTY LTD	EQUIPMENT RENTAL	519.31
EFT40669	01/11/2018	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	STAFF TRAINING	650.00
EFT40670	01/11/2018	WESTERN MAZE T/A WESTERN EDUCTING SERVICE	DUST EXTRACTION UNIT MAINTENANCE - GRINDER	610.50
EFT40671	01/11/2018	WESTERN TREE RECYCLERS	PLANT HIRE - HAZELMERE	7,128.00
EFT40672	01/11/2018	WINC AUSTRALIA PTY LTD	STATIONERY & CONSUMABLES	1,492.43
EFT40673	01/11/2018	WREN OIL	WASTE OIL REMOVAL	16.50
EFT40674	01/11/2018	WURTH AUSTRALIA PTY LTD	PROTECTIVE CLOTHING	187.45
EFT40675	01/11/2018	CJD EQUIPMENT PTY LTD	PURCHASE OF WHEEL LOADER	489,500.00



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EFT40676	02/11/2018	AUSTRALIA POST - ASCOT PLACE	POSTAL CHARGES	423.83
EFT40677	02/11/2018	SWAN FIRE SERVICES	SERVICE MAINTENANCE - FIRE PROTECTION SYSTEM	179.30
EFT40678	02/11/2018	QUEENWEST TIMBER SUPPLIES	PADDLES FOR WOODWASTE GRINDER	456.50
EFT40679	06/11/2018	FUJI XEROX AUSTRALIA PTY LTD	PHOTOCOPIER MAINTENANCE & SUPPLIES	125.11
EFT40680	06/11/2018	KONE BUILDING DOORS - A DIV OF KONE ELEVATORS PTY LTD	MAINTENANCE - ASCOT PLACE GARAGE DOOR	107.78
EFT40681	06/11/2018	PAYG PAYMENTS	PAYG TAXATION PAYMENT	60,694.95
EFT40682	07/11/2018	CABCHARGE	ADMIN FEE	6.00
EFT40683	07/11/2018	KLB SYSTEMS	IBM MAINTENANCE CONTRACT	5,610.00
EFT40684	09/11/2018	AUSTRALIAN INSTITUTE OF MANAGEMENT - AIM	STAFF TRAINING	992.00
EFT40685	09/11/2018	NORTHAM'S AVON DESCENT ASSOCIATION	SPONSORSHIP AGREEMENT	2,200.00
EFT40686	09/11/2018	ONSITE RENTALS PTY LTD	EQUIPMENT RENTAL	655.66
EFT40687	09/11/2018	TELSTRA CORPORATION LTD	TELEPHONE CHARGES	343.77
EFT40688	13/11/2018	AIMEE KONTOR	STAFF REIMBURSEMENT	128.56
EFT40689	13/11/2018	CPA AUSTRALIA	STAFF TRAINING	1,840.00
EFT40690	13/11/2018	MOTORCHARGE PTY LTD	FLEET FUEL PURCHASES	3,378.18
EFT40691	13/11/2018	TELSTRA CORPORATION LTD	TELEPHONE CHARGES	320.29
EFT40692	13/11/2018	YOGA BY LAUREN CATALANO	STAFF HEALTH PROMOTION	360.00
EFT40693	16/11/2018	BOW STEEL PTY LTD	REPAIRS TO SUPPORTING POSTS TO GRINDER	8,602.00
EFT40694	16/11/2018	CITY OF BELMONT	COUNCIL RATES - INSTALMENT	2,572.40
EFT40695	16/11/2018	JOHN PHILLIPS CONSULTING	CONSULTING FEE - CEOPRC	4,900.00
EFT40696	16/11/2018	MERIT LINING SYSTEMS PTY LTD	LANDFILL LINER REPAIR	330.00
EFT40697	16/11/2018	MIDWAY FORD (WA)	VEHICLE PURCHASE	41,621.47
EFT40698	16/11/2018	MOBILE MOUSE	STAFF TRAINING	530.00
EFT40699	16/11/2018	QUEENWEST TIMBER SUPPLIES	PADDLES FOR WOODWASTE GRINDER	456.50
EFT40700	16/11/2018	SHUGS ELECTRICAL	BUILDING MAINTNENANCE - HAZELMERE WEIGHBRIDGE	160.05
EFT40701	19/11/2018	PITNEY BOWES AUSTRALIA PTY LTD	POSTAGE EXPENSE	333.63
EFT40702	20/11/2018	ANERGY AUSTRALIA PTY LTD T/A ANSAC	WWiE - CONTRACT VARIATION PAYMENT	22,916.23
EFT40703	20/11/2018	BP AUSTRALIA PTY LTD	FUEL PURCHASES	69,851.44
EFT40704	20/11/2018	BP AUSTRALIA PTY LTD	OIL PURCHASES	3,306.86
EFT40705	20/11/2018	DEPUTY COMMISSIONER OF TAXATION	GST PAYMENT	222,074.00
EFT40706	20/11/2018	DOOLEE CONSTRUCTION PTY LTD	WWiE PAYMENT RE EMRC / ANERGY AGREEMENT	44,114.02
EFT40707	20/11/2018	EES SHIPPING PTY LTD	WWiE PAYMENT RE EMRC / ANERGY AGREEMENT	6,505.06
EFT40708	20/11/2018	EMR PROJECT MANAGEMENT P/L	WWiE PAYMENT RE EMRC / ANERGY AGREEMENT	20,470.00
EFT40709	20/11/2018	MVLV POWER SOLUTIONS P/L	WWiE PAYMENT RE EMRC / ANERGY AGREEMENT	42,056.80
EFT40710	20/11/2018	PAYG PAYMENTS	PAYG TAXATION PAYMENT	61,401.00
EFT40711	20/11/2018	RAYKAYE P/L T/A RJ & K SMITH TRANSPORT	WWiE PAYMENT RE EMRC / ANERGY AGREEMENT	1,463.00
EFT40712	20/11/2018	SHUGS ELECTRICAL	BUILDING MAINTENANCE - RED HILL MEETING ROOM	225.50
EFT40713	20/11/2018	SYNERGY	ELECTRICITY CHARGES - HAZELMERE	1,792.05
EFT40714	20/11/2018	TITAN HEAVY LIFT P/L	WWiE PAYMENT RE EMRC / ANERGY AGREEMENT	33,243.48
EFT40715	23/11/2018	BRIAN NAUGHTON (BG'S CAR CLEANING SERVICE)	CLEANING CAR POOL VEHICLES	100.00

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EFT40716	23/11/2018	CJD EQUIPMENT PTY LTD	PLANT MAINTENANCE, PARTS & SERVICE	1,529.35
EFT40717	23/11/2018	ECO ENVIRONMENTAL (BENFOSTER PTY LTD)	PROTECTIVE CLOTHING	96.25
EFT40718	23/11/2018	MARKETFORCE	ADVERTISING FOR TENDER & VARIOUS PUBLIC NOTICES	1,367.29
EFT40719	23/11/2018	MONADELPHOUS ENGINEERING ASSOCIATES PTY LTD	CONSULTING FEE - WWtE SUPERINTENDENT SERVICES	19,038.25
EFT40720	23/11/2018	ODOUR CONTROL SYSTEMS INTERNATIONAL LTD	ALTERNATIVE DAILY COVER MATERIAL	38,936.70
EFT40721	23/11/2018	RENTOKIL INITIAL PTY LTD	QUARTERLY PEST CONTROL SERVICE	1,084.55
EFT40722	23/11/2018	SHUGS ELECTRICAL	DEGASSING OF FRIDGES - RED HILL	781.00
EFT40723	23/11/2018	SYNERGY	ELECTRICITY CHARGES - HAZELMERE	101.50
EFT40724	23/11/2018	TELSTRA CORPORATION LTD	TELEPHONE CHARGES	5,455.79
EFT40725	27/11/2018	CABCHARGE	ADMIN FEE	6.00
EFT40726	27/11/2018	NORTHAM'S AVON DESCENT ASSOCIATION	SPONSORSHIP AGREEMENT	3,300.00
EFT40727	27/11/2018	OFFICE OF THE AUDITOR GENERAL (OAG)	2017/18 FINANCIAL AUDIT FEE	34,100.00
EFT40728	27/11/2018	DEPARTMENT OF AGRICULTURE AND WATER RESOURCES	AQIS AUDIT AT RED HILL	2,500.00
EFT40729	29/11/2018	COVS PARTS PTY LTD	HARDWARE SUPPLIES	29.53
EFT40730	29/11/2018	MY LE TRUONG	STAFF REIMBURSEMENT	720.00
EFT40731	29/11/2018	PERTH ENERGY PTY LTD	GAS SUPPLY - WWtE	166.72
EFT40732	29/11/2018	PETER SCHNEIDER	STAFF REIMBURSEMENT	1,266.10
EFT40733	29/11/2018	TRILLION TREES	EQUIPMENT HIRE	38.50
EFT40734	03/12/2018	2XM RECRUITMENT	LABOUR HIRE	674.03
EFT40735	03/12/2018	4 X 4 DREAMING PTY LTD	WORKSHOP FEE	1,039.50
EFT40736	03/12/2018	ACCESS INDUSTRIAL TYRES PTY LTD	TYRE REPLACEMENT & REPAIRS	1,399.75
EFT40737	03/12/2018	ADT SECURITY	REPAIR TO BACK DOOR - ASCOT PLACE	217.25
EFT40738	03/12/2018	ADVANCED NATIONAL SERVICES PTY LTD	CLEANING SERVICES & CONSUMABLES -ASCOT PLACE	2,773.53
EFT40739	03/12/2018	AIR FILTER DRY CLEAN SYSTEMS WA	PLANT PARTS MAINTENANCE & SERVICE	1,569.38
EFT40740	03/12/2018	AIRWELL GROUP PTY LTD	QUARTERLY PLANT SERVICE & MAINTENANCE	815.10
EFT40741	03/12/2018	ALLIED BITUMEN CONTRACTORS	REPAIRS TO POT HOLES & SPEED HUMP - RED HILL	2,739.00
EFT40742	03/12/2018	ANALYTICAL REFERENCE LABORATORY (ARL)	LABORATORY TESTING & REPORTING ON WOOD FINES SAMPLES	61.60
EFT40743	03/12/2018	ARMAGUARD (LINFOX ARMAGUARD PTY LTD)	COURIER SERVICE	445.72
EFT40744	03/12/2018	AUSTRALIA POST - ASCOT PLACE	POSTAL CHARGES	371.67
EFT40745	03/12/2018	AUSTRALIAN HVAC SERVICES	AIRCONDITIONING MAINTENANCE & REPAIRS	242.00
EFT40746	03/12/2018	AUSTRALIAN LABORATORY SERVICES PTY LTD (ALS)	LABORATORY TESTING ON WOODCHIPS	88.00
EFT40747	03/12/2018	AUTOSWEEP WA (LAMBERT FAMILY TRUST)	SITE SWEEPING - HAZELMERE	3,665.20
EFT40748	03/12/2018	BARFIELD EARTHMOVING (JAYCOURT NOMINEES P/L)	PRODUCT TRANSPORTATION COST & INSTALL CONCRETE RAMP TO WHEEL WASH	9,880.84
EFT40749	03/12/2018	BEDROCK MINE MAINTENANCE SERVICES PTY LTD	SERVICE MAINTENANCE - GRINDER	1,534.50
EFT40750	03/12/2018	BELMONT - REDCLIFFE NEWSROUND	NEWSPAPERS	56.00
EFT40751	03/12/2018	BELMONT OASIS LEISURE CENTRE	STAFF HEALTH PROMOTION	365.40
EFT40752	03/12/2018	BIN BATH AUSTRALIA PTY LTD	BIN CLEANING	134.42
EFT40753	03/12/2018	BLACKWOODS ATKINS	HARDWARE SUPPLIES	121.13
EFT40754	03/12/2018	BOBCAT ATTACH	PLANT PARTS & MAINTENANCE	2,260.50
EFT40755	03/12/2018	BOC LTD	GAS BOTTLE REFILLS - RED HILL	259.25

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EFT40756	03/12/2018	BOYA EQUIPMENT	PLANT REPAIR	126.50
EFT40757	03/12/2018	BRING COURIERS	COURIER SERVICE	142.45
EFT40758	03/12/2018	BUNNINGS GROUP LTD	HARDWARE SUPPLIES	62.40
EFT40759	03/12/2018	CAPITAL TRANSPORT SERVICES (WA) PTY LTD	COURIER SERVICE	784.73
EFT40760	03/12/2018	CBC AUSTRALIA PTY LTD (WA DIVISION)	PARTS FOR GRINDER	332.99
EFT40761	03/12/2018	CHEMCENTRE	FINES & DUST MONITORING - HAZELMERE	261.80
EFT40762	03/12/2018	CITY OF BELMONT	COUNCIL RATES - INSTALMENT	11,340.60
EFT40763	03/12/2018	CITY OF SWAN	STAFF HEALTH PROMOTION	520.00
EFT40764	03/12/2018	CJD EQUIPMENT PTY LTD	PLANT MAINTENANCE, PARTS & SERVICE	14,374.83
EFT40765	03/12/2018	COMPU-STOR	IT BACKUP DATA SERVICES	787.45
EFT40766	03/12/2018	CONCEPT AUDIO VISUAL	RELOCATE PROJECTOR & SCREEN AT HAZELMERE	1,419.00
EFT40767	03/12/2018	COVS PARTS PTY LTD	PLANT PARTS	578.46
EFT40768	03/12/2018	CPR ELECTRICAL SERVICES	GRINDER REPAIR	528.00
EFT40769	03/12/2018	CREATE ENTERPRISES	BUSINESS EXEMPLAR MEDIA RELEASES	1,485.00
EFT40770	03/12/2018	CROSSLAND & HARDY PTY LTD	SURVEYING COSTS - STOCKPILES & LEACHATE LEVEL	2,359.50
EFT40771	03/12/2018	CUTTING EDGES REPLACEMENT PARTS PTY LTD	PLANT PARTS	1,138.17
EFT40772	03/12/2018	DATA 3 PERTH	SOFRWARE LICENCE ANNUAL RENEWAL	58,826.57
EFT40773	03/12/2018	DEERING AUTRONICS AUSTRALIA P/L	INSTALL 2 WAY RADIO ON TRUCK	510.82
EFT40774	03/12/2018	DENSFORD CIVIL PTY LTD	CONTRACT PAYMENT - HRRP	290,739.45
EFT40775	03/12/2018	DMB FLUID TECHNOLOGIES PTY LTD	REPAIRS TO SMARTFILL DIESEL FUEL SYSTEM	984.51
EFT40776	03/12/2018	ECOTECH P/L	E-SAMPLER ANNUAL SERVICE & MAINTENANCE	561.00
EFT40777	03/12/2018	EDITH COWAN UNIVERSITY	ENVIRONMENTAL CONSULTING - LEACHATE PROJECT	2,200.00
EFT40778	03/12/2018	ELAN ENERGY MATRIX	TYRE DISPOSAL COSTS	1,159.41
EFT40779	03/12/2018	FILTERS PLUS	PLANT FILTERS	980.12
EFT40780	03/12/2018	FLEXI STAFF PTY LTD	LABOUR HIRE	8,953.71
EFT40781	03/12/2018	FUJI XEROX AUSTRALIA PTY LTD	PHOTOCOPIER MAINTENANCE & SUPPLIES	327.05
EFT40782	03/12/2018	GROENEVELD AUSTRALIA P/L	PLANT PARTS & MAINTENANCE	608.45
EFT40783	03/12/2018	HAMMEL INTERNATIONAL (COYLE SALES SERVICES) CSS EQUIPMENT	PLANT MAINTENANCE & REPAIR	411.18
EFT40784	03/12/2018	HARVEY NORMAN AV/IT SUPERSTORE MIDLAND	PURCHASE OF OFFICE EQUIPMENT	139.00
EFT40785	03/12/2018	HEATLEY SALES PTY LTD	PROTECTIVE EQUIPMENT	64.98
EFT40786	03/12/2018	HITACHI CONSTRUCTION MACHINERY (AUSTRALIA) PTY LTD	PLANT SERVICE & MAINTENANCE & REPAIR	2,963.04
EFT40787	03/12/2018	HOSECO (WA) PTY LTD	PLANT PARTS & MAINTENANCE	106.93
EFT40788	03/12/2018	HOSERIGHT	PLANT PARTS & MAINTENANCE	1,462.78
EFT40789	03/12/2018	ILLION AUSTRALIA PTY LTD (DUN & BRADSTREET)	ONLINE CREDIT REFERENCE CHECKS	49.50
EFT40790	03/12/2018	INFRA RED SERVICES (CONSULQUAL PTY LTD)	BUILDING MAINTENANCE - EMERGENCY & EXIT LIGHT AT ASCOT PLACE	469.02
EFT40791	03/12/2018	INNOVATIONS CATERING (WHATEVER WITH ATTITUDE)	CATERING COSTS	791.00
EFT40792	03/12/2018	IPING PTY LTD	INTERNET SERVICE	1,128.80
EFT40793	03/12/2018	ISENTIA PTY LTD	MONTHLY SUBSCRIPTION - MEDIA MONITORING	1,031.25
EFT40794	03/12/2018	J & K HOPKINS	PURCHASE OF LOCKERS - HAZELMERE	2,024.00
EFT40795	03/12/2018	JCB CONSTRUCTION EQUIPMENT AUSTRALIA	PLANT SERVICE & MAINTENANCE	384.08



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EFT40796	03/12/2018	JJ RICHARDS & SONS P/L	PRODUCT TRANSPORTATION COST	2,512.50
EFT40797	03/12/2018	KARLA HOOPER	PRESENTATION FEE - EARTH CARERS COURSE	500.00
EFT40798	03/12/2018	KLB SYSTEMS	PRINTER CONSUMABLES	1,496.00
EFT40799	03/12/2018	KOTT GUNNING LAWYERS	LEGAL ADVICE & CONTRACT PREPARATION	877.80
EFT40800	03/12/2018	LANDFILL GAS & POWER PTY LTD	ELECTRICITY CHARGES	25,701.31
EFT40801	03/12/2018	LO-GO APPOINTMENTS	LABOUR HIRE	9,269.84
EFT40802	03/12/2018	LYONS AIRCONDITIONING SERVICES	PLANT FILTERS	1,793.53
EFT40803	03/12/2018	M2 TECHNOLOGY	UPDATE PHONE MESSAGE	352.00
EFT40804	03/12/2018	MAIL PLUS PERTH	MAIL EXPENSES	369.60
EFT40805	03/12/2018	MAJOR SECURITY SERVICES PTY LTD	SECURITY MONITORING	4,505.70
EFT40806	03/12/2018	MCINTOSH & SON	PLANT MAINTENANCE	1,552.74
EFT40807	03/12/2018	MIDLAND CEMENT MATERIALS	PLANT PARTS	128.27
EFT40808	03/12/2018	MISS MAUD	CATERING COSTS	323.60
EFT40809	03/12/2018	MUNDARING CRANE TRUCK HIRE	PLANT TRANSPORTATION COSTS	327.25
EFT40810	03/12/2018	NEVERFAIL SPRINGWATER	BOTTLED WATER	287.66
EFT40811	03/12/2018	ONSITE RENTALS PTY LTD	EQUIPMENT RENTAL	2,248.83
EFT40812	03/12/2018	PAUL'S BUS COMPANY PTY LTD	BUS HIRE	462.00
EFT40813	03/12/2018	PETRO MIN ENGINEERS	CONSULTING FEE - WWtE	891.00
EFT40814	03/12/2018	PIRTEK MIDLAND (M & B HYDRAULICS PTY LTD)	HYDRAULIC HOSE SUPPLIES & REPAIRS	2,272.61
EFT40815	03/12/2018	PR POWER PTY LTD	EQUIPMENT HIRE	3,000.80
EFT40816	03/12/2018	PRESTIGE ALARMS	SECURITY MONITORING & MAINTENANCE - RED HILL	918.50
EFT40817	03/12/2018	PRIMARIES	WEED CONTROL	77.00
EFT40818	03/12/2018	PRUDENTIAL INVESTMENT SERVICES CORP P/L	INVESTMENT ADVISORY SERVICES	1,925.00
EFT40819	03/12/2018	RELATIONSHIPS AUSTRALIA WA INC	EAP - COUNSELLING FEES	165.00
EFT40820	03/12/2018	REMONDIS AUSTRALIA PTY LTD	COLLECTION OF PAPER RECYCLABLES	279.33
EFT40821	03/12/2018	RILEY'S AUTO ELECTRICS	PLANT REPAIRS	925.38
EFT40822	03/12/2018	RUDD INDUSTRIAL AND FARM SUPPLIES	HARDWARE SUPPLIES	1,452.57
EFT40823	03/12/2018	RUTH KENDALL	TRAVEL REIMBURSEMENT	156.00
EFT40824	03/12/2018	SAFETYCARE AUSTRALIA PTY LTD	STAFF TRAINING	1,045.00
EFT40825	03/12/2018	SHERRIN RENTALS PTY LTD	PLANT HIRE - WATER TRUCK	2,227.50
EFT40826	03/12/2018	SHIRE OF TOODYAY	2018 AVON DESCENT - GRANT DISTRIBUTION	33,000.00
EFT40827	03/12/2018	SHUGS ELECTRICAL	SECURITY LIGHTS INSTALLATION - HHW COMPOUND	1,672.00
EFT40828	03/12/2018	SIGN SUPERMARKET	SIGNAGE	360.00
EFT40829	03/12/2018	SNAP BELMONT (BELSNAP PTY LTD)	PRINTING COSTS	154.00
EFT40830	03/12/2018	SPUDS GARDENING SERVICES	GARDEN MAINTENANCE, SITE REHABILITATION & WEED CONTROL - RED HILL	14,984.00
EFT40831	03/12/2018	SWAN FIRE SERVICES	SERVICE MAINTENANCE - FIRE PROTECTION SYSTEM	531.30
EFT40832	03/12/2018	SWAN LOCK SERVICE PTY LTD	LOCK SUPPLIES & REPAIR	1,370.00
EFT40833	03/12/2018	SWAN TOWING SERVICE PTY LTD	PLANT TRANSPORTATION COST	550.00
EFT40834	03/12/2018	TALIS CONSULTANTS	CONSULTING FEE - LEACHATE POND CONSTRUCTION PROJECT	9,385.70
EFT40835	03/12/2018	TENDERLINK	ADVERTISING COSTS - TENDER	172.70



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CEO's DELEGATED PAYMENTS LIST
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Cheque / No	EFT Date	Payee	Description	Amount
EFT40836	03/12/2018	TIM DAVIES LANDSCAPING PTY LTD (TDL)	GARDEN MAINTENANCE ASCOT PLACE	1,004.94
EFT40837	03/12/2018	TJ DEPIAZZI & SONS	PRODUCT TRANSPORTATION COSTS	10,291.05
EFT40838	03/12/2018	TOOLMART AUSTRALIA PTY LTD	HARDWARE SUPPLIES	176.45
EFT40839	03/12/2018	TOTAL TOOLS MIDLAND	PLANT PARTS	1,099.00
EFT40840	03/12/2018	TOTALLY WORKWEAR MIDLAND	PROTECTIVE CLOTHING	346.48
EFT40841	03/12/2018	TOWN OF BASSENDEAN	GRANT DISTRIBUTION - 2018 AVON DESCENT	5,271.20
EFT40842	03/12/2018	TUDOR HOUSE (WA) PTY LTD	FLAG POLES	3,830.00
EFT40843	03/12/2018	TUTT BRYANT EQUIPMENT (BT EQUIPMENT PTY LTD)	PLANT PARTS	561.00
EFT40844	03/12/2018	VOLICH WASTE CONTRACTORS PTY LTD	BULK BIN HIRE	44.00
EFT40845	03/12/2018	WATERLOGIC AUSTRALIA PTY LTD	EQUIPMENT RENTAL	519.31
EFT40846	03/12/2018	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	STAFF TRAINING	391.00
EFT40847	03/12/2018	WESTERN MAZE T/A WESTERN EDUCTING SERVICE	DUST EXTRACTION UNIT MAINTENANCE - GRINDER	610.50
EFT40848	03/12/2018	WESTERN TREE RECYCLERS	PLANT HIRE - HAZELMERE	6,002.00
EFT40849	03/12/2018	WESTRAC EQUIPMENT PTY LTD	PLANT SERVICE AGREEMENT & PLANT PARTS	15,844.94
EFT40850	03/12/2018	WINC AUSTRALIA PTY LTD	STATIONERY & CONSUMABLES	803.30
EFT40851	03/12/2018	WORK CLOBBER	PROTECTIVE CLOTHING	162.00
EFT40852	03/12/2018	WORKFORCE INTERNATIONAL	LABOUR HIRE	7,319.28
EFT40853	03/12/2018	WREN OIL	WASTE OIL REMOVAL	33.00
EFT40854	03/12/2018	WURTH AUSTRALIA PTY LTD	PROTECTIVE CLOTHING	155.27
EFT40855	04/12/2018	AIRWELL GROUP PTY LTD	QUARTERLY PLANT SERVICE & MAINTENANCE	1,252.68
EFT40856	04/12/2018	BRIGHTMARK GROUP PTY LTD	CLEANING SERVICES & CONSUMABLES	4,292.88
EFT40857	04/12/2018	CHEMCENTRE	WOOD FINDS SAMPLE MONITORING - HAZELMERE	154.00
EFT40858	04/12/2018	FRESH BOOST PTY LTD ATF BANDITS TRUST	STAFF AMENITIES	1,564.01
EFT40859	04/12/2018	PAYG PAYMENTS	PAYG TAXATION PAYMENT	61,117.34
EFT40860	04/12/2018	SYNNOTT MULHOLLAND MANAGEMENT SERVICES P/L T/A CONSULTATION	CONSULTING FEE - RRF	6,971.25
EFT40861	04/12/2018	TELSTRA CORPORATION LTD	TELEPHONE CHARGES	615.67
EFT's 40862 - 40894	06/12/2018	CANCELLED EFT BATCH - SYSTEM ERROR	CANCELLED EFT BATCH - SYSTEM ERROR	299,182.21
EFT40895	06/12/2018	ANERGY AUSTRALIA PTY LTD T/A ANSAC	WWIE - CONTRACT VARIATION PAYMENT	16,944.40
EFT40896	06/12/2018	EASTERN HILLS LIQUID WASTE	WASTE CONTROL - HAZELMERE	820.00
EFT40897	06/12/2018	PETER SCHNEIDER	STAFF REIMBURSEMENT	1,889.00
EFT40898	06/12/2018	TOTALLY WORKWEAR MIDLAND	PROTECTIVE CLOTHING	273.99
EFT40899	06/12/2018	WBHO INFRASTRUCTURE AUSTRALIA PTY LTD	EARTHWORKS / LINING - LEACHATE PROJECT	215,935.84
EFT40900	07/12/2018	DALLCON (DALWALLINU CONCRETE PTY LTD)	PRECAST PANELS TO HRRP	8,844.00
EFT40901	11/12/2018	MOBILE MOUSE	STAFF TRAINING	265.00
EFT40902	11/12/2018	NEVILLE COLLARD	SMOKING CEREMONY	700.00
EFT40903	11/12/2018	TELSTRA CORPORATION LTD	TELEPHONE CHARGES	368.50
EFT40904	11/12/2018	WESTERN TREE RECYCLERS	GREENWASTE PROCESSING - RED HILL	95,157.48
EFT40905	14/12/2018	AUSTRALIAN COMMUNICATIONS & MEDIA AUTHORITY ACMA	ANNUAL APPARATUS LICENCE RENEWAL - HRRP	655.00
EFT40906	14/12/2018	BOYA EQUIPMENT	PLANT PARTS	335.18
EFT40907	14/12/2018	KAREN WARNER	STAFF REIMBURSEMENT	200.00



Eastern Metropolitan Regional Council

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Cheque / No	EFT Date	Payee	Description	Amount
EFT40908	14/12/2018	MONADELPHOUS ENGINEERING ASSOCIATES PTY LTD	CONSULTING FEE - WWtE SUPERINTENDENT SERVICES	18,405.75
EFT40909	14/12/2018	MOTORCHARGE PTY LTD	FLEET FUEL PURCHASES	2,619.29
EFT40910	14/12/2018	POOJA SRIRAM	STAFF REIMBURSEMENT	599.00
EFT40911	14/12/2018	TERRI-ANN ASHTON	STAFF REIMBURSEMENT	488.48
EFT40912	18/12/2018	BP AUSTRALIA PTY LTD	OIL PURCHASES	69,151.67
EFT40913	18/12/2018	BP AUSTRALIA PTY LTD	FUEL PURCHASES	2,356.95
EFT40914	18/12/2018	BRIAN NAUGHTON (BG'S CAR CLEANING SERVICE)	CLEANING CAR POOL VEHICLES	240.00
EFT40915	18/12/2018	BRIGHTMARK GROUP PTY LTD	CLEANING SERVICES & CONSUMABLES	2,797.64
EFT40916	18/12/2018	CABCHARGE	ADMIN FEE	6.00
EFT40917	18/12/2018	MARKETFORCE	ADVERTISING FOR TENDER & VARIOUS PUBLIC NOTICES	1,183.87
EFT40918	18/12/2018	PAYG PAYMENTS	PAYG TAXATION PAYMENT	144,784.71
EFT40919	18/12/2018	PITNEY BOWES AUSTRALIA PTY LTD	POSTAGE EXPENSE	333.63
EFT40920	18/12/2018	SYNERGY	ELECTRICITY CHARGES - HAZELMERE	1,159.80
EFT40921	18/12/2018	TELSTRA CORPORATION LTD	TELEPHONE CHARGES	5,812.21
EFT40922	18/12/2018	WESTRAC EQUIPMENT PTY LTD	PLANT SERVICE AGREEMENT & PLANT PARTS	8,597.89
EFT40923	19/12/2018	ANERGY AUSTRALIA PTY LTD T/A ANSAC	WWtE - CONTRACT VARIATION PAYMENT (DRY CHAR SYSTEM)	93,159.83
EFT40924	20/12/2018	DEPUTY COMMISSIONER OF TAXATION	GST PAYMENT	250,102.00
EFT40925	20/12/2018	MAHTI PRODUCTS P/L T/A TECPRO AUSTRALIA	EQUIPMENT PURCHASES - RED HILL	62,645.00
EFT40926	21/12/2018	ANERGY AUSTRALIA PTY LTD T/A ANSAC	WWtE - CONTRACT VARIATION PAYMENT	57,233.55
220394	05/11/2018	EMRC PETTY CASH - BELMONT	PETTY CASH RECOUP	640.15
220395	05/11/2018	EMRC PETTY CASH - COPPIN ROAD	PETTY CASH RECOUP	33.45
220396	05/11/2018	EMRC PETTY CASH - MATHIESON ROAD	PETTY CASH RECOUP	30.35
220397	05/11/2018	EMRC PETTY CASH - RED HILL	PETTY CASH RECOUP	32.35
220398	29/11/2018	EMRC PETTY CASH - BELMONT	PETTY CASH RECOUP	1,194.30
220399	14/12/2018	WATER CORPORATION	WATER USAGE & RATES	299.75
220400	14/12/2018	WATER CORPORATION	WATER USAGE & RATES	672.00
220401	18/12/2018	EMRC PETTY CASH - COPPIN ROAD	PETTY CASH RECOUP	32.35
220402	18/12/2018	EMRC PETTY CASH - MATHIESON ROAD	PETTY CASH RECOUP	26.50
220403	18/12/2018	EMRC PETTY CASH - RED HILL	PETTY CASH RECOUP	121.25
220404	18/12/2018	DEPARTMENT OF TRANSPORT - BULK BILLING	VEHICLE LICENCING	343.90
PAY 2019-10	13/11/2018	PAYROLL FE 13/11/18	PAYROLL	186,995.34
PAY 2019-11	27/11/2018	PAYROLL FE 27/11/2018	PAYROLL	185,768.47
PAY 2019-12	11/12/2018	PAYROLL FE 11/12/2018	PAYROLL	284,053.86
PAY 2019-13	25/12/2018	PAYROLL FE 25/10/2018	PAYROLL	188,834.82
1*NOV18	01/11/2018	BANK CHARGES 1798 - 1802	BANK FEES & CHARGES	1,630.84
1*DEC18	03/12/2018	BANK CHARGES 1803 - 1807	BANK FEES & CHARGES	1,538.40
DD17854.1	13/11/2018	WALGS PLAN	SUPERANNUATION	27,057.49
DD17854.2	13/11/2018	RETAIL EMPLOYEES SUPERANNUATION TRUST	SUPERANNUATION	807.30
DD17854.3	13/11/2018	AUSTRALIAN CATHOLIC SUPERANNUATION & RETIREMENT FUND	SUPERANNUATION	191.47
DD17854.4	13/11/2018	MLC SUPER FUND	SUPERANNUATION	480.69



Eastern Metropolitan Regional Council

 CEO's DELEGATED PAYMENTS LIST
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Cheque / No	EFT Date	Payee	Description	Amount
DD17854.5	13/11/2018	SUNSUPER	SUPERANNUATION	541.59
DD17854.6	13/11/2018	ZURICH MASTER SUPERANNUATION FUND	SUPERANNUATION	255.77
DD17854.7	13/11/2018	ASGARD SUPERANNUATION FUND	SUPERANNUATION	262.15
DD17854.8	13/11/2018	NORTH PERSONAL SUPERANNUATION	SUPERANNUATION	517.38
DD17854.9	13/11/2018	BT LIFETIME SUPER - EMPLOYER PLAN	SUPERANNUATION	250.21
DD17854.10	13/11/2018	CBUS INDUSTRY SUPER	SUPERANNUATION	774.30
DD17854.11	13/11/2018	MTAA SUPERANNUATION FUND	SUPERANNUATION	221.61
DD17854.12	13/11/2018	AMP FLEXIBLE LIFETIME SUPER	SUPERANNUATION	568.06
DD17854.13	13/11/2018	TELSTRA SUPERANNUATION SCHEME	SUPERANNUATION	222.39
DD17854.14	13/11/2018	ETHAN Y WANG SUPER PTY LTD ATF ETHAN Y WANG SUPERANNUATION FUND	SUPERANNUATION	453.87
DD17854.15	13/11/2018	A&S HUGHES-D'AETH PTY LTD ATF A&S HUGHES-D'AETH SUPERANNUATION FUND	SUPERANNUATION	496.67
DD17854.16	13/11/2018	HOSTPLUS SUPERANNUATION FUND	SUPERANNUATION	1,908.64
DD17854.17	13/11/2018	AUSTRALIAN SUPER	SUPERANNUATION	2,260.96
DD17854.18	13/11/2018	LEGALSUPER	SUPERANNUATION	302.08
DD17854.19	13/11/2018	ONEPATH MASTERFUND (ANZ)	SUPERANNUATION	137.62
DD17854.20	13/11/2018	COLONIAL FIRST STATE FIRSTCHOICE	SUPERANNUATION	261.13
DD17855.1	27/11/2018	WALGS PLAN	SUPERANNUATION	27,264.28
DD17855.2	27/11/2018	RETAIL EMPLOYEES SUPERANNUATION TRUST	SUPERANNUATION	815.92
DD17855.3	27/11/2018	AUSTRALIAN CATHOLIC SUPERANNUATION & RETIREMENT FUND	SUPERANNUATION	191.47
DD17855.4	27/11/2018	MLC SUPER FUND	SUPERANNUATION	478.48
DD17855.5	27/11/2018	SUNSUPER	SUPERANNUATION	549.46
DD17855.6	27/11/2018	ZURICH MASTER SUPERANNUATION FUND	SUPERANNUATION	255.77
DD17855.7	27/11/2018	NORTH PERSONAL SUPERANNUATION	SUPERANNUATION	503.25
DD17855.8	27/11/2018	BT LIFETIME SUPER - EMPLOYER PLAN	SUPERANNUATION	244.57
DD17855.9	27/11/2018	CBUS INDUSTRY SUPER	SUPERANNUATION	858.85
DD17855.10	27/11/2018	MTAA SUPERANNUATION FUND	SUPERANNUATION	221.46
DD17855.11	27/11/2018	TELSTRA SUPERANNUATION SCHEME	SUPERANNUATION	224.25
DD17855.12	27/11/2018	AMP FLEXIBLE LIFETIME SUPER	SUPERANNUATION	568.06
DD17855.13	27/11/2018	ETHAN Y WANG SUPER PTY LTD ATF ETHAN Y WANG SUPERANNUATION FUND	SUPERANNUATION	453.87
DD17855.14	27/11/2018	A&S HUGHES-D'AETH PTY LTD ATF A&S HUGHES-D'AETH SUPERANNUATION FUND	SUPERANNUATION	496.67
DD17855.15	27/11/2018	HOSTPLUS SUPERANNUATION FUND	SUPERANNUATION	2,037.18
DD17855.16	27/11/2018	AUSTRALIAN SUPER	SUPERANNUATION	2,344.63
DD17855.17	27/11/2018	LEGALSUPER	SUPERANNUATION	302.08
DD17855.18	27/11/2018	ONEPATH MASTERFUND (ANZ)	SUPERANNUATION	112.80
DD17855.19	27/11/2018	COLONIAL FIRST STATE FIRSTCHOICE	SUPERANNUATION	522.25
DD17979.1	11/12/2018	WALGS PLAN	SUPERANNUATION	33,918.98
DD17979.2	11/12/2018	RETAIL EMPLOYEES SUPERANNUATION TRUST	SUPERANNUATION	807.30
DD17979.3	11/12/2018	AUSTRALIAN CATHOLIC SUPERANNUATION & RETIREMENT FUND	SUPERANNUATION	191.47
DD17979.4	11/12/2018	MLC SUPER FUND	SUPERANNUATION	478.53
DD17979.5	11/12/2018	SUNSUPER	SUPERANNUATION	546.74

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DD17979.6	11/12/2018	ZURICH MASTER SUPERANNUATION FUND	SUPERANNUATION	255.77
DD17979.7	11/12/2018	NORTH PERSONAL SUPERANNUATION	SUPERANNUATION	476.89
DD17979.8	11/12/2018	BT LIFETIME SUPER - EMPLOYER PLAN	SUPERANNUATION	259.84
DD17979.9	11/12/2018	CBUS INDUSTRY SUPER	SUPERANNUATION	933.01
DD17979.10	11/12/2018	MTAA SUPERANNUATION FUND	SUPERANNUATION	221.46
DD17979.11	11/12/2018	TELSTRA SUPERANNUATION SCHEME	SUPERANNUATION	222.49
DD17979.12	11/12/2018	AMP FLEXIBLE LIFETIME SUPER	SUPERANNUATION	568.06
DD17979.13	11/12/2018	ETHAN Y WANG SUPER PTY LTD ATF ETHAN Y WANG SUPERANNUATION FUND	SUPERANNUATION	453.87
DD17979.14	11/12/2018	A&S HUGHES-D'AETH PTY LTD ATF A&S HUGHES-D'AETH SUPERANNUATION FUND	SUPERANNUATION	496.67
DD17979.15	11/12/2018	HOSTPLUS SUPERANNUATION FUND	SUPERANNUATION	1,982.38
DD17979.16	11/12/2018	AUSTRALIAN SUPER	SUPERANNUATION	2,285.65
DD17979.17	11/12/2018	LEGALSUPER	SUPERANNUATION	302.08
DD17979.18	11/12/2018	ONEPATH MASTERFUND (ANZ)	SUPERANNUATION	112.05
DD17979.19	11/12/2018	COLONIAL FIRST STATE FIRSTCHOICE	SUPERANNUATION	261.13
DD17980.1	25/12/2018	WALGS PLAN	SUPERANNUATION	13,906.94
DD17980.2	25/12/2018	AUSTRALIAN CATHOLIC SUPERANNUATION & RETIREMENT FUND	SUPERANNUATION	191.47
DD17980.3	25/12/2018	MLC SUPER FUND	SUPERANNUATION	292.31
DD17980.4	25/12/2018	SUNSUPER	SUPERANNUATION	158.84
DD17980.5	25/12/2018	ZURICH MASTER SUPERANNUATION FUND	SUPERANNUATION	255.77
DD17980.6	25/12/2018	ONEPATH MASTERFUND (ANZ)	SUPERANNUATION	175.72
DD17980.7	25/12/2018	AMP FLEXIBLE LIFETIME SUPER	SUPERANNUATION	568.06
DD17980.8	25/12/2018	ETHAN Y WANG SUPER PTY LTD ATF ETHAN Y WANG SUPERANNUATION FUND	SUPERANNUATION	453.85
DD17980.9	25/12/2018	A&S HUGHES-D'AETH PTY LTD ATF A&S HUGHES-D'AETH SUPERANNUATION FUND	SUPERANNUATION	496.67
DD17980.10	25/12/2018	AUSTRALIAN SUPER	SUPERANNUATION	1,548.75
DD17980.11	25/12/2018	HOSTPLUS SUPERANNUATION FUND	SUPERANNUATION	1,797.08
DD17980.12	25/12/2018	RETAIL EMPLOYEES SUPERANNUATION TRUST	SUPERANNUATION	788.32
DD17980.13	25/12/2018	LEGALSUPER	SUPERANNUATION	331.54
DD17980.14	25/12/2018	COLONIAL FIRST STATE FIRSTCHOICE	SUPERANNUATION	261.13
DD17981.1	25/12/2018	WALGS PLAN	SUPERANNUATION	10,848.85
DD17981.2	25/12/2018	MLC SUPER FUND	SUPERANNUATION	185.47
DD17981.3	25/12/2018	TELSTRA SUPERANNUATION SCHEME	SUPERANNUATION	221.41
DD17981.4	25/12/2018	HOSTPLUS SUPERANNUATION FUND	SUPERANNUATION	162.32
DD17981.5	25/12/2018	NORTH PERSONAL SUPERANNUATION	SUPERANNUATION	501.03
DD17981.6	25/12/2018	AUSTRALIAN SUPER	SUPERANNUATION	792.56
DD17981.7	25/12/2018	CBUS INDUSTRY SUPER	SUPERANNUATION	996.59
DD17981.8	25/12/2018	SUNSUPER	SUPERANNUATION	382.75
DD17981.9	25/12/2018	ONEPATH MASTERFUND (ANZ)	SUPERANNUATION	100.02
DD17981.10	25/12/2018	BT LIFETIME SUPER - EMPLOYER PLAN	SUPERANNUATION	262.89
DD17981.11	25/12/2018	MTAA SUPERANNUATION FUND	SUPERANNUATION	219.88
1420	02/11/2018	ANZ BANKING GROUP	TERM DEPOSIT INVESTMENT	1,500,000.00



Eastern Metropolitan Regional Council

CEO's DELEGATED PAYMENTS LIST
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1421	15/11/2018	ANZ BANKING GROUP	TERM DEPOSIT INVESTMENT	3,500,000.00
1422	16/11/2018	WBC - CORPORATE MASTERCARD - D AMEDURI	CREDIT CARD PURCHASES	1,600.64
1423	16/11/2018	WBC - CORPORATE MASTERCARD - DAVID SCHMIDT	CREDIT CARD PURCHASES	1,772.86
1424	16/11/2018	WBC - CORPORATE MASTERCARD - DOUGLAS DARMAGO	CREDIT CARD PURCHASES	440.15
1425	16/11/2018	WBC - CORPORATE MASTERCARD - FRANK HUA HIM KUA	CREDIT CARD PURCHASES	130.60
1426	16/11/2018	WBC - CORPORATE MASTERCARD - S FITZPATRICK	CREDIT CARD PURCHASES	1,100.26
1427	16/11/2018	WBC - CORPORATE MASTERCARD - T BEINHAEUER	CREDIT CARD PURCHASES	340.29
1428	16/11/2018	WBC - CORPORATE MASTERCARD - T ECKSTEIN	CREDIT CARD PURCHASES	504.80
1429	16/11/2018	WBC - CORPORATE MASTERCARD - W HARRIS	CREDIT CARD PURCHASES	778.13
1430	16/11/2018	WBC - CORPORATE MASTERCARD - Z WILLIAMSON	CREDIT CARD PURCHASES	583.51
1431	21/11/2018	AUSTRACLEAR LIMITED (ASX)	FINANCIAL SERVICES FEE	30.80
1432	23/11/2018	NATIONAL AUSTRALIA BANK	TERM DEPOSIT INVESTMENT	2,500,000.00
1433	23/11/2018	NATIONAL AUSTRALIA BANK	TERM DEPOSIT INVESTMENT	3,000,000.00
1434	07/12/2018	SUNCORP BANK	TERM DEPOSIT INVESTMENT	1,000,000.00
1435	17/12/2018	SUNCORP BANK	TERM DEPOSIT INVESTMENT	3,500,000.00
1436	17/12/2018	WBC - CORPORATE MASTERCARD - D AMEDURI	CREDIT CARD PURCHASES	1,124.37
1437	17/12/2018	WBC - CORPORATE MASTERCARD - DAVID SCHMIDT	CREDIT CARD PURCHASES	299.45
1438	17/12/2018	WBC - CORPORATE MASTERCARD - DOUGLAS DARMAGO	CREDIT CARD PURCHASES	679.64
1439	17/12/2018	WBC - CORPORATE MASTERCARD - FRANK HUA HIM KUA	CREDIT CARD PURCHASES	5,850.00
1440	17/12/2018	WBC - CORPORATE MASTERCARD - H LIEW	CREDIT CARD PURCHASES	1,041.30
1441	17/12/2018	WBC - CORPORATE MASTERCARD - P SCHNEIDER	CREDIT CARD PURCHASES	114.01
1442	17/12/2018	WBC - CORPORATE MASTERCARD - S FITZPATRICK	CREDIT CARD PURCHASES	552.95
1443	17/12/2018	WBC - CORPORATE MASTERCARD - T BEINHAEUER	CREDIT CARD PURCHASES	300.72
1444	17/12/2018	WBC - CORPORATE MASTERCARD - T ECKSTEIN	CREDIT CARD PURCHASES	200.00
1445	17/12/2018	WBC - CORPORATE MASTERCARD - W HARRIS	CREDIT CARD PURCHASES	1,656.43
1446	17/12/2018	WBC - CORPORATE MASTERCARD - Z WILLIAMSON	CREDIT CARD PURCHASES	701.24
1447	21/12/2018	AUSTRACLEAR LIMITED (ASX)	FINANCIAL SERVICES FEE	931.70
1448	21/12/2018	WESTPAC BANKING CORPORATION	TERM DEPOSIT INVESTMENT	1,000,000.00
SUB TOTAL				20,691,967.00
LESS CANCELLED EFTs & CHEQUES				
EFTs 40862 - 40894	06/12/2018	CANCELLED EFT BATCH - SYSTEM ERROR	CANCELLED EFT BATCH - SYSTEM ERROR	-299,182.21
SUB TOTAL				-299,182.21
TOTAL				20,392,784.79

REPORT**Bank Code Bank****EMRC - Municipal Fund****20,392,784.79****20,392,784.79**



14.2 FINANCIAL REPORT FOR PERIOD ENDED 30 NOVEMBER 2018

REFERENCE: D2019/00723

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 November 2018.

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 November 2018 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 November 2018.

SOURCE OF REPORT

Director Corporate Services

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 2018/2019 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.

REPORT

Outlined below are financial statements for the period ended 30 November 2018. 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.

A budget/forecast review was undertaken during October 2018 and has been reflected in the financials effective from November 2018 with the Change in Net Assets from Operations being a favourable variance of \$741,201.



Item 14.2 continued

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

The year to date operating result from normal activities as at 30 November 2018 is a favourable variance of \$1,988,799 (333.10%) against budget. The following information is provided on key aspects of Council's year to date financial performance:

<u>Operating Income</u>	<i>Actuals for the Year</i>	A favourable variance of \$1,466,293 (10.52%).
	<i>End of Year Forecast</i>	A favourable variance of \$2,284,550 (6.29%).

Operating Income variances previously reported to Council:

1. Year to date Reimbursements of \$261,880 is \$61,505 (19.02%) below the budget of \$323,385. This is attributable to a lower level of reimbursements compared to budget relating to the Coppin & Mathieson Transfer Stations.
2. Year to date Other Income of \$574,975 is \$445,720 (43.67%) below the budget of \$1,020,695. This is mainly attributable to a lower level of sales of ferricrete to 30 November 2018 (\$55,904 compared to a budget of \$300,005), a lower level of woodwaste product sales (\$260,914 compared to a budget of \$420,855), a lower level of Greenwaste products sales (\$48,402 compared to a budget of \$107,045) and the timing of royalty payments from the sale of landfill gas (\$14,390 compared to a budget of \$45,000).

The full year forecast for Other Income of \$2,522,129 is expected to be below the annual budget by \$519,615 (17.08%). This is attributable to a forecast lower than expected level of ferricrete sales (\$173,628 compared to a budget of \$720,019).

Operating Income variances not previously reported to Council:

3. Year to date User Charges of \$13,705,758 is \$1,940,870 (16.50%) above the budget of \$11,764,888. This is due to the higher than budget tonnages received from commercial operators and member Councils as at 30 November 2018.
4. The full year forecast for Special Charges of \$507,679 is expected to be above the annual budget by \$62,514 (14.04%). This relates to the Community Waste Education levy and is attributable to higher than budget tonnages forecast to be received from member Councils for the 2018/2019 financial year.
5. The full year forecast for Operating Grants of \$424,726 is expected to be above the annual budget by \$42,300 (11.06%). This relates to additional grant funds totalling \$25,000 expected to be received for the Greenwaste waste stream audit not previously budgeted and projected additional funds relating to the Avon Descent (\$180,000 compared to a budget of \$155,000).
6. The full year forecast for Interest Municipal Cash Investments is expected to be below the annual budget by \$79,000 (19.75%). This is attributable to the lower level of funds held in the Municipal Fund. This is partially offset by the expected increase in interest earning on Restricted Cash Investments (\$2,630,000 compared to a budget of \$2,371,599) together with a higher average interest rate expected to be received (2.69% as at 30 November 2018 compared to the budgeted rate of 2.60%).

There were no further significant Operating Income variances as at 30 November 2018.



Item 14.2 continued

<u>Operating Expenditure</u>	<i>Actuals for the Year</i>	A favourable variance of \$522,506 (3.92%).
	<i>End of Year Forecast</i>	An unfavourable variance of \$2,095,355 (6.14%).

Operating Expenditure variances previously reported to Council:

- Year to date Contract Expenses of \$997,930 is \$1,155,212 (53.65%) below the budget of \$2,153,142 due to the timing of various projects from different business units. Major variances from the Waste Services directorate include:
 - Operate and Maintain Leachate Project - Red Hill Landfill Facility - \$193,960;
 - Operate and Maintain Class IV Cell - Leachate Removal - \$166,665;
 - Crush and Screen Lateritic Caprock- \$109,535;
 - Monitor Environmental Impacts - \$103,845;
 - Manage Greenwaste Mulching - \$64,408;
 - Operate and Maintain Class IV Cells - Maintain Liner - \$41,665;
 - Update Red Hill Development Plan - \$33,540;
 - Operate and Maintain Plant - Waste Management Facilities - \$28,059;
 - Operate and Maintain Monitoring Bores - \$22,872;
 - Undertake Greenwaste Waste Stream Audits - \$20,830; and
 - Operate and Maintain Security System Project - Red Hill Landfill Facility - \$14,692.

Other projects where the expenditures are lower than budget for various directorates/business units include: Corporate Services (\$160,099), Environmental Services (\$98,345), Regional Development (\$56,158) and other Waste Services minor projects (\$39,143).

- Year to date Costs Allocated of \$224,374 is \$293,020 (56.63%) below the budget of \$517,394. This variance relates specifically to internal costs allocated between the Resource Recovery C & I Project and the Red Hill Landfill Facility Class III cell. This variance is predominantly offset against Costs Allocated (Other Expenses).

The full year forecast for Costs Allocated is expected to be below the annual budget by \$310,939 (26.07%).

Operating Income variances not previously reported to Council:

- Year to date Miscellaneous Expenses of \$6,339,317 is \$688,895 (12.19%) above the budget of \$5,650,422. The variance is mainly attributable to a higher than budgeted landfill levy payable (\$6,041,552 compared to a budget of \$5,201,950) as a result of the increased tonnages from commercial operators and member Councils.

The full year forecast for Miscellaneous Expenses is expected to be above the annual budget by \$1,510,234 (11.19%) for the reasons as outlined above.

- The full year forecast for Provision Expenses of \$226,568 is \$24,195, (11.96%) above the budget of \$202,373. This is due to the higher than budget tonnages forecast to be received from commercial operators and member Councils by 30 June 2018 resulting in additional provisions being made for post-closure Environmental Monitoring and Site rehabilitation.

There were no further significant Operating Expenditure variances as at 30 November 2018.



Item 14.2 continued

<u>*Other Revenues and Expenses (Net)</u>	<i>Actuals for the Year</i>	A favourable variance of \$110,550 (4.44%).
	<i>End of Year Forecast</i>	A favourable variance of \$854,800 (17.47%).

Other Revenues and Expenses variances previously reported to Council:

1. Year to date User Charges of \$39,580 is \$382,295, (90.62%) below the budget of \$421,875. The variance is due to the lower level of tonnages received through the Hazelmere C & I facility.

The full year forecast for User Charges is expected to be below the annual budget by \$559,305 (55.24%) for the reasons as outlined above.

2. Year to date Other Revenue of \$5,665 is \$92,010 (94.20%) below the budget of \$97,675. The variance relates specifically to the sale of products from the Hazelmere C&I Project due to the lower level of tonnages received through the facility and resulting recoverable material available for sale.

The full year forecast for Other Revenue is expected to be below the annual budget by \$459,481 (45.49%) relating specifically to the lower than budget electricity sales (\$315,311 compared to a budget of \$764,442) due to the delay in the commissioning of the Wood Waste to Energy (WWtE) facility.

3. Year to date Salary Expenses (Other Expenses) of \$142,006 is \$207,016 (59.31%) below the budget of \$349,022. The variance is principally attributable to the low level of activity in the Hazelmere C & I facility due to the lower level of tonnages received. A full review will be undertaken of the total EMRC wages and salaries as part of the 2018/2019 half year budget review.

4. Year to date Contract Expenses (Other Expenses) of \$46,632 is \$59,453 (56.04%) below the budget of \$106,085. This variance is due to the timing of the various Resource Recovery projects and the associated consultancy expenditure.

The full year forecast for Contract Expenses is expected to be below the annual budget by \$488,596 (32.35%) and relates specifically to the delay in the commissioning and subsequent management of the Wood Waste to Energy (WWtE) facility.

5. Year to date Costs Allocated (Other Expenses) of \$206,597 is \$279,976 (57.54%) below the budget of \$486,573. This variance relates specifically to the timing of internal costs allocated between the Resource Recovery C & I Project and the Red Hill Landfill Facility Class III cell. This variance is predominantly offset against Costs Allocated (Operating Expenditure).

The full year forecast for Costs Allocated is expected to be below the annual budget by \$464,684 (39.73%).

Other Revenues and Expenses variances not previously reported to Council:

6. Full Year Secondary Waste Charge of \$5,511,938 has been forecast to be \$678,715 (14.04%) above the budget of \$4,833,223. This variance is attributable to the higher level of tonnages compared to budget that has been forecast to be received from member Councils for the 2018/2019 financial year.

7. The full year forecast for Interest Restricted Cash Investments is expected to be above the annual budget by \$258,401 (10.90%). This is attributable to the higher level of funds available for investment as at 30 June 2018, additional funds invested during 2018/2019 compared to budget and a higher average interest rate expected to be received for the 2018/2019 financial year (2.69% as at 30 November 2018 compared to the budgeted rate of 2.60%).



Item 14.2 continued

8. Full year Proceeds from Sale of Assets is \$71,364 (26.01%) below the budget of \$274,418. The variance relates specifically to the timing of various items of plant and vehicles previously budgeted for change over during the 2018/2019 financial year that have been forecast not to be changed over as they will not attain the specified change over criteria.
9. The full year forecast for Utility Expenses is expected to be below the annual budget by \$20,300 (47.43%). This is primarily attributable to the lower level of tonnages forecast to be received through the Hazelmere C & I facility.

There were no further significant Other Revenues and Expenses variances as at 30 November 2018.

<u>Other Comprehensive Income</u>	<i>Actuals for the Year</i>	An unfavourable variance of \$302,794.
	<i>End of Year Forecast</i>	An unfavourable variance of \$302,794.

As a result of a change to the *Local Government (Financial Management) Regulations 1996 (Reg.17A.5)* which states: "An asset is to be excluded from the assets of a local government if the fair value of the asset as at the date of acquisition by the local government is under \$5,000", the amount of \$302,794 was written back and recognised in the Statement of Comprehensive Income.

This value represents the net of the acquisition cost of the assets less the accumulated depreciation and assets revaluation reserve values applicable to these assets.

Capital Expenditure Statement (refer Attachment 2)

<u>Capital Expenditure</u>	<i>Actuals for the Year</i>	An unfavourable variance of \$38,413.
	<i>End of Year Forecast</i>	A favourable variance of \$2,370,444.

Capital Expenditure variances:

An unfavourable variance of \$38,413 existed as at 30 November 2018 when compared to the budget of \$1,124,219. The year to date budget provisions are used as a guide only as expenditure of a capital nature is undertaken as and when required.

Major capital expenditures to 30 November 2018 include:

- Purchase / Replace Plant - Red Hill Landfill Facility - \$445,000;
- Construct and Commission Resource Recovery Park - Site Infrastructure - \$312,812;
- Purchase Resource Recovery Park - WWtE Plant and Equipment - \$93,602;
- Leachate Project - Red Hill Landfill Facility - \$75,649;
- Purchase/Replace Vehicles - Red Hill Landfill Facility and Ascot Place - \$66,763; and
- Purchase / Replace Minor Plant and Equipment - Red Hill Landfill Facility - \$59,500.

A budget/forecast review was undertaken on the Capital Expenditure budgets during October 2018 in order to reflect the actual timing of various projects and match expenditure requirements in relation to tonnage forecasts.

Full Year Capital Expenditure has been forecast to be \$2,370,444 (11.88%) below the budget of \$19,951,903.



Item 14.2 continued

Significant reductions to capital budgets where savings have been achieved or where project expenditure has been deferred and/or carried forward include the following:

- Construct Class III Cell - Stage 15B - Red Hill Landfill Facility - \$900,000;
- New Waste Project - Red Hill Landfill Facility - \$850,000;
- Construct Class III Cell - Farm Stage 3 - Red Hill Landfill Facility - \$750,000;
- Purchase Resource Recovery Park - C & I Building Plant and Equipment - \$500,000;
- Construct Storage Bunkers for Wood Fines - Hazelmere - \$500,000;
- Capital Improvements Administration Building - Ascot Place - \$155,000;
- Construct Water Storage Dams - Red Hill Landfill Facility - \$150,000; and
- Construct Drainage Diversion & Infrastructures - Red Hill Landfill Facility - \$100,000.

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

- Construct Class III Cell - Stage 14 - Red Hill Landfill Facility - \$1,200,000;
- Construct Class III Leachate Pond - Red Hill Landfill Facility - \$250,000; and
- Construct and Commission Resource Recovery Park - Weighbridges (x2) - \$110,000.

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 November 2018 totals \$190,711,414. This is an increase of \$4,882,521 from the 30 June 2018 equity of \$186,130,189 and represents the net change in assets from operations.

It has been forecast that Total Equity as at 30 June 2019 will be above the original budget of \$193,948,686 by \$741,201.

Statement of Cash and Investments (refer Attachment 4)

The level of cash and investments in the Municipal Fund as at 30 November 2018 is \$12,559,046 and Restricted Cash amount to \$88,494,426.

The net movement for the month is an increase of \$1,769,838.

It has been forecast that Total Cash and Investments as at 30 June 2019 will be above the original budget of \$91,723,171 by \$3,582,583. This is primarily as a result of the lower level of forecast capital expenditure compared to budget that has been forecast for 2018/2019 together with additional funds generated from the increase in tonnages forecast for 2018.2019.

Investment Report (refer Attachment 5)

Term deposits valued at \$8,000,000 matured during November 2018. These were reinvested into further term deposits together with additional surplus funds.



Item 14.2 continued

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

Member Council	Implication Details
Town of Bassendean	} Nil
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: D2019/02517)
2. Capital Expenditure Statement (Ref: D2019/02518)
3. Statement of Financial Position (Ref: D2019/02519)
4. Statement of Cash and Investments (Ref: D2019/02520)
5. Investment Report (Ref: D2019/02521)

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 November 2018.

COUNCIL RESOLUTION(S)

MOVED CR POWELL

SECONDED CR WOLFF

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 2018.

CARRIED UNANIMOUSLY



STATEMENT OF COMPREHENSIVE INCOME

Nature and Type

NOVEMBER 2018

Year to Date			Full Year					
Actual	Budget	Variance		Forecast	Budget	Variance		
Operating Income								
\$13,705,758	\$11,764,888	\$1,940,870	(F)	User Charges	\$33,531,898	\$30,773,307	\$2,758,591	(F)
\$192,937	\$188,747	\$4,190	(F)	Special Charges	\$507,679	\$445,165	\$62,514	(F)
\$359,126	\$326,735	\$32,391	(F)	Contributions	\$503,347	\$488,557	\$14,790	(F)
\$152,402	\$151,602	\$800	(F)	Operating Grants	\$424,726	\$382,426	\$42,300	(F)
\$161,932	\$166,665	(\$4,733)	(U)	Interest Municipal Cash Investments	\$321,000	\$400,000	(\$79,000)	(U)
\$261,880	\$323,385	(\$61,505)	(U)	Reimbursements	\$781,155	\$776,185	\$4,970	(F)
\$574,975	\$1,020,695	(\$445,720)	(U)	Other	\$2,522,129	\$3,041,744	(\$519,615)	(U)
\$15,409,010	\$13,942,717	\$1,466,293	(F)	Total Operating Income	\$38,591,934	\$36,307,384	\$2,284,550	(F)
Operating Expenditure								
\$3,031,269	\$3,321,087	\$289,818	(F)	Salary Expenses	\$8,316,920	\$8,519,311	\$202,391	(F)
\$997,930	\$2,153,142	\$1,155,212	(F)	Contract Expenses	\$5,835,843	\$5,482,741	(\$353,102)	(U)
\$337,502	\$357,268	\$19,766	(F)	Material Expenses	\$1,728,611	\$1,787,559	\$58,948	(F)
\$146,680	\$134,915	(\$11,765)	(U)	Utility Expenses	\$302,158	\$302,318	\$160	(F)
\$304,382	\$288,230	(\$16,152)	(U)	Fuel Expenses	\$646,660	\$643,908	(\$2,752)	(U)
\$108,555	\$98,940	(\$9,615)	(U)	Insurance Expenses	\$237,806	\$237,806	\$0	(F)
\$1,678,492	\$1,774,730	\$96,238	(F)	Depreciation Expenses	\$4,789,825	\$4,634,193	(\$155,632)	(U)
\$6,339,317	\$5,650,422	(\$688,895)	(U)	Miscellaneous Expenses	\$15,009,948	\$13,499,714	(\$1,510,234)	(U)
\$103,396	\$84,315	(\$19,081)	(U)	Provision Expenses	\$226,568	\$202,373	(\$24,195)	(U)
(\$224,374)	(\$517,394)	(\$293,020)	(U)	Costs Allocated	(\$881,760)	(\$1,192,699)	(\$310,939)	(U)
\$12,823,149	\$13,345,655	\$522,506	(F)	Total Operating Expenditure	\$36,212,579	\$34,117,224	(\$2,095,355)	(U)
\$2,585,861	\$597,062	\$1,988,799	(F)	OPERATING RESULT FROM NORMAL ACTIVITIES	\$2,379,355	\$2,190,160	\$189,195	(F)
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;
5. Other Operating Income - includes income from the sale of products; and
6. Miscellaneous Expenses - includes the landfill levy expense of \$6,041,552 as at 30 November 2018.

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



STATEMENT OF COMPREHENSIVE INCOME

Nature and Type

NOVEMBER 2018

Year to Date			Full Year					
Actual	Budget	Variance		Forecast	Budget	Variance		
Other Revenues								
\$39,580	\$421,875	(\$382,295)	(U)	User Charges	\$453,195	\$1,012,500	(\$559,305)	(U)
\$2,094,739	\$2,049,239	\$45,500	(F)	Secondary Waste Charge	\$5,511,938	\$4,833,223	\$678,715	(F)
\$0	\$0	\$0	(F)	Operating Grants	\$0	\$0	\$0	(F)
\$941,234	\$988,135	(\$46,901)	(U)	Interest Restricted Cash Investments	\$2,630,000	\$2,371,599	\$258,401	(F)
\$0	\$20	(\$20)	(U)	Reimbursements	\$50	\$50	\$0	(F)
\$14,773	\$0	\$14,773	(F)	Proceeds from Sale of Assets	\$203,054	\$274,418	(\$71,364)	(U)
\$5,665	\$97,675	(\$92,010)	(U)	Other	\$550,631	\$1,010,112	(\$459,481)	(U)
\$3,095,991	\$3,556,944	(\$460,953)	(U)	Total Other Revenues	\$9,348,868	\$9,501,902	(\$153,034)	(U)
Other Expenses								
\$142,006	\$349,022	\$207,016	(F)	Salary Expenses	\$855,131	\$855,131	\$0	(F)
\$46,632	\$106,085	\$59,453	(F)	Contract Expenses	\$1,021,858	\$1,510,454	\$488,596	(F)
\$2,639	\$10,945	\$8,306	(F)	Material Expenses	\$118,850	\$126,850	\$8,000	(F)
\$4,950	\$13,840	\$8,890	(F)	Utility Expenses	\$22,500	\$42,800	\$20,300	(F)
\$0	\$415	\$415	(F)	Fuel Expenses	\$1,000	\$1,000	\$0	(F)
\$9,237	\$12,785	\$3,548	(F)	Insurance Expenses	\$71,894	\$71,894	\$0	(F)
\$32,513	\$37,570	\$5,057	(F)	Depreciation Expenses	\$432,660	\$432,660	\$0	(F)
\$4,063	\$9,140	\$5,077	(F)	Miscellaneous Expenses	\$178,175	\$193,175	\$15,000	(F)
\$47,900	\$41,665	(\$6,235)	(U)	Carrying Amount of Assets Disposed Of	\$192,867	\$204,121	\$11,254	(F)
\$206,597	\$486,573	\$279,976	(F)	Costs Allocated	\$705,015	\$1,169,699	\$464,684	(F)
\$496,537	\$1,068,040	\$571,503	(F)	Total Other Expenses	\$3,599,950	\$4,607,784	\$1,007,834	(F)
\$2,599,454	\$2,488,904	\$110,550	(F)	OPERATING RESULT FROM OTHER ACTIVITIES	\$5,748,918	\$4,894,118	\$854,800	(F)
Surplus	Surplus				Surplus	Surplus		
\$5,185,315	\$3,085,966	\$2,099,349	(F)	NET RESULT	\$8,128,273	\$7,084,278	\$1,043,995	(F)
Surplus	Surplus				Surplus	Surplus		
Realised/Unrealised (Gain)/Loss From Change in Fair Value of Investments								
\$0	\$0	\$0	(F)	Unrealised (Gain)/Loss	\$0	\$0	\$0	(F)
\$0	\$0	\$0	(F)	Realised (Gain)/Loss	\$0	\$0	\$0	(F)
\$0	\$0	\$0	(F)	Total (Gain)/Loss from change in Fair Value of Investments	\$0	\$0	\$0	(F)
Other Comprehensive Income								
\$302,794	\$0	(\$302,794)	(U)	Revaluation of Assets/Accumulated Depreciation Reversal	\$302,794	\$0	(\$302,794)	(U)
\$0	\$0	\$0	(F)	Other Comprehensive Income	\$0	\$0	\$0	(F)
\$302,794	\$0	(\$302,794)	(U)	Total Other Comprehensive Income	\$302,794	\$0	(\$302,794)	(U)
\$4,882,521	\$3,085,966	\$1,796,555	(F)	CHANGE IN NET ASSETS FROM OPERATIONS	\$7,825,479	\$7,084,278	\$741,201	(F)
Surplus	Surplus				Surplus	Surplus		



CAPITAL EXPENDITURE STATEMENT

NOVEMBER 2018

Year to Date				Full Year					
Actual	Budget	Variance	On Order	(F) = Favourable variation (U) = Unfavourable variation	Forecast	Budget	Variance		
Governance and Corporate Services									
\$29,232	\$50,000	\$20,768	(F)	\$0	Purchase Vehicles - Ascot Place (24440/00)	\$208,493	\$208,493	\$0	(F)
\$0	\$0	\$0	(F)	\$0	Purchase Furniture Fittings & Equipment - Corporate Services (24510/01)	\$48,000	\$48,000	\$0	(F)
\$15,676	\$15,700	\$24	(F)	\$30,357	Purchase Information Technology & Communication Equipment (24550/00)	\$256,500	\$282,000	\$25,500	(F)
\$0	\$0	\$0	(F)	\$0	Purchase Art Works (24620/00)	\$0	\$30,000	\$30,000	(F)
\$0	\$0	\$0	(F)	\$0	Capital Improvement Administration Building - Ascot Place (25240/01)	\$102,000	\$257,000	\$155,000	(F)
\$0	\$0	\$0	(F)	\$0	Upgrade Security Equipment - Ascot Place (25530/01)	\$5,000	\$5,000	\$0	(F)
\$44,908	\$65,700	\$20,792	(F)	\$30,357		\$619,993	\$830,493	\$210,500	(F)



CAPITAL EXPENDITURE STATEMENT

NOVEMBER 2018

Year to Date					Full Year			
Actual	Budget	Variance	On Order	(F) = Favourable variation (U) = Unfavourable variation	Forecast	Budget	Variance	
Resource Recovery								
\$35,005	\$0	(\$35,005)	(U)	\$0	Construct and Commission Resource Recovery Park - Wood Waste to Energy Building (24259/05)	\$35,005	\$0	(\$35,005) (U)
\$0	\$0	\$0	(F)	\$0	Construct and Commission Resource Recovery Park - MRF Building - Hazelmere (24259/09)	\$10,000	\$10,000	\$0 (F)
\$0	\$0	\$0	(F)	\$94,635	Construct and Commission Resource Recovery Park - Weighbridge Office (24259/12)	\$95,000	\$70,000	(\$25,000) (U)
\$0	\$0	\$0	(F)	\$290,810	Construct and Commission Resource Recovery Park - Weighbridges (x2) (24392/02)	\$335,000	\$225,000	(\$110,000) (U)
\$312,812	\$313,000	\$188	(F)	\$1,802,908	Construct and Commission Resource Recovery Park - Site Infrastructure (24399/01)	\$2,650,000	\$2,650,000	\$0 (F)
\$8,124	\$8,400	\$276	(F)	\$69,319	Wood Waste to Energy Utilities/Infrastructure - Resource Recovery Park (24399/11)	\$225,000	\$225,000	\$0 (F)
\$93,602	\$93,800	\$198	(F)	\$495,618	Purchase Resource Recovery Park - Wood Waste to Energy Plant & Equipment (24410/03)	\$2,038,407	\$2,038,407	\$0 (F)
\$0	\$0	\$0	(F)	\$0	Purchase Resource Recovery Park C & I Building - Plant & Equipment (24410/04)	\$0	\$500,000	\$500,000 (F)
\$0	\$0	\$0	(F)	\$0	Purchase Other Equipment - Resource Recovery (24590/07)	\$2,000	\$2,000	\$0 (F)
\$449,543	\$415,200	(\$34,343)	(U)	\$2,753,291		\$5,390,412	\$5,720,407	\$329,995 (F)

Waste Management



CAPITAL EXPENDITURE STATEMENT

NOVEMBER 2018

Year to Date					Full Year		
Actual	Budget	Variance	On Order	(F) = Favourable variation (U) = Unfavourable variation	Forecast	Budget	Variance
Waste Management							
\$0	\$0	\$0 (F)	\$0		\$30,000	\$30,000	\$0 (F)
\$0	\$0	\$0 (F)	\$0		\$63,000	\$63,000	\$0 (F)
\$7,909	\$0	(\$7,909) (U)	\$0		\$0	\$0	\$0 (F)
\$0	\$0	\$0 (F)	\$0		\$40,000	\$40,000	\$0 (F)
\$0	\$0	\$0 (F)	\$0		\$40,000	\$40,000	\$0 (F)
\$16,620	\$0	(\$16,620) (U)	\$14,400		\$1,200,000	\$0	(\$1,200,000) (U)
\$0	\$0	\$0 (F)	\$0		\$0	\$750,000	\$750,000 (F)
\$13,741	\$13,800	\$59 (F)	\$492,877		\$611,222	\$1,511,222	\$900,000 (F)
\$1,147	\$1,300	\$153 (F)	\$0		\$780,000	\$530,000	(\$250,000) (U)
\$75,649	\$75,649	\$0 (F)	\$77,124		\$471,192	\$471,192	\$0 (F)
\$0	\$0	\$0 (F)	\$0		\$500,000	\$500,000	\$0 (F)
\$0	\$0	\$0 (F)	\$0		\$200,000	\$200,000	\$0 (F)
\$7,050	\$7,100	\$50 (F)	\$0		\$123,000	\$123,000	\$0 (F)



CAPITAL EXPENDITURE STATEMENT

NOVEMBER 2018

Year to Date					Full Year		
Actual	Budget	Variance	On Order	(F) = Favourable variation (U) = Unfavourable variation	Forecast	Budget	Variance
Waste Management							
\$0	\$0	\$0 (F)	\$0	Construct Access Road to Lots 8 9 10 - Red Hill Landfill Facility (24370/02)	\$15,000	\$15,000	\$0 (F)
\$0	\$0	\$0 (F)	\$0	Construct Drainage Diversion and Earthworks Infrastructures - Red Hill Landfill Facility (24380/00)	\$100,000	\$200,000	\$100,000 (F)
\$0	\$0	\$0 (F)	\$0	Construct Water Storage Dams - Red Hill Landfill Facility (24393/00)	\$0	\$150,000	\$150,000 (F)
\$0	\$0	\$0 (F)	\$0	Construct Perimeter Fencing - Red Hill Landfill Facility (24394/00)	\$4,600	\$4,600	\$0 (F)
\$0	\$0	\$0 (F)	\$0	Construct Litter Fence - Red Hill Farm (24394/04)	\$13,000	\$13,000	\$0 (F)
\$0	\$0	\$0 (F)	\$0	Construct Litter Fence - Redhill Landfill Facility (24394/05)	\$29,474	\$29,474	\$0 (F)
\$1,564	\$0	(\$1,564) (U)	\$0	Construct Greenwaste Processing Area - Red Hill Landfill Facility (24395/00)	\$1,564	\$0	(\$1,564) (U)
\$2,470	\$2,470	\$0 (U)	\$0	Construct Hardstand and Road - Hazelmere (24395/01)	\$51,845	\$51,845	\$0 (F)
\$0	\$0	\$0 (F)	\$0	Construct Monitoring Bores - Red Hill Landfill Facility (24396/00)	\$40,000	\$40,000	\$0 (F)
\$0	\$0	\$0 (F)	\$0	Construct Storage Bunkers for Wood Fines (QA process) - Hazelmere (24399/09)	\$0	\$500,000	\$500,000 (F)
\$0	\$0	\$0 (F)	\$0	Air Supply lines - Waste Management Structures - Red Hill Landfill Facility (24399/10)	\$50,000	\$50,000	\$0 (F)
\$0	\$0	\$0 (F)	\$0	New Waste Project - Red Hill Landfill Facility (24399/16)	\$0	\$850,000	\$850,000 (F)
\$445,000	\$445,000	\$0 (F)	\$781,500	Purchase / Replace Plant - Red Hill Landfill Facility (24410/00)	\$3,910,000	\$3,910,000	\$0 (F)
\$0	\$0	\$0 (F)	\$0	Purchase / Replace Plant - Hazelmere (24410/01)	\$2,001,276	\$2,001,276	\$0 (F)



CAPITAL EXPENDITURE STATEMENT

NOVEMBER 2018

Year to Date			Full Year		
Actual	Budget	Variance	Forecast	Budget	Variance

On (F) = Favourable variation
Order (U) = Unfavourable variation

Waste Management

\$0	\$0	\$0 (F)	\$0	Purchase Plant for Leachate Project - Red Hill Landfill Facility (24410/08)	\$450,000	\$450,000	\$0 (F)
\$59,500	\$60,000	\$500 (F)	\$57,630	Purchase / Replace Minor Plant and Equipment-Red Hill Landfill Facility (24420/00)	\$372,000	\$382,000	\$10,000 (F)
\$0	\$0	\$0 (F)	\$0	Purchase / Replace Minor Plant and Equipment - Hazelmere (24420/02)	\$19,000	\$19,000	\$0 (F)
\$0	\$0	\$0 (F)	\$0	Purchase Minor Plant for Leachate Project - Red Hill Landfill Facility (24420/06)	\$98,800	\$98,800	\$0 (F)
\$37,531	\$38,000	\$469 (F)	\$38,381	Purchase / Replace Vehicles - Red Hill Landfill Facility (24430/00)	\$37,531	\$40,044	\$2,513 (F)
\$0	\$0	\$0 (F)	\$0	Purchase / Replace Office Equipment - Red Hill Landfill Facility (24510/08)	\$0	\$4,000	\$4,000 (F)
\$0	\$0	\$0 (F)	\$0	Purchase Fire Fighting System/Equipment - Hazelmere (24520/07)	\$17,700	\$17,700	\$0 (F)
\$0	\$0	\$0 (F)	\$0	Purchase / Replace Security System - Red Hill Waste Management Facility (24530/08)	\$103,000	\$103,000	\$0 (F)
\$0	\$0	\$0 (F)	\$0	Purchase / Replace Security System - Hazelmere (24530/10)	\$51,480	\$51,480	\$0 (F)
\$0	\$0	\$0 (F)	\$0	Purchase / Replace Other Equipment - Red Hill Landfill Facility (24590/00)	\$83,870	\$93,870	\$10,000 (F)
\$0	\$0	\$0 (F)	\$0	Purchase / Replace Miscellaneous Equipment - Hazelmere (24590/02)	\$2,500	\$2,500	\$0 (F)
\$0	\$0	\$0 (F)	\$0	Purchase/Replace Other Equipment - Engineering and Waste Management (24590/03)	\$0	\$2,000	\$2,000 (F)



CAPITAL EXPENDITURE STATEMENT

NOVEMBER 2018

Year to Date					Full Year		
Actual	Budget	Variance	On Order	(F) = Favourable variation (U) = Unfavourable variation	Forecast	Budget	Variance
Waste Management							
\$0	\$0	\$0 (F)	\$0	Purchase / Replace Office Furniture and Fittings - Red Hill Landfill Facility (24610/08)	\$0	\$3,000	\$3,000 (F)
\$0	\$0	\$0 (F)	\$0	Purchase Office Furniture and Fittings-Hazelmere (24610/10)	\$2,000	\$2,000	\$0 (F)
\$0	\$0	\$0 (F)	\$0	Purchase Miscellaneous Furniture and Fittings - Red Hill Education Programme (24690/01)	\$1,000	\$1,000	\$0 (F)
\$0	\$0	\$0 (F)	\$0	Refurbish Environmental Education Centre - Redhill Landfill Facility (25253/00)	\$2,000	\$2,000	\$0 (F)
\$0	\$0	\$0 (F)	\$0	Refurbish Plant - Red Hill Landfill Facility (25410/00)	\$20,000	\$20,000	\$0 (F)
\$0	\$0	\$0 (F)	\$0	Refurbish Plant - Hazelmere (25410/01)	\$35,000	\$35,000	\$0 (F)
\$668,181	\$643,319	(\$24,862) (U)	\$1,461,913		\$11,571,054	\$13,401,003	\$1,829,949 (F)
\$1,162,632	\$1,124,219	(\$38,413) (U)	\$4,245,560	TOTAL CAPITAL EXPENDITURE	\$17,581,459	\$19,951,903	\$2,370,444 (F)



STATEMENT OF FINANCIAL POSITION

NOVEMBER 2018

Actual June 2018	Actual Year to Date	(F) = Favourable variation (U) = Unfavourable variation	Full Year		
			Forecast	Budget	Variance
Current Assets					
\$1,680,201	\$2,771,202	Cash and Cash Equivalents	\$3,809,914	\$4,081,732	(\$271,818) (U)
\$96,740,676	\$98,282,270	Investments	\$91,495,840	\$87,641,439	\$3,854,401 (F)
\$2,426,064	\$5,781,197	Trade and Other Receivables	\$2,578,805	\$2,578,375	\$430 (F)
\$29,845	\$22,681	Inventories	\$28,834	\$28,834	\$0 (F)
\$21,377	\$307,753	Other Assets	\$115,197	\$115,197	\$0 (F)
\$100,898,163	\$107,165,103	Total Current Assets	\$98,028,590	\$94,445,577	\$3,583,013 (F)
Current Liabilities					
\$3,604,991	\$3,986,947	Trade and Other Payables	\$3,846,227	\$3,846,227	\$0 (F)
\$1,541,191	\$1,541,191	Provisions	\$1,496,643	\$1,496,643	\$0 (F)
\$5,146,182	\$5,528,138	Total Current Liabilities	\$5,342,870	\$5,342,870	\$0 (F)
\$95,751,981	\$101,636,965	Net Current Assets	\$92,685,720	\$89,102,707	\$3,583,013 (F)
Non Current Assets					
\$50,570,000	\$50,570,000	Land	\$50,570,000	\$50,570,000	\$0 (F)
\$7,393,454	\$7,345,748	Buildings	\$7,681,334	\$7,785,986	(\$104,652) (U)
\$13,297,576	\$12,182,094	Structures	\$23,166,376	\$24,919,226	(\$1,752,850) (U)
\$10,030,392	\$9,675,842	Plant	\$15,950,023	\$16,624,030	(\$674,007) (U)
\$550,237	\$385,886	Equipment	\$887,326	\$1,064,458	(\$177,132) (U)
\$156,852	\$77,844	Furniture and Fittings	\$84,788	\$193,763	(\$108,975) (U)
\$11,953,602	\$12,514,336	Work in Progress	\$7,402,372	\$7,402,372	\$0 (F)
\$93,952,113	\$92,751,750	Total Non Current Assets	\$105,742,219	\$108,559,835	(\$2,817,616) (U)
Non Current Liabilities					
\$3,573,905	\$3,677,301	Provisions	\$3,738,052	\$3,713,856	(\$24,196) (U)
\$3,573,905	\$3,677,301	Total Non Current Liabilities	\$3,738,052	\$3,713,856	(\$24,196) (U)
\$186,130,189	\$190,711,414	Net Assets	\$194,689,887	\$193,948,686	\$741,201 (F)
Equity					
\$57,548,966	\$57,548,966	Accumulated Surplus/Deficit	\$56,856,098	\$56,856,098	\$0 (F)
\$86,979,194	\$86,979,194	Cash Backed Reserves	\$86,678,310	\$86,678,310	\$0 (F)
\$41,602,029	\$41,300,733	Asset Revaluation Reserve	\$43,330,000	\$43,330,000	\$0 (F)
\$0	\$4,882,521	Net change in assets from operations	\$7,825,479	\$7,084,278	\$741,201 (F)
\$186,130,189	\$190,711,414	Total Equity	\$194,689,887	\$193,948,686	\$741,201 (F)

CASH AND INVESTMENTS NOVEMBER 2018

Actual June 2018	Actual Year to Date		Full Year		
			Forecast	Budget	Variance
Municipal Cash and Investments					
1,676,751	2,767,752	Cash at Bank - Municipal Fund 01001/00	1,359,387	1,631,205	(271,818) (F)
3,450	3,450	Cash on Hand 01019/00 - 02	3,450	3,450	0 (F)
9,487,484	9,787,844	Investments - Municipal Fund 02021/00	6,043,076	2,447,076	3,596,000 (F)
11,167,685	12,559,046	Total Municipal Cash	7,405,913	4,081,731	3,324,182 (F)
Restricted Cash and Investments					
3,383,664	3,438,247	Restricted Investments - Plant and Equipment 02022/01	436,079	383,106	52,973 (F)
2,482,057	2,522,095	Restricted Investments - Post Closure Site Rehabilitation Red Hill 02022/02	2,691,638	2,683,542	8,096 (F)
16,089,599	16,349,145	Restricted Investments - Future Development 02022/03	20,259,260	20,327,842	(68,582) (F)
975,126	990,856	Restricted Investments - Environmental Monitoring Red Hill 02022/04	1,083,810	1,081,210	2,600 (F)
11,844	12,035	Restricted Investments - Environmental Insurance Red Hill 02022/05	13,156	13,129	27 (F)
14,737	14,975	Restricted Investments - Risk Management 02022/06	15,228	15,166	62 (F)
589,575	599,085	Restricted Investments - Class IV Cells Red Hill 02022/07	178,409	171,292	7,117 (F)
328,109	333,402	Restricted Investments - Regional Development 02022/08	400,170	400,342	(172) (F)
56,190,599	57,097,025	Restricted Investments - Secondary Waste Processing 02022/09	54,859,764	54,618,921	240,843 (F)
5,929,276	6,024,923	Restricted Investments - Class III Cells 02022/10	6,751,574	6,737,441	14,133 (F)
74,410	75,611	Restricted Investments - Building Refurbishment (Ascot Place) 02022/11	77,094	76,555	539 (F)
273,998	112,147	Restricted Investments - Accrued Interest 02022/19	169,765	169,765	0 (F)
0	0	Restricted Investments - Unrealised Loss/Gain on Investments 02022/20	0	0	0 (F)
910,197	924,880	Restricted Investments - Long Service Leave 02022/90	963,894	963,129	765 (F)
87,253,192	88,494,426	Total Restricted Cash	87,899,841	87,641,440	258,401 (F)
98,420,877	101,053,472	TOTAL CASH AND INVESTMENTS	95,305,754	91,723,171	3,582,583 (F)

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.

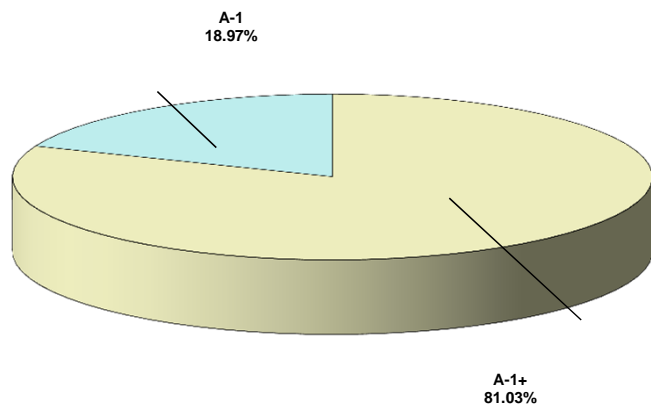
EMRC Investment Report

November 2018

I. Overall Portfolio Limits

S&P Long Term Rating	S&P Short Term Rating	% Portfolio	Investment Maximum %
AAA	A-1+	81.03%	100%
AA	A-1	18.97%	100%

Investment by S&P Rating



II. Single Entity Exposure

	% Portfolio
AMP	5.13%
ANZ Banking Group	5.13%
Bankwest	27.18%
ING	11.79%
NAB	11.28%
Suncorp	3.08%
Westpac / St. George Bank	36.41%
Total	100.00%

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	0.00%	0%	0%
Total	100.00%		

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 DECEMBER 2018

REFERENCE: D2019/02507

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 December 2018.

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 December 2018 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 December 2018.

SOURCE OF REPORT

Director Corporate Services

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 2018/2019 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.

REPORT

Outlined below are financial statements for the period ended 31 December 2018. 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.

A budget/forecast review was undertaken during October 2018 and has been reflected in the financials effective from November 2018 with the Change in Net Assets from Operations being a favourable variance of \$741,201.



Item 14.3 continued

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

The year to date operating result from normal activities as at 31 December 2018 is a favourable variance of \$2,177,983 (271.38%) against budget. The following information is provided on key aspects of Council's year to date financial performance:

<u>Operating Income</u>	<i>Actuals for the Year</i>	A favourable variance of \$1,790,464 (10.64%).
	<i>End of Year Forecast</i>	A favourable variance of \$2,284,550 (6.29%).

Operating Income variances previously reported to Council:

1. Year to date User Charges of \$16,544,366 is \$2,428,574 (17.20%) above the budget of \$14,115,792. This is due to the higher than budget tonnages received from commercial operators and member Councils as at 31 December 2018.
2. The full year forecast for Special Charges of \$507,679 is expected to be above the annual budget by \$62,514 (14.04%). This relates to the Community Waste Education levy and is attributable to higher than budget tonnages forecast to be received from member Councils for the 2018/2019 financial year.
3. The full year forecast for Operating Grants of \$424,726 is expected to be above the annual budget by \$42,300 (11.06%). This relates to additional grant funds totalling \$25,000 expected to be received for the Greenwaste waste stream audit not previously budgeted and projected additional funds relating to the Avon Descent (\$180,000 compared to a budget of \$155,000).
4. The full year forecast for Interest Municipal Cash Investments is expected to be below the annual budget by \$79,000 (19.75%). This is attributable to the lower level of funds held in the Municipal Fund. This is partially offset by the expected increase in interest earning on Restricted Cash Investments (\$2,630,000 compared to a budget of \$2,371,599) together with a higher average interest rate expected to be received (2.70% as at 31 December 2018 compared to the budgeted rate of 2.60%).
5. Year to date Reimbursements of \$303,102 is \$84,860 (21.89%) below the budget of \$388,062. This is attributable to a lower level of reimbursements compared to budget relating to the Coppin & Mathieson Transfer Stations.
6. Year to date Other Income of \$673,332 is \$587,502 (46.60%) below the budget of \$1,260,834. This is mainly attributable to a lower level of sales of ferricrete to 31 December 2018 (\$74,526 compared to a budget of \$360,006), a lower level of woodwaste product sales (\$305,337 compared to a budget of \$505,026), a lower level of Greenwaste products sales (\$56,831 compared to a budget of \$128,454) and the timing of royalty payments from the sale of landfill gas (\$14,390 compared to a budget of \$90,000).

The full year forecast for Other Income of \$2,522,129 is expected to be below the annual budget by \$519,615 (17.08%). This is attributable to a forecast lower than expected level of ferricrete sales (\$173,628 compared to a budget of \$720,019).

There were no further significant Operating Income variances as at 31 December 2018.



Item 14.3 continued

<u>Operating Expenditure</u>	<i>Actuals for the Year</i>	A favourable variance of \$387,519 (2.42%).
	<i>End of Year Forecast</i>	An unfavourable variance of \$2,095,355 (6.14%).

Operating Expenditure variances previously reported to Council:

- Year to date Contract Expenses of \$1,347,469 is \$1,228,577 (47.69%) below the budget of \$2,576,046 due to the timing of various projects from different business units. Major variances from the Waste Services directorate include:
 - Operate and Maintain Leachate Project - Red Hill Landfill Facility - \$234,792;
 - Operate and Maintain Class IV Cell - Leachate Removal - \$199,998;
 - Crush and Screen Lateritic Caprock - \$117,723;
 - Monitor Environmental Impacts - \$91,287;
 - Operate and Maintain Class IV Cells - Maintain Liner - \$49,998;
 - Update Red Hill Development Plan - \$40,248;
 - Operate and Maintain Plant - Waste Management Facilities - \$40,863;
 - Rehabilitate Class III Cells - Red Hill Landfill Facility - \$23,294;
 - Operate and Maintain Monitoring Bores - \$27,892;
 - Undertake Greenwaste Waste Stream Audits - \$24,996; and
 - Operate and Maintain Security System - Red Hill Landfill Facility - \$18,878.

Other projects where the expenditures are lower than budget for various directorates/business units include: Corporate Services (\$207,733), Environmental Services (\$115,301), Regional Development (\$20,408) and other Waste Services minor projects (\$14,234).

- Year to date Miscellaneous Expenses of \$7,681,258 is \$891,018 (13.12%) above the budget of \$6,790,240. The variance is mainly attributable to a higher than budgeted landfill levy payable (\$7,309,213 compared to a budget of \$6,242,340) as a result of the increased tonnages from commercial operators and member Councils.

The full year forecast for Miscellaneous Expenses is expected to be above the annual budget by \$1,510,234 (11.19%) for the reasons as outlined above.

- The full year forecast for Provision Expenses of \$226,568 is \$24,195, (11.96%) above the budget of \$202,373. This is due to the higher than budget tonnages forecast to be received from commercial operators and member Councils by 30 June 2018 resulting in additional provisions being made for post-closure Environmental Monitoring and Site rehabilitation.

- Year to date Costs Allocated of \$280,319 is \$336,448 (54.55%) below the budget of \$616,767. This variance relates specifically to internal costs allocated between the Resource Recovery C & I Project and the Red Hill Landfill Facility Class III cell. This variance is predominantly offset against Costs Allocated (Other Expenses).

The full year forecast for Costs Allocated is expected to be below the annual budget by \$310,939 (26.07%).

There were no further significant Operating Expenditure variances as at 31 December 2018.



Item 14.3 continued

<u>*Other Revenues and Expenses (Net)</u>	<i>Actuals for the Year</i>	A favourable variance of \$229,953 (7.86%).
	<i>End of Year Forecast</i>	A favourable variance of \$854,800 (17.47%).

Other Revenues and Expenses variances previously reported to Council:

1. Year to date User Charges of \$42,127 is \$379,748, (90.01%) below the budget of \$421,875. The variance is due to the lower level of tonnages received through the Hazelmere C & I facility.

The full year forecast for User Charges is expected to be below the annual budget by \$559,305 (55.24%) for the reasons as outlined above.

2. Full Year Secondary Waste Charge of \$5,511,938 has been forecast to be \$678,715 (14.04%) above the budget of \$4,833,223. This variance is attributable to the higher level of tonnages compared to budget that has been forecast to be received from member Councils for the 2018/2019 financial year.
3. The full year forecast for Interest Restricted Cash Investments is expected to be above the annual budget by \$258,401 (10.90%). This is attributable to the higher level of funds available for investment as at 30 June 2018, additional funds invested during 2018/2019 compared to budget and a higher average interest rate expected to be received for the 2018/2019 financial year (2.70% as at 31 December 2018 compared to the budgeted rate of 2.60%).
4. Full year Proceeds from Sale of Assets is \$71,364 (26.01%) below the budget of \$274,418. The variance relates specifically to the timing of various items of plant and vehicles previously budgeted for change over during the 2018/2019 financial year that have been forecast not to be changed over as they will not attain the specified change over criteria.
5. Year to date Other Revenue of \$5,665 is \$111,545 (95.17%) below the budget of \$117,210. The variance relates specifically to the sale of products from the Hazelmere C&I Project due to the lower level of tonnages received through the facility and resulting recoverable material available for sale.

The full year forecast for Other Revenue is expected to be below the annual budget by \$459,481 (45.49%) relating specifically to the lower than budget electricity sales (\$315,311 compared to a budget of \$764,442) due to the delay in the commissioning of the Wood Waste to Energy (WWtE) facility.

6. Year to date Salary Expenses (Other Expenses) of \$173,078 is \$240,690 (58.17%) below the budget of \$413,768. The variance is principally attributable to the low level of activity in the Hazelmere C & I facility due to the lower level of tonnages received. A full review will be undertaken of the total EMRC wages and salaries as part of the 2018/2019 half year budget review.
7. Year to date Contract Expenses (Other Expenses) of \$52,825 is \$73,577 (58.21%) below the budget of \$126,402. This variance is due to the timing of the various Resource Recovery projects and the associated consultancy expenditure.

The full year forecast for Contract Expenses is expected to be below the annual budget by \$488,596 (32.35%) and relates specifically to the delay in the commissioning and subsequent management of the Wood Waste to Energy (WWtE) facility.

8. The full year forecast for Utility Expenses is expected to be below the annual budget by \$20,300 (47.43%). This is primarily attributable to the lower level of tonnages forecast to be received through the Hazelmere C & I facility.



Item 14.3 continued

9. Year to date Costs Allocated (Other Expenses) of \$241,664 is \$338,430 (58.34%) below the budget of \$580,094. This variance relates specifically to the timing of internal costs allocated between the Resource Recovery C & I Project and the Red Hill Landfill Facility Class III cell. This variance is predominantly offset against Costs Allocated (Operating Expenditure).

The full year forecast for Costs Allocated is expected to be below the annual budget by \$464,684 (39.73%).

There were no further significant Other Revenues and Expenses variances as at 31 December 2018.

<u>Other Comprehensive Income</u>	<i>Actuals for the Year</i>	An unfavourable variance of \$302,794.
	<i>End of Year Forecast</i>	An unfavourable variance of \$302,794.

As a result of a change to the *Local Government (Financial Management) Regulations 1996 (Reg.17A.5)* which states: "An asset is to be excluded from the assets of a local government if the fair value of the asset as at the date of acquisition by the local government is under \$5,000", the amount of \$302,794 was written back and recognised in the Statement of Comprehensive Income.

This value represents the net of the acquisition cost of the assets less the accumulated depreciation and assets revaluation reserve values applicable to these assets.

Capital Expenditure Statement (refer Attachment 2)

<u>Capital Expenditure</u>	<i>Actuals for the Year</i>	An unfavourable variance of \$9,370.
	<i>End of Year Forecast</i>	A favourable variance of \$2,370,444.

Capital Expenditure variances:

An unfavourable variance of \$9,370 existed as at 31 December 2018 when compared to the budget of \$2,721,762. The year to date budget provisions are used as a guide only as expenditure of a capital nature is undertaken as and when required.

Major capital expenditures to 31 December 2018 include:

- Construct and Commission Resource Recovery Park - Site Infrastructure - \$876,521;
- Leachate Project - Red Hill Landfill Facility - \$824,779;
- Purchase / Replace Plant - Red Hill Landfill Facility - \$445,000;
- Purchase Resource Recovery Park - WWtE Plant and Equipment - \$195,124;
- Construct and Commission Resource Recovery Park - WWtE Building - \$87,036;
- Purchase/Replace Vehicles - Red Hill Landfill Facility and Ascot Place - \$86,783; and
- Purchase / Replace Minor Plant and Equipment - Red Hill Landfill Facility - \$70,710.

A budget/forecast review was undertaken on the Capital Expenditure budgets during October 2018 in order to reflect the actual timing of various projects and match expenditure requirements in relation to tonnage forecasts.

Full Year Capital Expenditure has been forecast to be \$2,370,444 (11.88%) below the budget of \$19,951,903.



Item 14.3 continued

Significant reductions to capital budgets where savings have been achieved or where project expenditure has been deferred and/or carried forward include the following:

- Construct Class III Cell - Stage 15B - Red Hill Landfill Facility - \$900,000;
- New Waste Project - Red Hill Landfill Facility - \$850,000;
- Construct Class III Cell - Farm Stage 3 - Red Hill Landfill Facility - \$750,000;
- Purchase Resource Recovery Park - C & I Building Plant and Equipment - \$500,000;
- Construct Storage Bunkers for Wood Fines - Hazelmere - \$500,000;
- Capital Improvements Administration Building - Ascot Place - \$155,000;
- Construct Water Storage Dams - Red Hill Landfill Facility - \$150,000; and
- Construct Drainage Diversion & Infrastructures - Red Hill Landfill Facility - \$100,000.

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

- Construct Class III Cell - Stage 14 - Red Hill Landfill Facility - \$1,200,000;
- Construct Class III Leachate Pond - Red Hill Landfill Facility - \$250,000; and
- Construct and Commission Resource Recovery Park - Weighbridges (x2) - \$110,000.

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 December 2018 totals \$191,663,231. This is an increase of \$5,834,338 from the 30 June 2018 equity of \$186,130,189 and represents the net change in assets from operations.

It has been forecast that Total Equity as at 30 June 2019 will be above the original budget of \$193,948,686 by \$741,201.

Statement of Cash and Investments (refer Attachment 4)

The level of cash and investments in the Municipal Fund as at 31 December 2018 is \$14,193,300 and Restricted Cash amount to \$88,696,196.

The net movement for the month is an increase of \$1,836,024.

It has been forecast that Total Cash and Investments as at 30 June 2019 will be above the original budget of \$91,723,171 by \$3,582,583. This is primarily as a result of the lower level of forecast capital expenditure compared to budget that has been forecast for 2018/2019 together with additional funds generated from the increase in tonnages forecast for 2018.2019.

Investment Report (refer Attachment 5)

Term deposits valued at \$5,000,000 matured during December 2018. These were reinvested into further term deposits together with additional surplus funds.



Item 14.3 continued

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

Member Council	Implication Details
Town of Bassendean	} Nil
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: D2019/02610)
2. Capital Expenditure Statement (Ref: D2019/02611)
3. Statement of Financial Position (Ref: D2019/02612)
4. Statement of Cash and Investments (Ref: D2019/02613)
5. Investment Report (Ref: D2019/02615)

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 December 2018.

COUNCIL RESOLUTION(S)

MOVED CR POWELL

SECONDED CR WOLFF

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 2018.

CARRIED UNANIMOUSLY



STATEMENT OF COMPREHENSIVE INCOME

Nature and Type

Year to Date			DECEMBER 2018		Full Year		
Actual	Budget	Variance		Forecast	Budget	Variance	
Operating Income							
\$16,544,366	\$14,115,792	\$2,428,574	(F)	\$33,531,898	\$30,773,307	\$2,758,591	(F)
\$232,959	\$227,094	\$5,865	(F)	\$507,679	\$445,165	\$62,514	(F)
\$399,046	\$366,656	\$32,390	(F)	\$503,347	\$488,557	\$14,790	(F)
\$269,700	\$268,900	\$800	(F)	\$424,726	\$382,426	\$42,300	(F)
\$195,295	\$199,998	(\$4,703)	(U)	\$321,000	\$400,000	(\$79,000)	(U)
\$303,102	\$388,062	(\$84,960)	(U)	\$781,155	\$776,185	\$4,970	(F)
\$673,332	\$1,260,834	(\$587,502)	(U)	\$2,522,129	\$3,041,744	(\$519,615)	(U)
\$18,617,800	\$16,827,336	\$1,790,464	(F)	\$38,591,934	\$36,307,384	\$2,284,550	(F)
Operating Expenditure							
\$3,684,080	\$3,968,253	\$284,173	(F)	\$8,316,920	\$8,519,311	\$202,391	(F)
\$1,347,469	\$2,576,046	\$1,228,577	(F)	\$5,835,843	\$5,482,741	(\$353,102)	(U)
\$384,101	\$413,644	\$29,543	(F)	\$1,728,611	\$1,787,559	\$58,948	(F)
\$178,093	\$160,098	(\$17,995)	(U)	\$302,158	\$302,318	\$160	(F)
\$359,573	\$341,876	(\$17,697)	(U)	\$646,660	\$643,908	(\$2,752)	(U)
\$130,265	\$118,728	(\$11,537)	(U)	\$237,806	\$237,806	\$0	(F)
\$2,027,642	\$2,161,476	\$133,834	(F)	\$4,789,825	\$4,634,193	(\$155,632)	(U)
\$7,681,258	\$6,790,240	(\$891,018)	(U)	\$15,009,948	\$13,499,714	(\$1,510,234)	(U)
\$125,091	\$111,178	(\$13,913)	(U)	\$226,568	\$202,373	(\$24,195)	(U)
(\$280,319)	(\$616,767)	(\$336,448)	(U)	(\$881,760)	(\$1,192,699)	(\$310,939)	(U)
\$15,637,253	\$16,024,772	\$387,519	(F)	\$36,212,579	\$34,117,224	(\$2,095,355)	(U)
\$2,980,547	\$802,564	\$2,177,983	(F)	\$2,379,355	\$2,190,160	\$189,195	(F)
Surplus	Surplus		OPERATING RESULT FROM NORMAL ACTIVITIES	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;
5. Other Operating Income - includes income from the sale of products; and
6. Miscellaneous Expenses - includes the landfill levy expense of \$7,309,213 as at 31 December 2018.

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



STATEMENT OF COMPREHENSIVE INCOME

Nature and Type

DECEMBER 2018

Year to Date			Full Year		
Actual	Budget	Variance	Forecast	Budget	Variance
Other Revenues					
\$42,127	\$421,875	(\$379,748)	(U)	User Charges	\$453,195 \$1,012,500 (\$559,305) (U)
\$2,529,265	\$2,465,567	\$63,698	(F)	Secondary Waste Charge	\$5,511,938 \$4,833,223 \$678,715 (F)
\$0	\$0	\$0	(F)	Operating Grants	\$0 \$0 \$0 (F)
\$1,143,004	\$1,185,762	(\$42,758)	(U)	Interest Restricted Cash Investments	\$2,630,000 \$2,371,599 \$258,401 (F)
\$0	\$24	(\$24)	(U)	Reimbursements	\$50 \$50 \$0 (F)
\$14,773	\$12,027	\$2,746	(F)	Proceeds from Sale of Assets	\$203,054 \$274,418 (\$71,364) (U)
\$5,665	\$117,210	(\$111,545)	(U)	Other	\$550,631 \$1,010,112 (\$459,481) (U)
\$3,734,834	\$4,202,465	(\$467,631)	(U)	Total Other Revenues	\$9,348,868 \$9,501,902 (\$153,034) (U)
Other Expenses					
\$173,078	\$413,768	\$240,690	(F)	Salary Expenses	\$855,131 \$855,131 \$0 (F)
\$52,825	\$126,402	\$73,577	(F)	Contract Expenses	\$1,021,858 \$1,510,454 \$488,596 (F)
\$2,646	\$13,134	\$10,488	(F)	Material Expenses	\$118,850 \$126,850 \$8,000 (F)
\$5,792	\$16,548	\$10,756	(F)	Utility Expenses	\$22,500 \$42,800 \$20,300 (F)
\$0	\$498	\$498	(F)	Fuel Expenses	\$1,000 \$1,000 \$0 (F)
\$11,085	\$15,342	\$4,257	(F)	Insurance Expenses	\$71,894 \$71,894 \$0 (F)
\$39,099	\$45,084	\$5,985	(F)	Depreciation Expenses	\$432,660 \$432,660 \$0 (F)
\$4,160	\$14,965	\$10,805	(F)	Miscellaneous Expenses	\$178,175 \$193,175 \$15,000 (F)
\$47,900	\$49,998	\$2,098	(F)	Carrying Amount of Assets Disposed Of	\$192,867 \$204,121 \$11,254 (F)
\$241,664	\$580,094	\$338,430	(F)	Costs Allocated	\$705,015 \$1,169,699 \$464,684 (F)
\$578,249	\$1,275,833	\$697,584	(F)	Total Other Expenses	\$3,599,950 \$4,607,784 \$1,007,834 (F)
\$3,156,585	\$2,926,632	\$229,953	(F)	OPERATING RESULT FROM OTHER ACTIVITIES	\$5,748,918 \$4,894,118 \$854,800 (F)
Surplus	Surplus				Surplus Surplus
\$6,137,132	\$3,729,196	\$2,407,936	(F)	NET RESULT	\$8,128,273 \$7,084,278 \$1,043,995 (F)
Surplus	Surplus				Surplus Surplus
Realised/Unrealised (Gain)/Loss From Change in Fair Value of Investments					
\$0	\$0	\$0	(F)	Unrealised (Gain)/Loss	\$0 \$0 \$0 (F)
\$0	\$0	\$0	(F)	Realised (Gain)/Loss	\$0 \$0 \$0 (F)
\$0	\$0	\$0	(F)	Total (Gain)/Loss from change in Fair Value of Investments	\$0 \$0 \$0 (F)
Other Comprehensive Income					
\$302,794	\$0	(\$302,794)	(U)	Revaluation of Assets/Accumulated Depreciation Reversal	\$302,794 \$0 (\$302,794) (U)
\$0	\$0	\$0	(F)	Other Comprehensive Income	\$0 \$0 \$0 (F)
\$302,794	\$0	(\$302,794)	(U)	Total Other Comprehensive Income	\$302,794 \$0 (\$302,794) (U)
\$5,834,338	\$3,729,196	\$2,105,142	(F)	CHANGE IN NET ASSETS FROM OPERATIONS	\$7,825,479 \$7,084,278 \$741,201 (F)
Surplus	Surplus				Surplus Surplus



CAPITAL EXPENDITURE STATEMENT

DECEMBER 2018

Year to Date					Full Year			
Actual	Budget	Variance	On Order	(F) = Favourable variation (U) = Unfavourable variation	Forecast	Budget	Variance	
Governance and Corporate Services								
\$49,252	\$50,000	\$748 (F)	\$0		Purchase Vehicles - Ascot Place (24440/00)	\$208,493	\$208,493	\$0 (F)
\$0	\$0	\$0 (F)	\$0		Purchase Furniture Fittings & Equipment - Corporate Services (24510/01)	\$48,000	\$48,000	\$0 (F)
\$15,676	\$15,700	\$24 (F)	\$30,357		Purchase Information Technology & Communication Equipment (24550/00)	\$256,500	\$282,000	\$25,500 (F)
\$0	\$0	\$0 (F)	\$0		Purchase Art Works (24620/00)	\$0	\$30,000	\$30,000 (F)
\$0	\$0	\$0 (F)	\$0		Capital Improvement Administration Building - Ascot Place (25240/01)	\$102,000	\$257,000	\$155,000 (F)
\$0	\$0	\$0 (F)	\$0		Upgrade Security Equipment - Ascot Place (25530/01)	\$5,000	\$5,000	\$0 (F)
\$64,928	\$65,700	\$772 (F)	\$30,357			\$619,993	\$830,493	\$210,500 (F)



CAPITAL EXPENDITURE STATEMENT

DECEMBER 2018

Year to Date			Full Year		
Actual	Budget	Variance	Forecast	Budget	Variance

On (F) = Favourable variation
Order (U) = Unfavourable variation

Resource Recovery

\$87,036	\$0	(\$87,036) (U)	\$0	Construct and Commission Resource Recovery Park - Wood Waste to Energy Building (24259/05)	\$35,005	\$0	(\$35,005) (U)
\$0	\$0	\$0 (F)	\$0	Construct and Commission Resource Recovery Park - MRF Building - Hazelmere (24259/09)	\$10,000	\$10,000	\$0 (F)
\$0	\$0	\$0 (F)	\$94,635	Construct and Commission Resource Recovery Park - Weighbridge Office (24259/12)	\$95,000	\$70,000	(\$25,000) (U)
\$0	\$0	\$0 (F)	\$290,810	Construct and Commission Resource Recovery Park - Weighbridges (x2) (24392/02)	\$335,000	\$225,000	(\$110,000) (U)
\$876,521	\$900,000	\$23,479 (F)	\$1,802,908	Construct and Commission Resource Recovery Park - Site Infrastructure (24399/01)	\$2,650,000	\$2,650,000	\$0 (F)
\$42,792	\$48,400	\$5,608 (F)	\$31,289	Wood Waste to Energy Utilities/Infrastructure - Resource Recovery Park (24399/11)	\$225,000	\$225,000	\$0 (F)
\$195,124	\$198,800	\$3,676 (F)	\$495,618	Purchase Resource Recovery Park - Wood Waste to Energy Plant & Equipment (24410/03)	\$2,038,407	\$2,038,407	\$0 (F)
\$0	\$0	\$0 (F)	\$0	Purchase Resource Recovery Park C & I Building - Plant & Equipment (24410/04)	\$0	\$500,000	\$500,000 (F)
\$0	\$0	\$0 (F)	\$0	Purchase Other Equipment - Resource Recovery (24590/07)	\$2,000	\$2,000	\$0 (F)
\$1,201,473	\$1,147,200	(\$54,273) (U)	\$2,715,261		\$5,390,412	\$5,720,407	\$329,995 (F)

Waste Management



CAPITAL EXPENDITURE STATEMENT

DECEMBER 2018

Year to Date					Full Year		
Actual	Budget	Variance	On Order	(F) = Favourable variation (U) = Unfavourable variation	Forecast	Budget	Variance

Waste Management

\$0	\$0	\$0 (F)	\$0		\$30,000	\$30,000	\$0 (F)
\$0	\$0	\$0 (F)	\$0		\$63,000	\$63,000	\$0 (F)
\$7,909	\$0	(\$7,909) (U)	\$0		\$0	\$0	\$0 (F)
\$0	\$0	\$0 (F)	\$0		\$40,000	\$40,000	\$0 (F)
\$0	\$0	\$0 (F)	\$0		\$40,000	\$40,000	\$0 (F)
\$49,035	\$0	(\$49,035) (U)	\$14,400		\$1,200,000	\$0	(\$1,200,000) (U)
\$0	\$0	\$0 (F)	\$0		\$0	\$750,000	\$750,000 (F)
\$17,536	\$18,800	\$1,264 (F)	\$492,877		\$611,222	\$1,511,222	\$900,000 (F)
\$1,147	\$1,300	\$153 (F)	\$0		\$780,000	\$530,000	(\$250,000) (U)
\$824,779	\$471,192	(\$353,587) (U)	\$77,124		\$471,192	\$471,192	\$0 (F)
\$0	\$0	\$0 (F)	\$0		\$500,000	\$500,000	\$0 (F)
\$0	\$0	\$0 (F)	\$0		\$200,000	\$200,000	\$0 (F)
\$7,050	\$7,100	\$50 (F)	\$0		\$123,000	\$123,000	\$0 (F)

CAPITAL EXPENDITURE STATEMENT

DECEMBER 2018

Year to Date					Full Year		
Actual	Budget	Variance	On Order	(F) = Favourable variation (U) = Unfavourable variation	Forecast	Budget	Variance
Waste Management							
\$0	\$0	\$0 (F)	\$0	Construct Access Road to Lots 8 9 10 - Red Hill Landfill Facility (24370/02)	\$15,000	\$15,000	\$0 (F)
\$0	\$0	\$0 (F)	\$0	Construct Drainage Diversion and Earthworks Infrastructures - Red Hill Landfill Facility (24380/00)	\$100,000	\$200,000	\$100,000 (F)
\$0	\$0	\$0 (F)	\$0	Construct Water Storage Dams - Red Hill Landfill Facility (24393/00)	\$0	\$150,000	\$150,000 (F)
\$0	\$0	\$0 (F)	\$0	Construct Perimeter Fencing - Red Hill Landfill Facility (24394/00)	\$4,600	\$4,600	\$0 (F)
\$0	\$0	\$0 (F)	\$0	Construct Litter Fence - Red Hill Farm (24394/04)	\$13,000	\$13,000	\$0 (F)
\$0	\$0	\$0 (F)	\$0	Construct Litter Fence - Redhill Landfill Facility (24394/05)	\$29,474	\$29,474	\$0 (F)
\$1,564	\$0	(\$1,564) (U)	\$0	Construct Greenwaste Processing Area - Red Hill Landfill Facility (24395/00)	\$1,564	\$0	(\$1,564) (U)
\$2,470	\$2,470	\$0 (U)	\$0	Construct Hardstand and Road - Hazelmere (24395/01)	\$51,845	\$51,845	\$0 (F)
\$0	\$0	\$0 (F)	\$0	Construct Monitoring Bores - Red Hill Landfill Facility (24396/00)	\$40,000	\$40,000	\$0 (F)
\$0	\$0	\$0 (F)	\$0	Construct Storage Bunkers for Wood Fines (QA process) - Hazelmere (24399/09)	\$0	\$500,000	\$500,000 (F)
\$0	\$0	\$0 (F)	\$0	Air Supply lines - Waste Management Structures - Red Hill Landfill Facility (24399/10)	\$50,000	\$50,000	\$0 (F)
\$0	\$0	\$0 (F)	\$0	New Waste Project - Red Hill Landfill Facility (24399/16)	\$0	\$850,000	\$850,000 (F)
\$445,000	\$445,000	\$0 (F)	\$781,500	Purchase / Replace Plant - Red Hill Landfill Facility (24410/00)	\$3,910,000	\$3,910,000	\$0 (F)
\$0	\$0	\$0 (F)	\$0	Purchase / Replace Plant - Hazelmere (24410/01)	\$2,001,276	\$2,001,276	\$0 (F)



CAPITAL EXPENDITURE STATEMENT

DECEMBER 2018

Year to Date			On (F) = Favourable variation Order (U) = Unfavourable variation	Full Year		
Actual	Budget	Variance		Forecast	Budget	Variance

Waste Management

\$0	\$450,000	\$450,000	(F)	\$0	Purchase Plant for Leachate Project - Red Hill Landfill Facility (24410/08)	\$450,000	\$450,000	\$0	(F)
\$70,710	\$75,000	\$4,290	(F)	\$57,630	Purchase / Replace Minor Plant and Equipment-Red Hill Landfill Facility (24420/00)	\$372,000	\$382,000	\$10,000	(F)
\$0	\$0	\$0	(F)	\$0	Purchase / Replace Minor Plant and Equipment - Hazelmere (24420/02)	\$19,000	\$19,000	\$0	(F)
\$0	\$0	\$0	(F)	\$0	Purchase Minor Plant for Leachate Project - Red Hill Landfill Facility (24420/06)	\$98,800	\$98,800	\$0	(F)
\$37,531	\$38,000	\$469	(F)	\$38,381	Purchase / Replace Vehicles - Red Hill Landfill Facility (24430/00)	\$37,531	\$40,044	\$2,513	(F)
\$0	\$0	\$0	(F)	\$0	Purchase / Replace Office Equipment - Red Hill Landfill Facility (24510/08)	\$0	\$4,000	\$4,000	(F)
\$0	\$0	\$0	(F)	\$0	Purchase Fire Fighting System/Equipment - Hazelmere (24520/07)	\$17,700	\$17,700	\$0	(F)
\$0	\$0	\$0	(F)	\$0	Purchase / Replace Security System - Red Hill Waste Management Facility (24530/08)	\$103,000	\$103,000	\$0	(F)
\$0	\$0	\$0	(F)	\$0	Purchase / Replace Security System - Hazelmere (24530/10)	\$51,480	\$51,480	\$0	(F)
\$0	\$0	\$0	(F)	\$0	Purchase / Replace Other Equipment - Red Hill Landfill Facility (24590/00)	\$83,870	\$93,870	\$10,000	(F)
\$0	\$0	\$0	(F)	\$0	Purchase / Replace Miscellaneous Equipment - Hazelmere (24590/02)	\$2,500	\$2,500	\$0	(F)
\$0	\$0	\$0	(F)	\$0	Purchase/Replace Other Equipment - Engineering and Waste Management (24590/03)	\$0	\$2,000	\$2,000	(F)



CAPITAL EXPENDITURE STATEMENT

DECEMBER 2018

Year to Date					Full Year		
Actual	Budget	Variance	On Order	(F) = Favourable variation (U) = Unfavourable variation	Forecast	Budget	Variance
Waste Management							
\$0	\$0	\$0 (F)	\$0	Purchase / Replace Office Furniture and Fittings - Red Hill Landfill Facility (24610/08)	\$0	\$3,000	\$3,000 (F)
\$0	\$0	\$0 (F)	\$0	Purchase Office Furniture and Fittings-Hazelmere (24610/10)	\$2,000	\$2,000	\$0 (F)
\$0	\$0	\$0 (F)	\$0	Purchase Miscellaneous Furniture and Fittings - Red Hill Education Programme (24690/01)	\$1,000	\$1,000	\$0 (F)
\$0	\$0	\$0 (F)	\$0	Refurbish Environmental Education Centre - Redhill Landfill Facility (25253/00)	\$2,000	\$2,000	\$0 (F)
\$0	\$0	\$0 (F)	\$0	Refurbish Plant - Red Hill Landfill Facility (25410/00)	\$20,000	\$20,000	\$0 (F)
\$0	\$0	\$0 (F)	\$0	Refurbish Plant - Hazelmere (25410/01)	\$35,000	\$35,000	\$0 (F)
\$1,464,731	\$1,508,862	\$44,131 (F)	\$1,461,913		\$11,571,054	\$13,401,003	\$1,829,949 (F)
\$2,731,132	\$2,721,762	(\$9,370) (U)	\$4,207,530	TOTAL CAPITAL EXPENDITURE	\$17,581,459	\$19,951,903	\$2,370,444 (F)



STATEMENT OF FINANCIAL POSITION

DECEMBER 2018

Actual June 2018	Actual Year to Date		Full Year		
			Forecast	Budget	Variance
		(F) = Favourable variation (U) = Unfavourable variation			
Current Assets					
\$1,680,201	\$3,945,175	Cash and Cash Equivalents	\$3,809,914	\$4,081,732	(\$271,818) (U)
\$96,740,676	\$98,944,321	Investments	\$91,495,840	\$87,641,439	\$3,854,401 (F)
\$2,426,064	\$5,920,980	Trade and Other Receivables	\$2,578,805	\$2,578,375	\$430 (F)
\$29,845	\$27,467	Inventories	\$28,834	\$28,834	\$0 (F)
\$21,377	\$233,810	Other Assets	\$115,197	\$115,197	\$0 (F)
\$100,898,163	\$109,071,753	Total Current Assets	\$98,028,590	\$94,445,577	\$3,583,013 (F)
Current Liabilities					
\$3,604,991	\$6,132,850	Trade and Other Payables	\$3,846,227	\$3,846,227	\$0 (F)
\$1,541,191	\$1,541,191	Provisions	\$1,496,643	\$1,496,643	\$0 (F)
\$5,146,182	\$7,674,041	Total Current Liabilities	\$5,342,870	\$5,342,870	\$0 (F)
\$95,751,981	\$101,397,712	Net Current Assets	\$92,685,720	\$89,102,707	\$3,583,013 (F)
Non Current Assets					
\$50,570,000	\$50,570,000	Land	\$50,570,000	\$50,570,000	\$0 (F)
\$7,393,454	\$7,336,434	Buildings	\$7,681,334	\$7,785,986	(\$104,652) (U)
\$13,297,576	\$11,990,138	Structures	\$23,166,376	\$24,919,226	(\$1,752,850) (U)
\$10,030,392	\$9,562,453	Plant	\$15,950,023	\$16,624,030	(\$674,007) (U)
\$550,237	\$376,569	Equipment	\$887,326	\$1,064,458	(\$177,132) (U)
\$156,852	\$77,314	Furniture and Fittings	\$84,788	\$193,763	(\$108,975) (U)
\$11,953,602	\$14,051,607	Work in Progress	\$7,402,372	\$7,402,372	\$0 (F)
\$93,952,113	\$93,964,515	Total Non Current Assets	\$105,742,219	\$108,559,835	(\$2,817,616) (U)
Non Current Liabilities					
\$3,573,905	\$3,698,996	Provisions	\$3,738,052	\$3,713,856	(\$24,196) (U)
\$3,573,905	\$3,698,996	Total Non Current Liabilities	\$3,738,052	\$3,713,856	(\$24,196) (U)
\$186,130,189	\$191,663,231	Net Assets	\$194,689,887	\$193,948,686	\$741,201 (F)
Equity					
\$57,548,966	\$57,548,966	Accumulated Surplus/Deficit	\$56,856,098	\$56,856,098	\$0 (F)
\$86,979,194	\$86,979,194	Cash Backed Reserves	\$86,678,310	\$86,678,310	\$0 (F)
\$41,602,029	\$41,300,733	Asset Revaluation Reserve	\$43,330,000	\$43,330,000	\$0 (F)
\$0	\$5,834,338	Net change in assets from operations	\$7,825,479	\$7,084,278	\$741,201 (F)
\$186,130,189	\$191,663,231	Total Equity	\$194,689,887	\$193,948,686	\$741,201 (F)

CASH AND INVESTMENTS DECEMBER 2018

Actual June 2018	Actual Year to Date	(F) = Favourable variation (U) = Unfavourable variation	Full Year		
			Forecast	Budget	Variance
Municipal Cash and Investments					
1,676,751	3,941,725	Cash at Bank - Municipal Fund 01001/00	1,359,387	1,631,205	(271,818) (F)
3,450	3,450	Cash on Hand 01019/00 - 02	3,450	3,450	0 (F)
9,487,484	10,248,125	Investments - Municipal Fund 02021/00	6,043,076	2,447,076	3,596,000 (F)
11,167,685	14,193,300	Total Municipal Cash	7,405,913	4,081,731	3,324,182 (F)
Restricted Cash and Investments					
3,383,664	3,440,540	Restricted Investments - Plant and Equipment 02022/01	436,079	383,106	52,973 (F)
2,482,057	2,523,777	Restricted Investments - Post Closure Site Rehabilitation Red Hill 02022/02	2,691,638	2,683,542	8,096 (F)
16,089,599	16,360,049	Restricted Investments - Future Development 02022/03	20,259,260	20,327,842	(68,582) (F)
975,126	991,517	Restricted Investments - Environmental Monitoring Red Hill 02022/04	1,083,810	1,081,210	2,600 (F)
11,844	12,043	Restricted Investments - Environmental Insurance Red Hill 02022/05	13,156	13,129	27 (F)
14,737	14,985	Restricted Investments - Risk Management 02022/06	15,228	15,166	62 (F)
589,575	599,485	Restricted Investments - Class IV Cells Red Hill 02022/07	178,409	171,292	7,117 (F)
328,109	333,624	Restricted Investments - Regional Development 02022/08	400,170	400,342	(172) (F)
56,190,599	57,135,106	Restricted Investments - Secondary Waste Processing 02022/09	54,859,764	54,618,921	240,843 (F)
5,929,276	6,028,941	Restricted Investments - Class III Cells 02022/10	6,751,574	6,737,441	14,133 (F)
74,410	75,661	Restricted Investments - Building Refurbishment (Ascot Place) 02022/11	77,094	76,555	539 (F)
273,998	254,971	Restricted Investments - Accrued Interest 02022/19	169,765	169,765	0 (F)
0	0	Restricted Investments - Unrealised Loss/Gain on Investments 02022/20	0	0	0 (F)
910,197	925,497	Restricted Investments - Long Service Leave 02022/90	963,894	963,129	765 (F)
87,253,192	88,696,196	Total Restricted Cash	87,899,841	87,641,440	258,401 (F)
98,420,877	102,889,496	TOTAL CASH AND INVESTMENTS	95,305,754	91,723,171	3,582,583 (F)

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.

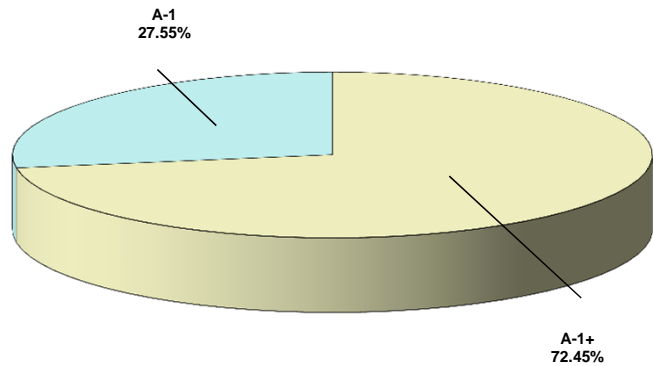
EMRC Investment Report

December 2018

I. Overall Portfolio Limits

S&P Long Term Rating	S&P Short Term Rating	% Portfolio	Investment Maximum %
AAA	A-1+	72.45%	100%
AA	A-1	27.55%	100%

Investment by S&P Rating



II. Single Entity Exposure

	% Portfolio
AMP	5.10%
ANZ Banking Group	5.10%
Bankwest	27.04%
ING	11.74%
NAB	11.23%
Suncorp	7.65%
Westpac / St. George Bank	32.14%
	<u>100.00%</u>

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	0.00%	0%	0%
	<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 DELEGATED POWERS AND DUTIES

REFERENCE: D2019/00720

PURPOSE OF REPORT

The purpose of this report is to complete the annual statutory review of the exercise of powers and discharge of duties as delegated by Council.

KEY POINTS AND RECOMMENDATION(S)

- It is a requirement of section 5.18 of the *Local Government Act 1995* (the Act) that the delegations made by the Council to Committees are reviewed in every financial year.
- It is a requirement of section 5.46 of the Act that the delegations made by the Council to the Chief Executive Officer (CEO) are reviewed in every financial year.
- The delegation of powers and duties remaining current are submitted for review and are recommended to be reaffirmed by Council.

Recommendation(s)

That Council re-affirms the delegated powers and duties as listed in the report.

SOURCE OF REPORT

Director Corporate Services

BACKGROUND

It is a requirement of section 5.18 of the Act that the delegations made by the Council to Committees are reviewed at least once in every financial year.

It is a requirement of section 5.46 of the Act that the delegations made by the Council to the CEO are reviewed at least once in every financial year.



Item 14.4 continued

REPORT

The list of Council decisions to delegate its powers or duties to a Committee or to the CEO are listed below. Only the decisions which are still current are being recommended to Council for review and to be re-affirmed.

The following is the list of current delegations required to be re-affirmed by Council:

Delegation Number	Date of Original Delegation	Description of Delegation	Delegated to	Reference
C2/97	29/08/1996	Power to pay accounts between meetings.	CEO	Current
C11/2014	04/12/2014	That Council pursuant to Section 5.42 of the <i>Local Government Act 1995</i> , amends the delegation to the Chief Executive Officer with respect to payments from the municipal or trust funds, to include a condition that the Chief Executive Officer is to provide a brief description outlining the nature of each transaction and payment made from municipal or trust funds on a monthly basis.	CEO	D2014/12979 17.2 Notice of Motion (Council)
C7/2001	22/02/2001	Authority to approve legal services to the value of \$5,000 in accordance with Council Policy Legal Representation Costs Indemnity Policy.	CEO	Current
C1/2005	19/05/2005	Finalise the sale of the land, within Lot 12, required for the Hills Spine Road and Perth – Adelaide Highway, to the Western Australian Planning Commission.	CEO	Current DMDOC/34306 (TAC Report) DMDOC/32855 (Council)
C1/2006	20/07/2006	The CEO, in consultation with the Chairman, is delegated authority to approve interstate and local travel related expenditure associated with pursuing lobbying and advocacy issues of an urgent nature, in accordance with Council Policy 1.8 – Lobbying and Advocacy Policy. Note: This delegation has been amended by C5/2016 such that the authority is also in accordance to Council approved budget. (D2018/07021)	CEO	Current DMDOC/107688 (CEOAC Report) DMDOC/52370 (Council)



Item 14.4 continued

Delegation Number	Date of Original Delegation	Description of Delegation	Delegated to	Reference
C2/2006	24/08/2006	That the CEO make appointments to the position of Acting Chief Executive Officer based on the EMRC employee holding the substantive position of Director and appointments being for a period of not longer than six (6) weeks.	CEO	Current DMDOC/55573 (Report) DMDOC/54252 (Council)
C1/2008	21/02/2008	The Investment Committee has only those delegated powers and duties of Council associated with the EMRC Investment Portfolio, that have not been delegated to the CEO inclusive of, but not limited to: (a) the acceptance of tenders for the provision of advice and services; and (b) to deal with any legal proceedings that may need to be initiated.	Investment Committee	Current Investment Committee Terms of Reference DMDOC/118164 DMDOC/78490 (Report) DMDOC/77280 (Council)
C1/2010	18/02/2010	That Council, by an 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)	CEO	Current DMDOC/126570 (Report) DMDOC/123820 (Council)
C1/2014	20/02/2014	That Council: 1. By absolute majority acting pursuant to section 5.42 of the <i>Local Government Act 1995</i> , delegates authority to the Chief Executive Officer to accept tenders conditional upon: (a) Provision having been made in the current budget for the purchase of the particular item or as authorised by Council in advance. Note: this delegation has been amended by C5/2016 at the Council meeting held 24/03/2016 (D2016/04799) increasing the limit from \$350,000 to \$400,000 excluding GST.	CEO	Current D2014/00706 (Report) D2013/02643 (Council)



Item 14.4 continued

Delegation Number	Date of Original Delegation	Description of Delegation	Delegated to	Reference
C1/2015	19/02/2015	By absolute majority in accordance with section 5.42 of the <i>Local Government Act 1995</i> , delegates authority to the Chief Executive Officer to donate EMRC product to the value of \$10,000 p.a.	CEO	Current D2015/02243 (Report) D2015/00181 (Council)
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.	CEO	Current D2015/13575 (Report) D2015/10208 (Council)
C5/2016	24/03/2016	That Council: 3. By absolute majority in accordance with section 5.45 of the <i>Local Government Act 1995</i> , amends delegation C1/2014 increasing the authority limit of the Chief Executive Officer to accept tenders to \$400,000 excluding GST. 4. By absolute majority in accordance with section 5.42 of the <i>Local Government Act 1995</i> , delegates authority to the Chief Executive Officer to exercise the option to extend any contract awarded under a tender with further extension periods following the initial contract period, subject to satisfactory performance. 5. Receives a report detailing the list of items approved under delegated authority as they arise at the next ordinary meeting of council.	CEO	Current D2016/03708 (Report) D2016/01544 (Council)
C6/2016	23/06/2016	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.	CEO	Current D2016/08210 (Report) D2016/06161 (Council)



Item 14.4 continued

Delegation Number	Date of Original Delegation	Description of Delegation	Delegated to	Reference
C3/2017	18/05/2017	That Council: 2. Grant the CEO delegated authority to accept quotations from HAAS or its authorised suppliers for the supply of spare parts and periodic equipment repairs of the HAAS timber grinder.	CEO	Current D2017/05958 (TAC Report) D2017/07166 (Council Report)
C6/2017	07/09/2017	That: 6. The Chairman and the Chief Executive Officer be authorised to sign the Financier Side Deed with the Security Trustee under the Common Seal.	Chairman and CEO	Current D2017/12794 (Council Report)
C2/2018	24/05/2018	That: 1. Council approve contract variations requested by Anergy Australia Pty Ltd under the contract with the EMRC up to the value specified in the report. 2. Council authorise a contingency allowance on the revised cost to completion as specified in the report for any further contract variations that may arise in completion of the Hazelmere wood waste to energy plant.	CEO	Current D2018/05183 (Council Report)
C10/2018	18/10/2018	That Council approve the extension of the City of Bayswater and EMRC agreement for the disposal of greenwaste by up to three (3) months to 31 January 2019 or a further period as determined by mutual agreement between the City of Bayswater and the EMRC CEO.	CEO	Current D2018/13871 (Council Report)



Item 14.4 continued

Delegation Number	Date of Original Delegation	Description of Delegation	Delegated to	Reference
C13/2018	06/12/2018	<p>That:</p> <ol style="list-style-type: none"> 1. Council Award Tender 2018-010 Provision of a Service to Operate and Maintain the Hazelmere Wood Waste to Energy Plant to Monadelphous Engineering Associates Pty Ltd at the listed rates forming the Attachment to this report for a two (2) year period commencing during the commissioning and acceptance testing of the plant, with an option for two (2) single year extensions at the discretion of the EMRC. 2. The CEO be authorised to enter into a contract on behalf of the EMRC with Monadelphous Engineering Associates Pty Ltd in accordance with their submitted tender, subject to any minor variations that may be agreed on between the EMRC CEO and Monadelphous Engineering Associates Pty Ltd. 3. The contract rates for Tender 2018-010 are adjusted annually at each anniversary of the contract based on the Wage Price Index (WPI) for Western Australia published by the Australian Bureau of Statistics publication 6345.0 Table 8a, over the previous twelve months. 	CEO	<p>Current D2017/04913 (TAC Report) D2017/07164 (Council Report)</p>



Item 14.4 continued

Delegation Number	Date of Original Delegation	Description of Delegation	Delegated to	Reference
C14/2018	6/12/2018	<p>That Council:</p> <ol style="list-style-type: none"> 1. Acknowledges that BT Equipment Pty Ltd T/A Tutt Bryant Equipment are the sole agent in Australia for Bomag Compaction Equipment and the only supplier of parts capable of the refurbishment of the two (2) older Bomag BC1172RB landfill compactors and therefore in accordance with <i>Local Government (Functions and General) Regulations 1996 r.11(2)(f)</i>, tenders will not be invited on this occasion. 2. Grant the CEO delegated authority to accept the submitted quotation from BT Equipment Pty Ltd T/A Tutt Bryant Equipment of \$509,747 (ex GST) for the refurbishment of the Bomag BC1172RB Landfill Compactors P2305 and P1942, subject to any minor variations that may be agreed on between the CEO and BT Equipment Pty Ltd T/A Tutt Bryant Equipment. 3. Authorise a 20% contingency allowance on the quoted price of the refurbishment to allow for any unforeseen circumstances that may arise. 	CEO	Current D2018/16279 (Council Report)



Item 14.4 continued

Delegation Number	Date of Original Delegation	Description of Delegation	Delegated to	Reference
C15/2018	6/12/2018	<p>That:</p> <ol style="list-style-type: none"> 1. Council authorises the CEO to enter into confidential discussions with the Western Metropolitan Regional Council in relation to the supply of residual waste for the proposed Resource Recovery Facility while negotiating for the supply of their general waste streams. 2. Any proposal for the supply of residual waste from Western Metropolitan Regional Council for the proposed Resource Recovery Facility be referred back to Council for consideration. 3. The report remains confidential and be certified by the Chairman and CEO. 	CEO	Current D2018/15614 (Council Report)

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

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

ATTACHMENT(S)

Nil

VOTING REQUIREMENT

Simply Majority

RECOMMENDATION(S)

That Council re-affirms the delegated powers and duties as listed in the report.

COUNCIL RESOLUTION(S)

MOVED CR POWELL

SECONDED CR WOLFF

THAT COUNCIL RE-AFFIRMS THE DELEGATED POWERS AND DUTIES AS LISTED IN THE REPORT.

CARRIED UNANIMOUSLY



14.5 COMMITTEE MEMBERSHIP – CHANGE OF MEMBER

REFERENCE: D2019/02046

PURPOSE OF REPORT

The purpose of this report is to seek the change of an officer member to the Technical Advisory Committee (TAC) and Resource Recovery Committee (RRC) for the City of Belmont.

KEY POINTS AND RECOMMENDATION(S)

- The EMRC has received a request from the City of Belmont that the Director Infrastructure Services be nominated to the position of member to the TAC and RRC.
- It is a requirement of section 5.10 of the *Local Government Act 1995* that appointment of a person to a committee be made by an Absolute Majority decision of Council.

Recommendation(s)

That Council by absolute majority:

1. Cancel the appointment of the Director Technical Services, from the City of Belmont as member to the Technical Advisory Committee and Resource Recovery Committee in accordance with section 5.11(2)(b) of the *Local Government Act 1995*.
2. In accordance with section 5.10 of the *Local Government Act 1995* appoints the Director Infrastructure Services, City of Belmont, as a member on the Technical Advisory Committee and Resource Recovery Committee.

SOURCE OF REPORT

Director Corporate Services

BACKGROUND

At the Special Council meeting held on 9 November 2017 (Ref: D2017/18095), the Director Technical Services, City of Belmont was appointed as the City of Belmont's member for TAC and RRC.

REPORT

Section 5.11(2)(b) of the *Local Government Act 1995* provides that membership of a committee continues until the local government removes the person from the office of committee member or the office of committee member otherwise becomes vacant.

The EMRC has received a request from the City of Belmont that the newly appointed Director Infrastructure Services, who replaced the previous role of the Director Technical Services, be nominated to the position of member to the TAC and RRC.

Accordingly, it is proposed that appointment of the position of Director Technical Services from the City of Belmont as officer member of the TAC and RRC be cancelled and replaced by the Director Infrastructure Services.

It is also a requirement of section 5.10 of the *Local Government Act 1995* that appointment of a person to a committee is to be made by an Absolute Majority decision of Council.



Item 14.5 continued

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

Member Council		Implication Details
Town of Bassendean	}	Nil
City of Bayswater		
City of Belmont		The City of Belmont will have a new officer committee member on the TAC and RRC.
City of Kalamunda	}	Nil
Shire of Mundaring		
City of Swan		

ATTACHMENT(S)

Nil

VOTING REQUIREMENT

Absolute Majority

RECOMMENDATION(S)

That Council by absolute majority:

1. In accordance with section 5.11(2)(b) of the *Local Government Act 1995*, cancel the appointment of the Director Technical Services, from the City of Belmont as a member to the Technical Advisory Committee and Resource Recovery Committee.
2. In accordance with section 5.10 of the *Local Government Act 1995* appoints the Director Infrastructure Services, City of Belmont, as a member on the Technical Advisory Committee and Resource Recovery Committee.



Item 14.5 continued

COUNCIL RESOLUTION(S)

MOVED CR POWELL

SECONDED CR WOLFF

THAT COUNCIL BY ABSOLUTE MAJORITY:

1. IN ACCORDANCE WITH SECTION 5.11(2)(B) OF THE *LOCAL GOVERNMENT ACT 1995*, CANCEL THE APPOINTMENT OF THE DIRECTOR TECHNICAL SERVICES, FROM THE CITY OF BELMONT AS A MEMBER TO THE TECHNICAL ADVISORY COMMITTEE AND RESOURCE RECOVERY COMMITTEE.
2. IN ACCORDANCE WITH SECTION 5.10 OF THE *LOCAL GOVERNMENT ACT 1995* APPOINTS THE DIRECTOR INFRASTRUCTURE SERVICES, CITY OF BELMONT, AS A MEMBER ON THE TECHNICAL ADVISORY COMMITTEE AND RESOURCE RECOVERY COMMITTEE.

CARRIED BY ABSOLUTE MAJORITY 12/0



14.6 ITEMS CONTAINED IN THE INFORMATION BULLETIN

REFERENCE: D2019/02338

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

1 CORPORATE SERVICES

- 1.1 CEO EXERCISE OF DELEGATED POWERS AND DUTIES (Ref: D2019/01357)
- 1.2 CORPORATE BUSINESS PLAN 2017/2018 – 2021/2022 PROGRESS REPORT (Ref: D2019/02127)

2 REGIONAL SERVICES

- 2.1 REGIONAL SERVICES ACTIVITY REPORT OCTOBER – DECEMBER 2018 (Ref: D2019/02346)
- 2.2 REGIONAL CONGESTION MANAGEMENT ACTION PLAN (Ref: D2019/02347)

3 WASTE SERVICES

- 3.1 COUNCIL TONNAGE COMPARISONS AS AT 31 DECEMBER 2018 (Ref: D2019/02344)

RECOMMENDATION(S)

That Council notes the items contained in the Information Bulletin accompanying the 21 February 2019 Ordinary Meeting of Council Agenda.

COUNCIL RESOLUTION(S)

MOVED CR POWELL SECONDED CR WOLFF

THAT COUNCIL NOTES THE ITEMS CONTAINED IN THE INFORMATION BULLETIN ACCOMPANYING THE 21 FEBRUARY 2019 ORDINARY MEETING OF COUNCIL AGENDA.

CARRIED UNANIMOUSLY



INFORMATION BULLETIN

Accompanying the
Ordinary Meeting of Council

21 February 2019

COUNCIL INFORMATION BULLETIN**21 February 2019****(REF: D2019/02338)****TABLE OF CONTENTS**

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1 CORPORATE SERVICES

1.1 CEO EXERCISE OF DELEGATED POWERS AND DUTIES

REFERENCE: D2019/01357

PURPOSE OF REPORT

The purpose of this report is to present to Council a list of delegations exercised by the 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

Acting 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 1.1 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
C3/2017	18/05/2017	Grant the CEO delegated authority to accept quotations from HAAS or its authorised suppliers for the supply of spare parts and periodic equipment repairs of the HAAS timber grinder.	Purchase of spare parts for the HAAS Grinder, January 2019.
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.	Advertisement of RFT2018-006 for alternate daily cover was advertised in the West Australian on Saturday 24 November 2018.
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.	Advertisement of RFT2018-011 for provision of lateritic caprock quarrying service was advertised in the West Australian on Saturday 8 December 2018.
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.	Advertisement of RFT2018-012 for provision of greenwaste shredding and transport service was advertised in the West Australian on Saturday 5 January 2019.
C5/2016	24/03/2016	By absolute majority in accordance with section 5.45 of the <i>Local Government Act 1995</i> , amends delegation C1/2014 increasing the authority limit of the Chief Executive Officer to accept tenders to \$400,000 excluding GST.	Contract awarded to Accucorp Pty Ltd on 1 November 2018.
C5/2016	24/03/2016	By absolute majority in accordance with section 5.45 of the <i>Local Government Act 1995</i> , amends delegation C1/2014 increasing the authority limit of the Chief Executive Officer to accept tenders to \$400,000 excluding GST.	Contract awarded to Ektimo Pty Ltd on 3 November 2018.

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.



Item 1.1 continued

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.

MEMBER COUNCIL IMPLICATIONS

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

ATTACHMENT(S)

Nil



1.2 CORPORATE BUSINESS PLAN 2018/2019 - 2022/2023 PROGRESS REPORT

REFERENCE: D2019/02127

PURPOSE OF REPORT

The purpose of this report is to provide a progress update against activities identified within EMRC's Corporate Business Plan 2018/2019 – 2022/2023 for the period October to December 2018.

KEY ISSUES AND RECOMMENDATION(S)

- Section 5.56(1) and (2) of the Local Government Act 1995 require that each local government is 'to plan for the future of the district', by developing plans in accordance with the regulations.
- The Local Government (Administration) Regulations 1996 specify that a 'plan for the future' comprises of the following:
 - A Strategic Community Plan – a minimum 10 year timeframe; and
 - A Corporate Business Plan – a four to five year plan, which translates the 10 year strategic plan into operations.
 - Council adopted the EMRC's Strategic Community Plan titled 10 Year Strategic Plan 2017 – 2027 on 18 August 2016 for implementation from 1 July 2017 onwards (Ref: D2016/10193).
 - Council adopted the EMRC's Corporate Business Plan 2018/2019 – 2022/2023 on 21 June 2018.

The attachment to this report provides a progress report against activities identified within the Corporate Business Plan 2018/2019 – 2022/2023 for the period October to December 2018.

SOURCE OF REPORT

Acting Chief Executive Officer

BACKGROUND

Section 5.56(1) and (2) of the *Local Government Act 1995* require that each local government is 'to plan for the future of the district', by developing plans in accordance with the regulations. The *Local Government (Administration) Regulations 1996* specify that a 'plan for the future' comprises of the following:

- A Strategic Community Plan – a minimum 10 year timeframe; and
- A Corporate Business Plan – a four to five year plan, which translates the 10 year strategic plan into operations.

Council adopted the EMRC's Strategic Community Plan titled 10 Year Strategic Plan 2017 – 2027 on 18 August 2016 for implementation from 1 July 2017 onwards (Ref: D2016/10193).

Council adopted the EMRC's Corporate Business Plan 2018/2019 – 2022/2023 on 21 June 2018 (Ref: D2018/05498).



Item 1.2 continued

REPORT

The *10 Year Strategic Plan 2017 – 2027* guides, at a strategic level, the direction that the EMRC will take over the next ten years towards achievement of its vision: *“To be a responsive and innovative leader in assisting Perth’s Eastern Region to be a great place to live, work, play and do business.”*

The Corporate Business Plan 2018/2019 – 2022/2023 was developed to articulate the strategic direction into operational activities. It is designed to ensure that the organisation as a whole is able to deliver on Council’s high level priorities, and summarises the services, operations and projects EMRC will deliver over the next five years.

The attachment to this report provides a Quarter Two progress report against activities identified within the Corporate Business Plan 2018/2019 – 2022/2023 for the period October to December 2018.

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 reflected in budgets and long term financial plans.

SUSTAINABILITY IMPLICATIONS

The Corporate Business Plan 2018/2019 – 2022/2023 identifies projects, programs and services for the benefit and sustainability of Perth’s Eastern Region.

MEMBER COUNCIL IMPLICATIONS

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

ATTACHMENT(S)

Corporate Business Plan 2018/2019 – 2022/2023 Quarter Two Progress Report for the period October to December 2018 (Ref: D2019/02596)



CORPORATE BUSINESS PLAN 2018/2019 – 2022/2023

PROGRESS REPORT

QUARTER TWO

OCTOBER TO DECEMBER 2018



INTRODUCTION

The Eastern Metropolitan Regional Council's (EMRC) Integrated Planning Framework has been developed to ensure that programs and services are being delivered in alignment with the strategic priorities of EMRC's key stakeholders. The **10 Year Strategic Plan 2017 to 2027** identifies the overarching outcomes that the EMRC Council aspires to achieve. The **Corporate Business Plan 2018/2018 – 2022/2023** (Corporate Business Plan) is used to drive operational activities and is aligned to the priorities identified in the 10 Year Strategic Plan. These two comprise EMRC's Plan for the Future. Strategic high level plans guide development of actions which are prioritised during annual business planning workshops, and resourced through the annual budget.

Council adopted the EMRC's Corporate Business Plan on 21 June 2018. The Corporate Business Plan is built on the foundation of three strategic Key Result Areas (KRA) identified within the 10 Year Strategic Plan 2017 to 2027. The Corporate Business Plan sets out the actions that staff will undertake to deliver on Council's strategic priorities.

Reports against the Corporate Business Plan provide Council with information on progress in relation to the achievement of projects and programs developed to achieve Council's vision "*To be a responsive and innovative leader in assisting Perth's Eastern Region to be a great place to live, work, play and do business*".

Updates against the Corporate Business Plan for the period October to December 2018 are contained within this document.

WENDY HARRIS

Acting Chief Executive Officer



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KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



1.1 TO PROVIDE SUSTAINABLE WASTE DISPOSAL OPERATIONS

1.1.1 Minimise the environmental impact of waste management operations

PROJECTS / ACTIONS	QUARTER	COMMENTS
Leachate Project (transfer leachate from Class IV and recommission)	Jul-Sept 2018	<ul style="list-style-type: none"> Estimated start for this project is December 2018
	Oct-Dec 2018	<ul style="list-style-type: none"> The transfer of the leachate from the Class IV cell to the new leachate ponds commenced late December and is estimated to be completed by mid to late February 2019.
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">
Construct Class III leachate pond	Jul-Sept 2018	<ul style="list-style-type: none"> The main contractor is mobilising to site in early October to complete the leachate ponds by mid to late November 2018.
	Oct-Dec 2018	<ul style="list-style-type: none"> The construction of the leachate ponds was completed mid-December and approved for use by the CQA (Construction Quality Assurance) Consultants late December.
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



1.1.1 Minimise the environmental impact of waste management operations

PROJECTS / ACTIONS	QUARTER	COMMENTS
Construct storm water and siltation ponds as required	Jul-Sept 2018	<ul style="list-style-type: none"> None required during this quarter.
	Oct-Dec 2018	<ul style="list-style-type: none"> None required during this quarter
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">
Rehabilitate former landfill cells	Jul-Sept 2018	<ul style="list-style-type: none"> A review of the entire landfill site was undertaken to document historical rehabilitation works since initial rehabilitation works in 1992 and areas for future rehabilitation. Staff tree planting was undertaken with over 3000 tubestock planted along the northern and eastern boundary of the site. A hydromulch trial with selected seed stock is currently in effect across 3 x 1000m² to determine the difference between 3 applications being, paper/glue, progranics and flexiterra.
	Oct-Dec 2018	<ul style="list-style-type: none"> Approximately 2,750 tubestock have been ordered for tree planting in 2019. As a result of property owners pulling out of the 20 Million Trees Project, 400 tubestock were planted in the offsets area and 800 tubestock were planted in the farm area. Seed collection activities occurring on site (mostly on Lots 8, 9 and 10 and the offsets area) over 4 separate occasions in Nov, Dec 2018 and Jan and Feb 2019.

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



1.1.1 Minimise the environmental impact of waste management operations

PROJECTS / ACTIONS	QUARTER	COMMENTS
	Jan-Mar 2019	•
	Apr-Jun 2019	•
Prepare and submit annual Monitoring and Compliance Reports: <ul style="list-style-type: none"> • Red Hill • Hazelmere • Offset compliance 	Jul-Sept 2018	• All environmental compliance monitoring was carried out in accordance with the regulatory requirements for the Red Hill Waste Management Facility and Hazelmere Resource Recover Park.
	Oct-Dec 2018	• Background information is currently being compiled in preparation for the submission of all compliance reporting for the first quarter in 2019.
	Jan-Mar 2019	•
	Apr-Jun 2019	•
Prepare National Greenhouse and Energy (NGERS) report	Jul-Sept 2018	<ul style="list-style-type: none"> • The EMRC is currently preparing a Section 19 Report for the 2017/2018 reporting year, which details greenhouse gas emissions and energy information as per the requirements of the Clean Energy Regulator under the <i>National Greenhouse and Energy Reporting (NGER) Act 2007</i>. • The report is due by 31 October 2018.

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



1.1.1 Minimise the environmental impact of waste management operations

PROJECTS / ACTIONS	QUARTER	COMMENTS
	Oct-Dec 2018	<ul style="list-style-type: none"> National Greenhouse and Energy Report submitted to the Clean Energy Regulator by the due date on 31 October 2018.
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">
Prepare National Pollutants Inventory Report (NPI)	Jul-Sept 2018	<ul style="list-style-type: none"> The EMRC is currently preparing a report on substance emissions resulting from waste and fuel associated with the Red Hill operations under the National Pollutant inventory (NPI) reporting requirements. The report is to be submitted via the online reporting system prior to the deadline of 30 September 2018.
	Oct-Dec 2018	<ul style="list-style-type: none"> The National Pollutant Inventory report was submitted to the Clean Energy Regulator on 20 September 2018.
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">
Implement Offset Program (Lots 501 and 82)	Jul-Sept 2018	<ul style="list-style-type: none"> Remaining tubestock from the tree planting event were used in the offsets area during the winter rains. Routine monitoring of fence integrity, activity in nest boxes, assessment of rehabilitation areas, identification of weed infestations and subsequent control measures continue as required in the Offset program.

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



1.1.1 Minimise the environmental impact of waste management operations

PROJECTS / ACTIONS	QUARTER	COMMENTS
	Oct-Dec 2018	<ul style="list-style-type: none"> As a result of property owners pulling out of the 20 Million Trees Project, an additional 400 tubestock were planted in the offsets area.
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">
Transition the Environmental Management System for the Red Hill Waste Management Facility from ISO 14001:2004 to ISO 14001:2015	Jul-Sept 2018	<ul style="list-style-type: none"> The EMRC has developed an Environmental Management System (EMS) for the Red Hill Waste Management Facility. The EMS had been developed in accordance with the ISO 14001:2004 internationally accepted standard. Following a recent 2 day transition audit conducted by SGS, the Red Hill Waste Management Facility was assessed and certified as meeting the requirements of the new ISO 14001: 2015 standard.
	Oct-Dec 2018	<p>The EMS Management Review was undertaken in October which involved the review of the following:</p> <ul style="list-style-type: none"> Organisation and its context (external and internal); Needs and expectations of interested parties, Objectives, targets and programs, Communication process, Environmental policy, Roles and responsibilities, <ul style="list-style-type: none"> Aspects risk register, etc
	Jan-Mar 2019	<ul style="list-style-type: none">

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



1.1.1 Minimise the environmental impact of waste management operations

PROJECTS / ACTIONS	QUARTER	COMMENTS
	Apr-Jun 2019	•

1.1.2 Provide a waste disposal service at Red Hill Waste Management Facility

PROJECTS / ACTIONS	QUARTER	COMMENTS
Operate Red Hill Waste Management Facility	Jul-Sept 2018	<ul style="list-style-type: none"> The Red Hill Waste Management Facility continues to operate in compliance with our Department of Water & Environmental Regulation (DWER) Licence Conditions. The DWER carried out a Landfill Levy and Compliance Inspection in September 2018 and the site passed the audit with no non-compliance issues raised.
	Oct-Dec 2018	<ul style="list-style-type: none"> The Red Hill Waste Management Facility continues to operate in compliance with our Department of Water & Environmental Regulation (DWER) Licence Conditions. The DWER carried out a Landfill Levy and Compliance Inspection in November 2018 and the site passed the audit with no non-compliance issues raised.
	Jan-Mar 2019	•
	Apr-Jun 2019	•
Construct site infrastructure as required	Jul-Sept 2018	• No new infrastructure required during this quarter.

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



1.1.2 Provide a waste disposal service at Red Hill Waste Management Facility

PROJECTS / ACTIONS	QUARTER	COMMENTS
	Oct-Dec 2018	<ul style="list-style-type: none"> No new infrastructure required during this quarter.
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">
Resolve potential fire ban closure of Red Hill with the Minister of Environment	Jul-Sept 2018	<ul style="list-style-type: none"> Discussion has been held with Mindarie Regional Council for a collaborative approach to resolving the issue of future potential Fire Ban closures at both facilities.
	Oct-Dec 2018	<ul style="list-style-type: none"> Progress pending discussion with FESA.
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">
Undertake Greenwaste (MGB) audit	Jul-Sept 2018	<ul style="list-style-type: none"> Due to commence in November 2018.

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



1.1.2 Provide a waste disposal service at Red Hill Waste Management Facility

PROJECTS / ACTIONS	QUARTER	COMMENTS
	Oct-Dec 2018	<ul style="list-style-type: none"> Will commence in mid-January
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">
Establish Liquid Waste Processing Plant	Jul-Sept 2018	<ul style="list-style-type: none"> A business case is currently being developed.
	Oct-Dec 2018	<ul style="list-style-type: none"> The business case was approved by the Executive Management Team in December 2018 A report will be presented to Council (through the Resource Recovery Committee) in early 2019
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



1.1.3 Review and Implement the Red Hill Development Plan

PROJECTS / ACTIONS	QUARTER	COMMENTS
Review and update Red Hill Development Plan	Jul-Sept 2018	<ul style="list-style-type: none"> Ongoing, draft plan has been prepared and will be reviewed prior to issuing to consultants for completion.
	Oct-Dec 2018	<ul style="list-style-type: none"> Ongoing, consultants are preparing the draft plan layouts and the Stage 14 (A & B) designs. The development plan should be complete in Feb 2019.
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">
Construct Class III Landfill Cell (Farm Stage 3)	Jul-Sept 2018	<ul style="list-style-type: none"> Not scheduled at this time. The location and numbering may change on completion of the Site Development Plan.
	Oct-Dec 2018	<ul style="list-style-type: none"> Not scheduled at this time. The location and numbering has changed. The new location is where the current greenwaste processing pad is sited. The Greenwaste pad is presently being relocated to the adjacent area and south of Farm Stages 1 & 2. The new numbering is Stage 14 and will be represented in detail in the new development plan.
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



1.1.3 Review and Implement the Red Hill Development Plan

PROJECTS / ACTIONS	QUARTER	COMMENTS
Construct Class III Cell Stage 15B	Jul-Sept 2018	<ul style="list-style-type: none"> Contract documents have been completed and ready to go to tender in October 2018.
	Oct-Dec 2018	<ul style="list-style-type: none"> Stage 15 B construction commenced early December
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">
Design and Construct Class IV Cell (Stage 2)	Jul-Sept 2018	<ul style="list-style-type: none"> Remediation of the Class IV cell will commence once the new leachate ponds have been commissioned and the leachate transferred. It is estimated to commence the remediation in January 2019.
	Oct-Dec 2018	<ul style="list-style-type: none"> This will commence in March 2019
	Jan-Mar 2019	<ul style="list-style-type: none">

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



1.1.3 Review and Implement the Red Hill Development Plan

PROJECTS / ACTIONS	QUARTER	COMMENTS
	Apr-Jun 2019	•
Construct drainage diversion and earthworks infrastructure, as required	Jul-Sept 2018	• No new drainage works required for this period.
	Oct-Dec 2018	• No new drainage required for this period.
	Jan-Mar 2019	•
	Apr-Jun 2019	•
	Jul-Sept 2018	• No new water storage required for this period.
Construct water storage dams	Oct-Dec 2018	• No new water storage required for this period.
	Jan-Mar 2019	•

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



1.1.3 Review and Implement the Red Hill Development Plan

PROJECTS / ACTIONS	QUARTER	COMMENTS
	Apr-Jun 2019	•

1.1.4 Operate member councils' waste transfer stations where applicable

PROJECTS / ACTIONS	QUARTER	COMMENTS
Operate Shire of Mundaring Transfer Stations	Jul-Sept 2018	• The EMRC continued operating the Shire of Mundaring Transfer Stations ensuring an effective service for the Shire of Mundaring community.
	Oct-Dec 2018	• The EMRC continued operating the Shire of Mundaring Transfer Stations ensuring an effective service for the Shire of Mundaring community.
	Jan-Mar 2019	•
	Apr-Jun 2019	•

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



1.2 TO IMPROVE REGIONAL WASTE MANAGEMENT

1.2.1 Collect, manage and dispose of problematic waste in the Region in a sustainable manner

PROJECTS / ACTIONS	QUARTER	COMMENTS
Implement the Household Hazardous Waste Program	Jul-Sept 2018	<ul style="list-style-type: none"> The Household Hazardous Waste Collection Program continued at the Facility with our quarterly collection by the WALGA Contractor completed in August 2018 with a total of 5.55 tonnes of HHW collected and 6.55 tonnes of Paint collected under the Federal Paintback Program for this period.
	Oct-Dec 2018	<ul style="list-style-type: none"> The Household Hazardous Waste Collection Program continued at the Facility with our quarterly collection by the WALGA Contractor completed in November 2018 with a total of 5.40 tonnes of HHW collected and 3.40 tonnes of Paint collected under the Federal Paintback Program for this period.
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">
Implement the Battery Collection Program	Jul-Sept 2018	<ul style="list-style-type: none"> 2,848 kg of batteries were collected at public places and 1149 kg were collected from schools. 354 kg of CFL (compact florescent lighting) was collected from public places. Five new schools enrolled into the program; South East Metro Language Development Centre (260 students), Ellenbrook Secondary College (1681 students), Aveley Primary School (732 students), Morley Senior High School (1055 students) and Maylands Peninsula Primary School (651 students). Four new public recycling locations installed by City of Bayswater and added to collection roster; Bayswater Waves, Morley Galleria, Hawaiian's Noranda and the Morley Recreation Centre. Commencing in 2019, the Schools Battery Collection Competition will change to align with the calendar year instead of the financial year. This has been implemented to increase ease of administrating the program, decreasing quantities of batteries left in schools over the summer holidays, and potentially reduce costs. Thirty-six schools not yet registered for the program were contacted via mail inviting them to join. Prizes awarded at the end of the shorter six-month competition will include a 'most-improved' recipient in each school category plus a prize category exclusively for recently joined schools.

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



1.2.1 Collect, manage and dispose of problematic waste in the Region in a sustainable manner

PROJECTS / ACTIONS	QUARTER	COMMENTS
	Oct-Dec 2018	<ul style="list-style-type: none"> • 3030.8 kg of batteries were collected at public places and 2207.9 kg were collected from schools. • 456 kg of CFL (compact florescent lighting) was collected from public places. • One new school enrolled into the program – Embleton Primary School (151 students). • One new public location – Wasteless Pantry, Hawaiians Bassendean Shopping Centre •
	Jan-Mar 2019	<ul style="list-style-type: none"> •
	Apr-Jun 2019	<ul style="list-style-type: none"> •

1.2.2 Continue the Waste Education Program and align this to new operations and resource recovery

PROJECTS / ACTIONS	QUARTER	COMMENTS
Develop the Waste and Recycling Guide and distribute to member Councils	Jul-Sept 2018	<ul style="list-style-type: none"> • All 2018/19 Waste and Recycling guide distribution was completed by member councils. New measures will be implemented to streamline process next year. • Discussions are underway regarding an online platform to complement the paper version of the guide. •
	Oct-Dec 2018	<ul style="list-style-type: none"> • Further meetings held with member council staff regarding an online platform to complement the paper version of the guide.
	Jan-Mar 2019	<ul style="list-style-type: none"> •
	Apr-Jun 2019	<ul style="list-style-type: none"> •

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



1.2.1 Collect, manage and dispose of problematic waste in the Region in a sustainable manner

PROJECTS / ACTIONS	QUARTER	COMMENTS
Review and implement the Waste Education Strategy	Jul-Sept 2018	<ul style="list-style-type: none"> EMRC is currently updating the Waste Strategy, in consultation with the Regional Waste Education Steering Group (RWESG). Waste Education has been involved and is working with the various stakeholders. RWESG will wait to finalise the Regional Waste Education Strategy, to ensure it is correctly aligned with the EMRC and WA Waste Strategy's. Reviewing time frames can then come in line with reviews of the State Strategy in the future. Once the EMRC Strategy and WA Strategy is nearing completion a dedicated meeting will be held to go over the draft Regional Waste Education Strategy and Action Plans thoroughly and adjust where needed.
	Oct-Dec 2018	<ul style="list-style-type: none"> The RWESG participated in a short workshop to address a number of questions that had been raised due to the release of the Draft Waste Strategy. The RWESG is currently looking over the draft Waste Education Strategy and providing feedback.
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



1.2.1 Collect, manage and dispose of problematic waste in the Region in a sustainable manner

PROJECTS / ACTIONS	QUARTER	COMMENTS
Develop and deliver waste education resources and tools at workshops and events to support behaviour change	Jul-Sept 2018	<ul style="list-style-type: none"> • Waste Education Loan Resources utilisation <ul style="list-style-type: none"> • Loan Boxes – all five loan boxes borrowed by Gooseberry Primary School throughout June and July; • Loan Boxes – Hillcrest Primary School (3 boxes) August; • Loan Box - Ngala Early Learning & Development Centre (1 box) August/September; • IScope Stands – Belmont Public Library; and • RGANG Mannequins – borrowed by City of Swan from April onwards. • Events attended: <ul style="list-style-type: none"> • Ten school visits, consisting of incursions and presentations. • Four community events attended. • School Holiday Youth Waste Workshop (7-12yr olds) – 5 July 2018 – 40 children and their guardians toured the Red Hill facility and undertook activities at the Education Centre. • Waste Education officers attended the Royal Show with other regional councils. Earth Carer volunteers helped staff throughout the week. • 18 event planning/network/working group/promotion events were attended by Waste Education. • Red Hill Waste Education Building and Garden <ul style="list-style-type: none"> • The worm farm has been totally revamped. Signage has been added to the worm farm and compost bin to educate users and visitors to ensure that these can be used for education purposes when required. The worm farm and compost bin are now functioning well and are providing additional learning activities. • The rear landing of the Waste Education Building required repair due to the presence of protruding nails and loose decking. • The layout in the Education Centre has been modified to improve the appearance and functionality of activities. • The activity booklet has been reviewed and updated with a view to improve learning outcomes.

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



1.2.1 Collect, manage and dispose of problematic waste in the Region in a sustainable manner

PROJECTS / ACTIONS	QUARTER	COMMENTS
		<ul style="list-style-type: none"> • More focus has been given to worm farming and composting activities as the Waste Education team works toward limiting the amount of craft activities, which are time-consuming to set up, facilitate and tidy-up, and inevitably contribute to waste generation. • Recycling Market Update and Consistent Communications Information <ul style="list-style-type: none"> • A number of briefing sessions and meetings have been held over the recycling market and move towards consistent communications. • The market is changing rapidly and is uncertain for a number of materials. • There are a range of different materials which cause problems when put in a recycling bin and these issues can affect processing, safety or quality. • A consistent message has been agreed upon, and Local Governments are encouraged to implement this messaging as soon as practicable. • Website, Fact Sheets and Brochures <ul style="list-style-type: none"> • Colouring-in sheets with information relating to each of the RGang messages (Reduce, Reuse. Recycle and Recover) were produced upon request from the City of Bayswater, and are available for distribution to all member councils. • The website (RGang) has had a number of page updates completed. Correct versions of all W&R Guides are now online. Pages are being updated and condensed as time allows, with a number of old pages removed and new pages created.
	Oct-Dec 2018	<ul style="list-style-type: none"> • Waste Education Loan Resources utilisation <ul style="list-style-type: none"> • Loan Boxes – Lockridge Primary School (paper making boxes) November; and • RGANG Mannequins – borrowed by City of Swan from April onwards. • Events attended and held: <ul style="list-style-type: none"> • Three community events attended. • Four Earth Carer volunteers helped Swan Council staff at the Ellenbrook Christmas Pageant. • Two events were held in National Recycling Week, 13-19 November 2017. Consisting of: Total

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



1.2.1 Collect, manage and dispose of problematic waste in the Region in a sustainable manner

PROJECTS / ACTIONS	QUARTER	COMMENTS
		<p>Green Recycling Tour – 15 November – booked full, with 21 attending; and Cleanaway Material Recovery Facility Tour – 16 November – booked full, with 31 attending.</p> <ul style="list-style-type: none"> • Three Saturday Community Bus Tours of Red Hill Waste Management Facility were conducted this quarter. Town of Bassendean (18 attendees), City of Kalamunda (12 attendees), City of Bayswater (15 attendees). • 19 event planning/network/working group/promotion/advocacy events were attended by Waste Education. <ul style="list-style-type: none"> • Red Hill Waste Education Building and Garden <ul style="list-style-type: none"> • A display utilising deconstructed e-waste (laptop and mobile phones) and fact-sheets has been set up in the Education Centre which allows students to explore the complexity, potential health risks and value of components intrinsic to the e-waste stream. • Website, Fact Sheets and Brochures <ul style="list-style-type: none"> • Work has commenced to improve the content and design of the education booklet provided to students for activities at the Red Hill Environmental Education Centre in 2019. This will coincide with a reconfiguration of, and improvements to the displays at the centre. • The website (RGang) has had a number of page updates completed to address changes in recycling rules. Pages are updated and condensed as time allows, with a number of old pages to be removed and replaced with new pages. • An information brochure outlining the 'Battery Collection Program for Schools' initiative has been developed as a way to encourage schools which are yet-to-participate to join.
	Jan-Mar 2019	<ul style="list-style-type: none"> •
	Apr-Jun 2019	<ul style="list-style-type: none"> •

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



1.2.1 Collect, manage and dispose of problematic waste in the Region in a sustainable manner

PROJECTS / ACTIONS	QUARTER	COMMENTS
Facilitate the Earth Carer's training Course	Jul-Sept 2018	<ul style="list-style-type: none"> The next course is scheduled to run from 7 - 21 November 2018. Expressions of Interest were open via the RGang website in May and registrations for the November course opened on 18 September, with 20 people registered as of the end of September. Participants of the May course who missed one or more sessions have been invited to complete those sessions which will enable them to graduate from the course.
	Oct-Dec 2018	<ul style="list-style-type: none"> Earth Carers course was conducted from 7 - 21 November, 2018. On average, 31 people attended each of the five sessions. Twenty-five participants attended all five sessions and graduated. Three participants in the May course returned to complete sessions they missed, and also now graduated. A feedback survey form was distributed to November's attendees to ascertain perceptions and gain their feedback, which will assist course design moving forward. The survey revealed that the course exceeded the majority of respondents' expectations. As of the end of December, 2018, 37 people had registered an expression of interest in the next course which is scheduled for May, 2019.
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">
Support WA Waste initiatives regarding: <ul style="list-style-type: none"> Container Deposit Scheme Illegal dumping 	Jul-Sept 2018	<ul style="list-style-type: none"> Attended the following working groups: <ul style="list-style-type: none"> Reducing Illegal Dumping (RID) Working Group. Container Deposit Scheme Working Group. Consultation workshops on the implementation of the Plastic Bag Ban.

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



1.2.1 Collect, manage and dispose of problematic waste in the Region in a sustainable manner

PROJECTS / ACTIONS	QUARTER	COMMENTS
• Plastic bag ban	Oct-Dec 2018	<ul style="list-style-type: none"> • Attended the following working groups: <ul style="list-style-type: none"> • Reducing Illegal Dumping (RID) Working Group. • Container Deposit Scheme Working Group. • Consistent Communications Collective. • Consultation workshops on the implementation of the Container Deposit Scheme. •
	Jan-Mar 2019	•
	Apr-Jun 2019	•
Promote and co-ordinate Waste Education Tours	Jul-Sept 2018	<ul style="list-style-type: none"> • Red Hill Guided Tours and Education Centre <ul style="list-style-type: none"> • July – 1 tour, 40 attended • August - 5 tours, 306 attended • September – 3 tours, 112 attended
	Oct-Dec 2018	<ul style="list-style-type: none"> • Red Hill Guided Tours and Education Centre <ul style="list-style-type: none"> • October – 8 tours, 318 attended • November – 4 tours, 63 attended • December – 2 tours, 74 attended
	Jan-Mar 2019	•
	Apr-Jun 2019	•

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



1.2.3 Provide a Waste Management Advisory Service

PROJECTS / ACTIONS	QUARTER	COMMENTS
Undertake contaminated sites investigations (where required)	Jul-Sept 2018	<ul style="list-style-type: none"> Contaminated sites investigations continued at Red Hill with the DWER contaminated sites audit successfully completed in July 2018.
	Oct-Dec 2018	<ul style="list-style-type: none"> No update during this quarter.
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">
Provide environmental consultancy service to member Councils and other clients (where required)	Jul-Sept 2018	<ul style="list-style-type: none"> Consultancy services were not requested during this quarter.
	Oct-Dec 2018	<ul style="list-style-type: none"> Consultancy services being expanded in the waste assessment process of contaminated material with external clients.
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">

1.3 TO PROVIDE RESOURCE RECOVERY AND RECYCLING SOLUTIONS IN PARTNERSHIP WITH MEMBER COUNCILS

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



1.3.1 Establish a Resource Recovery Facility (RRF)

PROJECTS / ACTIONS	QUARTER	COMMENTS
Implement Council resolution relating to RRF tender	Jul-Sept 2018	<ul style="list-style-type: none"> HZI consortium progressing Environmental Approval for East Rockingham facility HZI recruiting additional waste tonnes to facilitate them to achieve financial close
	Oct-Dec 2018	<ul style="list-style-type: none"> Amended environmental approval with the Appeals Convener, Development Application lodged with City of Rockingham, consortium working on financial close matters and a renewable energy proposal for project participants.
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">
Prepare annual report on Ministerial Conditions for the RRF	Jul-Sept 2018	<ul style="list-style-type: none"> The Annual Report is due in January 2019.
	Oct-Dec 2018	<ul style="list-style-type: none"> Information is being collated in preparation for the Annual Report.
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">
Investigate modular model options for an Anaerobic Digestion Plant at the Red Hill Waste Management Facility	Jul-Sept 2018	<ul style="list-style-type: none"> Preliminary costings obtained for several options Financial model to be developed Feasibility study to be undertaken Section 46 Amendment to existing Environmental Approval for Red Hill RRF to extend approval for further 5 years has been lodged
	Oct-Dec 2018	<ul style="list-style-type: none"> Report to December meeting of Council on options available. Further report due March 2019.

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



PROJECTS / ACTIONS	QUARTER	COMMENTS
	Jan-Mar 2019	•
	Apr-Jun 2019	•

1.3.2 Develop the Hazelmere Resource Recovery Park (HRRP)

PROJECTS / ACTIONS	QUARTER	COMMENTS
Review and update Hazelmere Development Plan	Jul-Sept 2018	<ul style="list-style-type: none"> • Development Plan updated to incorporate Stage 2 development Works • Further updates following confirmation of financial close for East Rockingham Facility (ERF)
	Oct-Dec 2018	<ul style="list-style-type: none"> • No further progress at this stage
	Jan-Mar 2019	•
	Apr-Jun 2019	•
Research and scope Community Transfer Station and Community Reuse Store	Jul-Sept 2018	<ul style="list-style-type: none"> • Alternative location within HRRP identified • Draft concepts being investigated within constraints of identified site • Detail work to be completed following confirmation of East Rockingham Facility financial close
	Oct-Dec 2018	<ul style="list-style-type: none"> • No further development at this stage

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



1.3.2 Develop the Hazelmere Resource Recovery Park (HRRP)

PROJECTS / ACTIONS	QUARTER	COMMENTS
	Jan-Mar 2019	•
	Apr-Jun 2019	•
Construct and commission weighbridges (2)	Jul-Sept 2018	<ul style="list-style-type: none"> • Tender issued via Tenderlink • Tender evaluation commenced
	Oct-Dec 2018	<ul style="list-style-type: none"> • Geotechnical assessment undertaken of weighbridge area • Site groundworks completed • Contract awarded to Accuweigh Pty Ltd • Preliminary and final designs submitted • Construction commenced on weighbridge footings and approaches • Final design of weighbridge hut confirmed •
	Jan-Mar 2019	•
	Apr-Jun 2019	•
Construct and commission Wood Waste to Energy Plant (WWTE)	Jul-Sept 2018	<ul style="list-style-type: none"> • Fabrication of components continued at Bunbury facility • Agency engaged Site Construction Supervisor • Site construction recommenced

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



1.3.2 Develop the Hazelmere Resource Recovery Park (HRRP)

PROJECTS / ACTIONS	QUARTER	COMMENTS
		<ul style="list-style-type: none"> • Feed bunker delivered and installed • Feed conveyer delivered to site • Staged air cyclonic thermal oxidizer (SACTO) delivered and installed • Gas conditioning columns delivered and installed • 2.5m, 3.5m & 5.0m deck levels commenced • Electrical contractor commenced High and Low Voltage works • Perth Airport Pty Ltd (PAPL) submitted HV access permit submission to Western Power
	Oct-Dec 2018	<ul style="list-style-type: none"> • Diesel Generator relocated to Bunbury for rectification works • Various column footings and plinths constructed • Various pumps and fans installed • Handrails and stairs to 2.5m & 3.5m deck levels installed • Syngas polisher and Column installed • Heat exchanger installed • Dehumidifiers located • MX-91 Air compressors installed • PV-91 Air Dryers place in location • PV-92A/B Air Buffer Tanks installed • HV work completed up to testing and commission stage • LV Cables installed to transformers and glanded off • Rectification works to Feed Bunker completed • Further fabrication works undertaken at Bunbury factory • HV cable alternative power supply to Wood Waste Grinder from WWTE plant installed and terminated
	Jan-Mar 2019	<ul style="list-style-type: none"> •

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



1.3.2 Develop the Hazelmere Resource Recovery Park (HRRP)

PROJECTS / ACTIONS	QUARTER	COMMENTS
	Apr-Jun 2019	•
Prepare and submit WWTE Facility commissioning compliance report to DWER	Jul-Sept 2018	• Pending commissioning of WWTE.
	Oct-Dec 2018	• Pending commissioning of WWTE.
	Jan-Mar 2019	•
	Apr-Jun 2019	•
	Jul-Sept 2018	• Report due in February 2019.
Prepare and submit Ministerial Conditions report to the EPA	Oct-Dec 2018	• Information has started to be collated in preparation for the reporting, which is due in February 2019.
	Jan-Mar 2019	•

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



1.3.2 Develop the Hazelmere Resource Recovery Park (HRRP)

PROJECTS / ACTIONS	QUARTER	COMMENTS
	Apr-Jun 2019	•
Construct Storage Bunkers for wood fines	Jul-Sept 2018	<ul style="list-style-type: none"> Project on hold following engineering costings indicated well in excess of budget Further work needed following completion of Stage 2 works
	Oct-Dec 2018	<ul style="list-style-type: none"> No further development at this stage – Stage 2 works in construction
	Jan-Mar 2019	•
	Apr-Jun 2019	•
Develop a monitoring regime for the WWTE Facility to meet regulatory requirements: <ul style="list-style-type: none"> Wood waste feedstock monitoring Stack emissions monitoring Ambient monitoring 	Jul-Sept 2018	<ul style="list-style-type: none"> Pending commissioning of WWTE.
	Oct-Dec 2018	<ul style="list-style-type: none"> Pending commissioning of WWTE.
	Jan-Mar 2019	•

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



1.3.2 Develop the Hazelmere Resource Recovery Park (HRRP)

PROJECTS / ACTIONS	QUARTER	COMMENTS
	Apr-Jun 2019	•
Monitor ground water at the HHRP with the aim of removing the site as a 'potentially' contaminated site.	Jul-Sept 2018	• Monitoring continues and will continue to be treated until results warrant application to reclassify site.
	Oct-Dec 2018	• No changes to previous quarter.
	Jan-Mar 2019	•
	Apr-Jun 2019	•

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



1.3.3 Identify and develop resource recovery products and markets in order to reduce waste going to landfill

PROJECTS / ACTIONS	QUARTER	COMMENTS
Investigate markets for plastics (C&I Facility)	Jul-Sept 2018	• Investigations are underway.
	Oct-Dec 2018	• Plastic Recycling business case reviewed and will be acted on in 2019.
	Jan-Mar 2019	•
	Apr-Jun 2019	•
Undertake research and market development for Biochar (WWTE)	Jul-Sept 2018	• Investigations are underway.
	Oct-Dec 2018	• Two potential clients located in the Eastern States have been identified and discussions have commenced
	Jan-Mar 2019	•
	Apr-Jun 2019	•
Investigate markets for Ferricrete and PFAS	Jul-Sept 2018	• Investigations are underway.
	Oct-Dec 2018	• Ferricrete: Ongoing • PFAS: a number of organisations have commenced negotiations
	Jan-Mar 2019	•
	Apr-Jun 2019	•
Develop and implement programs to increase sales of Red Hill by-products	Jul-Sept 2018	• Investigations are underway.
	Oct-Dec 2018	• Ongoing
	Jan-Mar 2019	•
	Apr-Jun 2019	•

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



1.3.3 Identify and develop resource recovery products and markets in order to reduce waste going to landfill

PROJECTS / ACTIONS	QUARTER	COMMENTS
Develop and implement programs to increase sales for Hazelmere by-products	Jul-Sept 2018	• Investigations are underway.
	Oct-Dec 2018	• Ongoing
	Jan-Mar 2019	•
	Apr-Jun 2019	•

1.4 TO INVESTIGATE LEADING EDGE WASTE MANAGEMENT PRACTICES

1.4.1 Undertake research into Integrated Waste Management

PROJECTS / ACTIONS	QUARTER	COMMENTS
Investigate feasibility of a MRF at the Hazelmere Resource Recovery Park	Jul-Sept 2018	• Investigations are underway.
	Oct-Dec 2018	• No progress during this quarter
	Jan-Mar 2019	•
	Apr-Jun 2019	•

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



1.4.2 Provide leadership in the development of waste policy and practices

PROJECTS / ACTIONS	QUARTER	COMMENTS
Provide input to new DWER policies and regulations affecting waste disposal, composting etc.	Jul-Sept 2018	<ul style="list-style-type: none"> • Provided submission on the draft Industry Regulation Guide to Licencing. • Attended consultation workshop on DWER's renewed digital strategy to improve the delivery of services to customers. • Provided submission on draft odour guidelines for prescribed premises. • Provided input to Clean Energy Regulator on NGERS process and review into the National Greenhouse and Energy Reporting legislation.
	Oct-Dec 2018	<ul style="list-style-type: none"> • Draft submission being prepared for DWER's 'Threshold contaminated fill' document.
	Jan-Mar 2019	<ul style="list-style-type: none"> •
	Apr-Jun 2019	<ul style="list-style-type: none"> •

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



1.4.3 Identify, investigate and develop new waste management practices and services

PROJECTS / ACTIONS	QUARTER	COMMENTS
Seek approval for a reduction in water monitoring frequency at the Red Hill Waste Management Facility	Jul-Sept 2018	<ul style="list-style-type: none"> Still waiting on advice from DWER regarding reducing quarterly to bi-annually water monitoring frequency.
	Oct-Dec 2018	<ul style="list-style-type: none"> Approval received to reduce ground water monitoring from quarterly to bi-annually with a reduction in the analytes being tested which has already resulted in significant financial savings of nearly \$100K in addition to reduced officer time commitments. Surface water monitoring continues to be required on a quarterly basis.
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">
Undertake a cost-benefit analysis to determine the feasibility of in-house processing of: <ul style="list-style-type: none"> Crushing ferricrete Grinding greenwaste 	Jul-Sept 2018	<ul style="list-style-type: none"> The analysis to determine the feasibility of in-house processing of ferricrete and screening of existing stockpiles is almost ready for submission. Estimated completion is the end of October 2018.
	Oct-Dec 2018	<ul style="list-style-type: none"> In progress
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">
Investigate costs related to power supply to the southern end of the Red Hill site	Jul-Sept 2018	<ul style="list-style-type: none"> Complete.

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



PROJECTS / ACTIONS	QUARTER	COMMENTS
Investigate an EMRC regional waste collection service	Jul-Sept 2018	<ul style="list-style-type: none"> A working group has been set up with initial draft cost estimate completed.
	Oct-Dec 2018	<ul style="list-style-type: none"> Talis Consultants have been engaged to conduct a peer review of the costing model.
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">
Seek Greenwaste license amendment at the Red Hill Waste Management Facility	Jul-Sept 2018	<ul style="list-style-type: none"> Complete. Licence amendment for the greenwaste leachate ponds was granted in August 2018.
Seek license amendment for the construction of leachate evaporation ponds at the Red Hill Waste Management Facility	Jul-Sept 2018	<ul style="list-style-type: none"> Complete. Licence amendment for the leachate evaporation ponds was granted in August 2018.

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



1.5 TO CONTRIBUTE TOWARDS IMPROVED REGIONAL AIR, WATER AND LAND QUALITY AND REGIONAL BIODIVERSITY CONSERVATION

1.5.1 Review and implement the Regional Environment Strategy

PROJECTS / ACTIONS	QUARTER	COMMENTS
Implement priority projects (refer Regional Environment Strategy 2016-2020)	Jul-Sept 2018	<ul style="list-style-type: none"> • Provided a brief summary of the Australian Local Government Climate Review 2018 prepared by Beyond Zero Emissions, ICLEI and Ironbark Sustainability, 29 June 2018. • Nominated the Regional Environment Strategy 2016-2020 in the Government category of the 2018 Banksia Sustainability Awards. • Provided ongoing input to the Department of Planning, Lands and Heritage Stakeholder Reference Group relating to the review of State Planning Policy 2.9 Water Resources and State Planning Policy 2.10 Swan-Canning River System, which includes flood risk, stormwater management, water quality and water conservation. • Continued to represent the region on the Western Region Advisory Panel and the IRP2 Economic Evaluation Framework Project Steering Committee of the Cooperative Research Centre for Water Sensitive Cities.
	Oct-Dec 2018	<ul style="list-style-type: none"> • Regional Services Project Funding Summary 2019/2020 was endorsed by Council in December. • Two new regional-scale sustainability projects, Benchmarking Building Efficiency and Community Emissions Profile Project were developed and presented to member Councils in the Regional Services Project Funding Summary 2019/2020. • Conducted a 'Benchmarking Building Efficiency' information session for member Councils with guest speaker Graham Agar. • Prepared Business Case for Benchmarking Building Efficiency Project for the City of Belmont. • Provided ongoing input to the Department of Planning, Lands and Heritage Stakeholder Reference Group relating to the review of State Planning Policy 2.9 Water Resources and State Planning Policy 2.10 Swan-Canning River System, which includes flood risk, stormwater management, water quality and water conservation. • Attended Better Urban Water Management Workshop hosted by WALGA to provide input into the new guideline being developed as part of the new Water Resources State Planning Policy. • Continued to represent the region on the Western Region Advisory Panel and the IRP2 Economic Evaluation Framework Project Steering Committee of the Cooperative Research Centre for Water Sensitive Cities.

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



PROJECTS / ACTIONS	QUARTER	COMMENTS
	Jan-Mar 2019	•
	Apr-Jun 2019	•

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



1.5.2 Implement the Eastern Region Catchment Management Program (ERCMP)

PROJECTS / ACTIONS	QUARTER	COMMENTS
Implement the ERCMP	Jul-Sept 2018	<ul style="list-style-type: none"> • Delivered three Bush Skills for the Hills workshops in the region: Fun with Fungi; Feral Animal Control; and Air Bee 'N' Bee. • Presented at the Dieback Information Group Conference on “Building Community Capacity”. • An Environmental Project Officer attends the Shire of Mundaring, City of Kalamunda and City of Swan one day per week to address local landholder enquiries, assist with projects, conduct site assessments, apply for and manage grants. • Completed the 20 Million Trees project. • Progressed the project “Farm dams as refuges for freshwater plants and animals a drying climate” including hosting two Citizen Science workshops and meeting with other participants individually. • Compiled and distributed the Greenpage Newsletter for August – September 2018. • Participated in the Swan Alcoa Landcare Program (SALP) assessment panel; assessed and rated SALP applications for the Perth region. • Prepared and submitted a regional grant application for funding under the State NRM Program’s Community Stewardship grants. • Assisted with the implementation of the Shire of Mundaring’s grant to manage blackberry in sensitive watercourses; Jane Brook Catchment Group’s grant to increase the bushland and water quality values of the Lion Mill creek; and SALP grant to improve water quality and increase biodiversity at Lower Lesmurdie Falls. • Provided assistance to catchment groups for the implementation of their Community Rivercare grants. • Attended State NRM Conference and Sub-Regional Chairs and Coordinators Meeting with Department of Biodiversity, Conservation and Attractions. • Hosted the following stakeholder meetings: <ul style="list-style-type: none"> - Helena River Working Group; - ECMP Steering Group; and - ERCMP. • Attended committee meetings and planting days for Jane Brook, Helena River, Susannah Brook, and Blackadder Woodbridge Catchment Groups, Lower Helena Association, Katharine Street River Gang and Friends of Piesse Brook.

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



1.5.2 Implement the Eastern Region Catchment Management Program (ERCMP)

PROJECTS / ACTIONS	QUARTER	COMMENTS
	Oct-Dec 2018	<ul style="list-style-type: none"> • Delivered three Bush Skills for the Hills workshops in the region: Weed or Wildflower?; Assisting Natural Regeneration on a Granite Outcrop; and Erosion Control. • An Environmental Project Officer attends the Shire of Mundaring, City of Kalamunda and City of Swan one day per week to address local landholder enquiries, assist with projects, conduct site assessments, apply for and manage grants. This included assisting the Friends of Black Cockatoo Reserves with preparing a partnership proposal to seek funding from Water Corporation for dieback treatment. • Progressed the project “Farm dams as refuges for freshwater plants and animals a drying climate” including assisting Citizen Scientists with data submission, surveying control sites and finalising the Spring 2018 data collection. • Compiled and distributed the Greenpage Newsletter for October – November 2018. • Assisted with the implementation of the Shire of Mundaring’s State NRM grant to manage blackberry in sensitive watercourses; Jane Brook Catchment Group’s SALP and Community Rivercare grants to increase the bushland and water quality values in Lion Mill Creek Reserve; and SALP grant to improve water quality and increase biodiversity at Lower Lesmurdie Falls. • Coordinated the implementation of the SALP grant, in collaboration with the City of Kalamunda, to improve water quality and environmental values at Lower Lesmurdie Falls. This included a community planting day and weed control targeting a declared pest and a weed of national significance. • Attended the Sub-Regional Chairs and Coordinators Meeting with Department of Biodiversity, Conservation and Attractions. • Hosted an ERCMP meeting with program stakeholders. • Attended committee meetings for Jane Brook, Helena River, Susannah Brook, and Blackadder Woodbridge Catchment Groups, Lower Helena Association and Friends of Piesse Brook. • Assisted the Susannah Brook and Blackadder Woodbridge Catchment Groups with water quality testing. • Provided advice to Blackadder Woodbridge Catchment Group (BWCG) regarding tree decline, Dieback treatment and water quality in Viveash Wetlands. Sought further advice regarding tree health and treatment from Murdoch University to provide to BWCG. • Provided the following workshops: <ul style="list-style-type: none"> • Community Capacity workshop – Indigenous Landcare with Dr Noel Nannup and Dale Tilbrook.

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



1.5.2 Implement the Eastern Region Catchment Management Program (ERCMP)

PROJECTS / ACTIONS	QUARTER	COMMENTS
		<ul style="list-style-type: none"> • GRID Mapping Tool • Catchment Group Succession Planning
	Jan-Mar 2019	<ul style="list-style-type: none"> •
	Apr-Jun 2019	<ul style="list-style-type: none"> •
Implement the Bush Skill 4 Youth Program	Jul-Sept 2018	<ul style="list-style-type: none"> • Bush Skills 4 Youth delivered 17 workshops in Perth's Eastern Region including: Soils; Trees and plants; Noongar seasons; Plastic waste in our waterways; Venturers project in the Superblock; Biodiversity and revegetation; Animals; Bugle Tree Creek adventure; Waste in the environment; and Teen waste. • Attended 8 meetings with local government youth officers, Bayswater Primary School, Trillion Trees and Guildford Grammar, and participated in Youth Out Loud. • Delivered Healthy Wildlife kits to 16 schools. • Participated in Bushmead Tree Planting and Katharine St River Gang community events.
	Oct-Dec 2018	<ul style="list-style-type: none"> • Bush Skills 4 Youth delivered activities to four school groups at the 2018 Children's Gnangara Groundwater Festival at Whiteman Park which provides an opportunity for Western Australian middle and upper primary school students and their teachers to learn about water, groundwater, sustainability and other related environmental topics. • Bush Skills 4 Youth delivered 12 community workshops in Perth's Eastern Region including: Bush in a box; Conserving the bush; Aquatic and terrestrial animal and plant monitoring; and Nature activities for early years groups. • Bush Skills 4 Youth delivered 4 school workshops across the region. • Attended 3 meetings with local government youth and environment officers.
	Jan-Mar 2019	<ul style="list-style-type: none"> •
	Apr-Jun 2019	<ul style="list-style-type: none"> •

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



1.5.2 Implement the Eastern Region Catchment Management Program (ERCMP)

PROJECTS / ACTIONS	QUARTER	COMMENTS
Implement the Creating a Capable Community in NRM Program	Jul-Sept 2018	<ul style="list-style-type: none"> Assisted with the following community engagement activities: <ul style="list-style-type: none"> - Katharine Street River Gang Community Engagement Day; and - Friends of Lion Mill Creek Community Walk. Hosted constitutional requirements and succession planning meetings with Lower Helena Association and Helena River Catchment Group.
	Oct-Dec 2018	<ul style="list-style-type: none"> Delivered one Indigenous Landcare workshop for catchment groups and youth with local aboriginal elder Dr Noel Nannup Hosted constitutional requirements and succession planning meetings with Jane Brook Catchment Group Hosted GRID mapping tool training
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">

1.5.3 Review and implement the Water Quality and Conservation Program

PROJECTS / ACTIONS	QUARTER	COMMENTS
Implement the Water Quality and Conservation Program	Jul-Sept 2018	<ul style="list-style-type: none"> Completed Waterwise Council Reporting for City of Swan including reporting for Gold Recognition Scheme. Collated information and evidence for the Waterwise Council Reporting for re-endorsement as a Waterwise Council for Town of Bassendean, Shire of Mundaring, and City of Swan.
	Oct-Dec 2018	<ul style="list-style-type: none"> Delivered factsheet on Acid Sulfate Soils to the Town of Bassendean, City of Belmont, Shire of Mundaring and City of Swan. Provided Water Data Analysis Report to City of Belmont, Town of Bassendean, Shire of Mundaring and City of Swan. Provided Water Data Snapshot to City of Belmont, Town of Bassendean, Shire of Mundaring and City of

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



1.5.3 Review and implement the Water Quality and Conservation Program

PROJECTS / ACTIONS	QUARTER	COMMENTS
		Swan. <ul style="list-style-type: none"> • Completed Waterwise Council Reporting for Town of Bassendean and Shire of Mundaring including reporting for Gold Recognition Scheme • Identified water consumption anomalies for the Town of Bassendean and Shire of Mundaring • Advised Town of Bassendean of Water Sensitive Cities Index Benchmarking workshop funding provided through Water Corporations Waterwise Council Program • Facilitated Water Team Meeting with the Shire of Mundaring • Assisted the Shire of Mundaring is acquiring data loggers via the Water Corporations Data Logging Program. Data loggers were install at two top consuming facilities in December to monitor water usage. • Attended the CRC for Water Sensitive Cities Tools and Products Adoption Tour - Perth event.
	Jan-Mar 2019	•
	Apr-Jun 2019	•

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



1.5.4 Review and implement the Regional Climate Change Program (RCCAAP)

PROJECTS / ACTIONS	QUARTER	COMMENTS
Implement the RCCAAP	Jul-Sept 2018	<ul style="list-style-type: none"> • Council-specific risk, vulnerability and visualisation outputs and all main reports from Stages One, Two and Three of the 'Understanding and Managing Flood Risk' project were provided to participating councils in September 2018 for their information and use. The EMRC hosted a launch event for all stakeholders to announce the newly available flood risk mapping data which presented an overview of the project as well as a more detailed walk through of the technical outputs by Mr Simon Rodgers, Senior Floodplain Engineer, Department of Water and Environmental Regulation. • Presented the outputs of the 'Understanding and Managing Flood Risk' project with the Department of Water and Environmental Regulation to a meeting of the State Government's Infrastructure Coordinating Committee Senior Officers Group. • Provided a summary of The Australia Institute's State of the Climate 2018 report. • Review of the City of Belmont's Local Climate Change and Adaptation Action Plan is underway.
	Oct-Dec 2018	<ul style="list-style-type: none"> • Provided comprehensive spreadsheet of known climate change risks and risk rationalisations to the City of Belmont for inclusion in their organisational Risk Register. • Preparation of Climate Change risk assessment parameters and risk rationalisation Synthesis Report is underway. • Preparation of Discussion paper on climate change adaptation and mitigation processes in under development for the Town of Bassendean
	Jan-Mar 2019	<ul style="list-style-type: none"> •
	Apr-Jun 2019	<ul style="list-style-type: none"> •

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



1.5.5 Review and implement the ACer Program

PROJECTS / ACTIONS	QUARTER	COMMENTS
Implement the ACer Program	Jul-Sept 2018	<ul style="list-style-type: none"> • Provided information to the Town of Bassendean on the Cities Power Partnership Round 3 application requirements and aided in compiling information for the Town's info-page for the partnership's website • Completed manual data collection, upload and account maintenance for Town of Bassendean, Shire of Mundaring and City of Belmont in the Planet Footprint platform for 2017/2018 including fleet, street lighting, new and closed accounts and measures. • Supported Shire of Mundaring officer to progress the final draft of the Energy and Emissions Reduction Strategy towards endorsement in Council. Strategy was endorsed at the Shire's September Council meeting. • Submitted literature review of benchmarking building efficiency processes to meet the City of Belmont's priorities.
	Oct-Dec 2018	<ul style="list-style-type: none"> • Provided advice for recommended size of a solar system on a Shire of Mundaring's community facility. • Investigated energy tariffs for the Shire of Mundaring's high consuming facilities. • Provided manual fleet and bottled gas data for upload into Planet Footprint for the Shire of Mundaring and Town of Bassendean. • Held Planet Footprint Performance Review meetings for participating member Councils.
	Jan-Mar 2019	<ul style="list-style-type: none"> •
	Apr-Jun 2019	<ul style="list-style-type: none"> •

KEY RESULT AREA 1 ENVIRONMENTAL SUSTAINABILITY



1.5.6 Review and implement the Swan and Helena Rivers Framework

PROJECTS / ACTIONS	QUARTER	COMMENTS
Implement priority projects and initiatives for the Swan and Helena Rivers	Jul-Sept 2018	<ul style="list-style-type: none"> Council-specific risk, vulnerability and visualisation outputs and all main reports from Stages One, Two and Three of the 'Understanding and Managing Flood Risk' project for the Swan and Helena Rivers were provided to participating councils in September 2018 for their information and use. The EMRC hosted a launch event for all stakeholders to announce the newly available flood risk mapping data.
	Oct-Dec 2018	<ul style="list-style-type: none"> Provided permission to Department of Water and Environmental Regulation (DWER) to use and disseminate all report, data and mapping outputs from the 'Understanding and Managing Flood Risk' project for the Swan and Helena Rivers. DWER will ensure that the new information is provided across state and local government agencies as required.
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">

KEY RESULT AREA 2 ECONOMIC DEVELOPMENT



2.1 TO FACILITATE AND ADVOCATE FOR INCREASED INVESTMENT IN REGIONAL INFRASTRUCTURE

2.1.1 Review and implement the Regional Integrated Transport Strategy (RITS)

PROJECTS / ACTIONS	QUARTER	COMMENTS
Facilitate the RITS Implementation Advisory Group meetings and implement actions	Jul-Sept 2018	<ul style="list-style-type: none"> Held a RITS IAG quarterly meeting on 18 September with attendees from member Councils, Department of Planning, Westcycle, Department of Transport, WALGA and RAC.
	Oct-Dec 2018	<ul style="list-style-type: none"> Held a RITS IAG quarterly meeting on 4 December with attendees from member Councils, Department of Planning, Westcycle, Department of Transport, WALGA and RAC. iMove presented on their recent research in WA.
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">
Deliver actions and initiatives from the RITS 2017 - 2021	Jul-Sept 2018	<ul style="list-style-type: none"> Undertook a desktop study of member Councils strategic transport strategies, plans and initiatives. Held a Perth Airport Precinct tour on 20 August 2018 for member Councils and stakeholders to inform and update them on completed and upcoming projects, the proposed new runway and under took a tour of the Woolworths Distribution Centre, a major strategic transport distribution facility. Attended a Freight/Ports/Aviation session as part of the AITPM National Conference in Perth Represented the region on the Westport Taskforce Reference Group. Attended a Workshop on the Review of the Strategic Assessment of Perth and Peel.
	Oct-Dec 2018	<ul style="list-style-type: none"> Attended the WALGA Transport Forum on 16 October 2018. Represented Perth's Eastern Region for Westport Taskforce Reference group workshop on 22 October 2018 and meeting on 13 December 2018. Attended webinars on AVs, CAVs and RAVs by iMove, ARRB and AITPM. Attended the National Freight and Supply Chain Focus Industry Focus Group – National Freight and Supply Chain Focus Strategy.
	Jan-Mar 2019	<ul style="list-style-type: none">

KEY RESULT AREA 2 ECONOMIC DEVELOPMENT



PROJECTS / ACTIONS	QUARTER	COMMENTS
	Apr-Jun 2019	•
Promote and implement the Regional Congestion Management Action Plan	Jul-Sept 2018	<ul style="list-style-type: none"> • Attended a Your Move Forum – ‘Engaging Others’ held by the Public Transport Authority of Western Australia. • Attended Travelsmart Officer meeting to discuss new ways of implementing active transport initiatives.
	Oct-Dec 2018	<ul style="list-style-type: none"> • Commenced research on ways to implement the actions proposed in the Regional Congestion Action Management plan with respect to Parking, Freight and Public Transport.
	Jan-Mar 2019	•
	Apr-Jun 2019	•
	Jul-Sept 2018	<ul style="list-style-type: none"> • Consultants, GTA presented the final draft of the Congestion Action Management Plan for the region. Member Councils were provided a copy of the draft for their review.
Develop and implement the Regional Congestion Management Action Plan	Oct-Dec 2018	<ul style="list-style-type: none"> • Completed the final Regional Congestion Management Action Plan with input from member Councils and printed limited copies of the Plan. It will also be available electronically on the EMRC's website.
	Jan-Mar 2019	•
	Apr-Jun 2019	•
	Jul-Sept 2018	<ul style="list-style-type: none"> • Nominated the Swan River Ramble project under the Innovation category in the Your Move Awards 2018.
Develop and implement Active/Public Transport campaigns	Oct-Dec 2018	<ul style="list-style-type: none"> • Met with METRONET project manager for Station Access Strategy in order to work out strategies for the stations within the region. • Attended the Bayswater Station Upgrade community engagement session. • Investigated into the possibility of planning an electric highway along Great Eastern Highway • Hosted a Ride 2 Work Day event as a part of Bicycle Network's National RIDE2WORK program. •

KEY RESULT AREA 2 ECONOMIC DEVELOPMENT



PROJECTS / ACTIONS	QUARTER	COMMENTS
		<ul style="list-style-type: none"> Initiated the process of developing an extension of the Swan River Ramble into the Guildford area. Met with the City of Swan to discuss and present the extension idea, which they will review. Attended and represented the EMRC at the annual Your Move Awards as the Swan River Ramble was nominated in the innovation category.
	Jan-Mar 2019	•
	Apr-Jun 2019	•
Develop and implement Road Safety initiatives and campaigns	Jul-Sept 2018	<ul style="list-style-type: none"> WALGA and the RAC representatives provided an update on the latest road safety initiatives being undertaken at a state/strategic level at the September RITS IAG meeting.
	Oct-Dec 2018	<ul style="list-style-type: none"> Initiated the process of developing the Road Safety Strategy 2018- 2021 based on the safe systems approach and priorities of the Regional Integrated Transport Strategy.
	Jan-Mar 2019	•
	Apr-Jun 2019	•

KEY RESULT AREA 2 ECONOMIC DEVELOPMENT



2.2 TO FACILITATE AND ADVOCATE FOR REGIONAL ECONOMIC DEVELOPMENT ACTIVITIES

2.2.1 Review and implement the Regional Economic Development Strategy (REDS)

PROJECTS / ACTIONS	QUARTER	COMMENTS
Implement actions from the REDS	Jul-Sept 2018	<ul style="list-style-type: none"> Participated in a Local Government Professionals Association (LGPA) Webinar on 'Effective Community Consultation'. Prepared a submission on the City of Belmont's Great Eastern Highway Urban Corridor Strategy Highway.
	Oct-Dec 2018	<ul style="list-style-type: none"> Attended a Local Government Professionals Association (LGPA) Project and Practice seminar held at the City of Bayswater.
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">
Facilitate the Economic Development Officers Group meetings	Jul-Sept 2018	<ul style="list-style-type: none"> Hosted an Economic Development Officers' Group (EDOG) meeting 14 August 2018.
	Oct-Dec 2018	<ul style="list-style-type: none"> Hosted Economic Development Officers' Group (EDOG) meeting 9 October 2018, with guest presenter Rebecca Cassells, Associate Professor and Principal Research Fellow with Bankwest Curtin Economics, presentation of Outlook for the Future of Work. Hosted Economic Development Officers' Group (EDOG) meeting 11 December 2018, with guest presenter Jane McNamara, WA Manager from NBN Co – provided overview and update of NBN installation.
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">
Provide access to REMPLAN tools to member Councils	Jul-Sept 2018	<ul style="list-style-type: none"> Renewed the REMPLAN subscription for 2018/2019.
	Oct-Dec 2018	<ul style="list-style-type: none"> Held a training session by a specialist from REMPLAN on the REMPLAN System and features, it was provided to staff and Councils.

KEY RESULT AREA 2 ECONOMIC DEVELOPMENT



2.2.1 Review and implement the Regional Economic Development Strategy (REDS)

PROJECTS / ACTIONS	QUARTER	COMMENTS
	Jan-Mar 2019	•
	Apr-Jun 2019	•
Facilitate tours or forums that Advance Perth's Eastern Region	Jul-Sept 2018	• Refer to the Perth Airport Estate precinct tour in 2.1.1
	Oct-Dec 2018	• No tours or forums in this quarter.
	Jan-Mar 2019	•
	Apr-Jun 2019	•
Facilitate forums that have a focus on technology and innovation	Jul-Sept 2018	<ul style="list-style-type: none"> • Attended a forum "In the face of disruption – Could a robot do my job" and disseminated the information to EDOG members • Attended the "Digital Elevation" forum, held by LGPA and disseminated the information to EDOG members • Met with representatives of Online Communities to discuss a 'Buy local' online portal.
	Oct-Dec 2018	<ul style="list-style-type: none"> • Attended a forum "Employment in the face of disruption: Could a robot do my job" hosted by City of Swan in partnership with North Metropolitan TAFE and disseminated the information to EDOG members. • Attended a forum "Employment in the face of disruption: Future employability, will it be different?" hosted by City of Swan in partnership with North Metropolitan TAFE. • Attended a National Forum by Low Carbon Living CRC: "How is Perth doing with the CRC's Help?"
	Jan-Mar 2019	•
	Apr-Jun 2019	•

KEY RESULT AREA 2 ECONOMIC DEVELOPMENT



2.2.2 Identify and investigate strategic regional development project and investment opportunities

PROJECTS / ACTIONS	QUARTER	COMMENTS
Progress the Business Exemplar project	Jul-Sept 2018	<ul style="list-style-type: none"> Progressed the Business Exemplar project with the external consultant and local businesses. A number of local business media releases are due to be published prior to the end of the calendar year.
	Oct-Dec 2018	<ul style="list-style-type: none"> External consultant produced and published a number of media releases for local businesses under the Business Exemplar project. Invitations sent to small business who received small business awards for 2018 to take part in the Business Exemplar project. Meeting was held with the EMRC Communications team to streamline the Business Exemplar project in-house.
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">
Progress the Business and Investment Attraction project	Jul-Sept 2018	<ul style="list-style-type: none"> Attended a business event hosted by the Swan Chamber of Commerce with guest speakers, the Member for Swan Hills, Jessica Shaw MLC and Hon Alannah MacTiernan MLC, Minister for Regional Development; Agriculture and Food; Minister assisting the Minister for State Development, Jobs and Trade. Chamber of Commerce and Industry in WA economist, Mr Rick Newnham, presented to the EDOG on the topic of '<i>WA's economy and we're we are heading</i>'.
	Oct-Dec 2018	<ul style="list-style-type: none"> Currently reviewing the Perth's Eastern Region Investment and Opportunity Booklet and requested input from EDOG members at recent EDOG meeting.
	Jan-Mar 2019	<ul style="list-style-type: none">

KEY RESULT AREA 2 ECONOMIC DEVELOPMENT



2.2.2 Identify and investigate strategic regional development project and investment opportunities

PROJECTS / ACTIONS	QUARTER	COMMENTS
	Apr-Jun 2019	•

2.3 TO FACILITATE REGIONAL CULTURAL AND RECREATIONAL ACTIVITIES

2.3.1 Continue the coordination, marketing and promotion of regional events

PROJECTS / ACTIONS	QUARTER	COMMENTS
Co-ordinate the Avon Descent Family Fun Days	Jul-Sept 2018	<ul style="list-style-type: none"> Met with Lotterywest in September 2018 to discuss the EMRC's regional events funding program. Attended a Northam Avon Descent Board (NADA) meeting.
	Oct-Dec 2018	<ul style="list-style-type: none"> Held the Avon Descent 2018 debrief and planning meeting for 2019 in October. Acquitted the 2018 Avon Descent Lotterywest Family Fun Days Grant. Applied for the 2019 Avon Descent Lotterywest Family Fun Days Grant.
	Jan-Mar 2019	•
	Apr-Jun 2019	•
Co-ordinate the Perth's Autumn Festival	Jul-Sept 2018	• Finalised the \$12,000 grant acquittal for the 2018 Perth's Autumn Festival with Lotterywest.
	Oct-Dec 2018	• Created a draft invitation for the Autumn Festival online campaign.
	Jan-Mar 2019	•

KEY RESULT AREA 2 ECONOMIC DEVELOPMENT



2.3.1 Continue the coordination, marketing and promotion of regional events

PROJECTS / ACTIONS	QUARTER	COMMENTS
	Apr-Jun 2019	•
Coordinate Hello Spring Campaign	Jul-Sept 2018	• Developed and updated the Hello Spring campaign page which includes 53 events, workshops and activities being held throughout spring.
	Oct-Dec 2018	• Facilitated the Hello Spring campaign which finished at the end of November, it saw 61 events registered over the campaign period.
	Jan-Mar 2019	•
	Apr-Jun 2019	•
Administer the Perth Tourism.com.au regional tourism website	Jul-Sept 2018	• Updated the EMRC's website perthseasternregion.com.au with information, workshops and events occurring in the region such as Bush Skills 4 Youth and Bush Skills for the Hills, the Greenpage Newsletter and events occurring in participating member Council areas.
	Oct-Dec 2018	• perthseasternregion.com.au website continued to be updated during this period with relevant events.
	Jan-Mar 2019	•
	Apr-Jun 2019	•

KEY RESULT AREA 3 GOOD GOVERNANCE



3.1 TO PROVIDE ADVICE AND ADVOCACY ON ISSUES AFFECTING PERTH'S EASTERN REGION

3.1.1 Review and implement the Regional Advocacy Strategy (RAS)

PROJECTS / ACTIONS	QUARTER	COMMENTS
Develop and implement advocacy campaigns to support regional priorities in consultation with member Councils	Jul-Sept 2018	<ul style="list-style-type: none"> Refer to City Deal proposal below.
	Oct-Dec 2018	<ul style="list-style-type: none"> Refer to City Deal proposal below.
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">
Continue to advocate for and promote the "Connect Perth's East City Deal" proposal	Jul-Sept 2018	<ul style="list-style-type: none"> Met with the Department of Premier and Cabinet on the current status of the pending City Deal for WA. Hosted an 'Update on the Connect Perth's East, City Deal proposal' event with attendees from member Councils, Perth Airport Pty Ltd, City of Canning and Town of Victoria Park. Met with the Department of Transport's Freight and Ports team to update them on the City Deal proposal.
	Oct-Dec 2018	<ul style="list-style-type: none"> Met with the new WA Planning Commission chairman David Caddy in December to talk through the opportunities for projects outlines in the City Deal proposal. Prepared correspondence to Federal Minister Michael McCormack on the opportunity for the Perth Adelaide National Highway to be recognised as a Road of Strategic Importance and Cc'd The Attorney General Christian Porter, Minister Ken Wyatt and the Mundaring Shire President, Councillor John Daw.
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">
Continue to advocate for Regional Youth	Jul-Sept 2018	<ul style="list-style-type: none"> Hosted a Regional Youth Officers Group meeting 8 August 2018 with guest speaker Kirstie Davis from WALGA, who discussed the State Draft Youth Strategy.

KEY RESULT AREA 3 GOOD GOVERNANCE



3.1.1 Review and implement the Regional Advocacy Strategy (RAS)

PROJECTS / ACTIONS	QUARTER	COMMENTS
priorities as identified by RITS IAG, EDOG and member Council Youth Officers	Oct-Dec 2018	<ul style="list-style-type: none"> Hosted a Regional Youth Officers meeting 7 November 2018 – introduction of new Youth Officers in our member Councils.
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">

3.2 TO MANAGE PARTNERSHIPS AND RELATIONSHIPS WITH STAKEHOLDERS

3.2.1 Continue to foster and enhance relationships with member councils and all key stakeholders

PROJECTS / ACTIONS	QUARTER	COMMENTS
Develop and implement an EMRC Reconciliation Action Plan (RAP)	Jul-Sept 2018	<ul style="list-style-type: none"> Organised the Reconciliation Action Plan (RAP) Working Party meetings in July and September with a view to progressing the RAP and considering cultural awareness training for EMRC Councillors and staff.
	Oct-Dec 2018	<ul style="list-style-type: none"> Final draft of the RAP presented to Reconciliation Australia for its initial endorsement such that it can then be presented to the CEOAC and Council for formal endorsement. First Cultural Awareness Training held. Raising of the Aboriginal Flag ceremony conducted prior to the 6 December 2018 Council meeting.
	Jan-Mar 2019	<ul style="list-style-type: none">

KEY RESULT AREA 3 GOOD GOVERNANCE



3.2.1 Continue to foster and enhance relationships with member councils and all key stakeholders

PROJECTS / ACTIONS	QUARTER	COMMENTS
	Apr-Jun 2019	•
Review and make recommendations to Council regarding alternatives to the EMRC formal Stakeholder Cocktail function	Jul-Sept 2018	<ul style="list-style-type: none"> • A meeting was held with the CEO to discuss options and receive feedback on the information provided; • We are currently investigating a number of options for new stakeholder functions for the EMRC.
	Oct-Dec 2018	<ul style="list-style-type: none"> • An informal discussion was held with CEOAC with regards to exploring functions to be held at member council venues and an ideas that member council CEO's have for regional stakeholder events.
	Jan-Mar 2019	•
	Apr-Jun 2019	•
	Jul-Sept 2018	<ul style="list-style-type: none"> • Four eligible grant applications (<i>2017/2018 program</i>) were received by the deadline of 24 August, totalling \$5,520 from an available \$15,000.
Co-ordinate EMRC's Community Grants Program	Oct-Dec 2018	<ul style="list-style-type: none"> • A presentation ceremony for successful community group representatives hosted by the EMRC CEO and Chairman was held on 19 October 2018 at Red Hill Waste Management Facility.
	Jan-Mar 2019	•

KEY RESULT AREA 3 GOOD GOVERNANCE



3.2.1 Continue to foster and enhance relationships with member councils and all key stakeholders

PROJECTS / ACTIONS	QUARTER	COMMENTS
	Apr-Jun 2019	•
Produce EMRC's Annual Report	Jul-Sept 2018	• The EMRC 2017/2018 Annual Report (excluding financial statements) is at final proofing stages pending addition of 70 pages of financial information under Office of Auditor General requirements.
	Oct-Dec 2018	• The annual report was adopted by Council in December 2018
	Jan-Mar 2019	•
	Apr-Jun 2019	•
Implement biennial Stakeholder Perception Survey	Jul-Sept 2018	<ul style="list-style-type: none"> • The online survey due to be conducted by external agency Catalyse in the next quarter for presentation in February/March 2019. Project progressing with database updates completed by end of September 2018. • The research focuses on primary and secondary stakeholders. Principal measures include: <ul style="list-style-type: none"> • Awareness/understanding of the EMRC's services/divisions • Awareness of major projects/activities • Satisfaction with the EMRC's performance • Awareness/satisfaction with communication strategies
	Oct-Dec 2018	<ul style="list-style-type: none"> • The Stakeholder Perceptions Survey was completed • Results will be provided to Council in early 2019

KEY RESULT AREA 3 GOOD GOVERNANCE



3.2.1 Continue to foster and enhance relationships with member councils and all key stakeholders

PROJECTS / ACTIONS	QUARTER	COMMENTS
	Jan-Mar 2019	•
	Apr-Jun 2019	•

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3.2.2 Review and implement the Marketing and Communications Plan

PROJECTS / ACTIONS	QUARTER	COMMENTS
Implement priority initiatives (refer Marketing and Communications Plan)	Jul-Sept 2018	<ul style="list-style-type: none"> The 2017-2019 EMRC Communications Plan continued to support the EMRC as a responsive, progressive and responsible organisation. The Communications team continued to develop and maintain effective communication channels to uphold the integrity and credibility of the EMRC brand. Encouragement and support was provided to EMRC staff to build capacity in developing and maintaining a high standard of internal and external communications with all stakeholders.
	Oct-Dec 2018	• The 2017-2019 EMRC Communications Plan continued to be implemented
	Jan-Mar 2019	•
	Apr-Jun 2019	•

KEY RESULT AREA 3 GOOD GOVERNANCE



3.3 TO PROVIDE RESPONSIBLE AND ACCOUNTABLE GOVERNANCE AND MANAGEMENT OF THE EMRC

3.3.1 Continue to improve organisational governance

PROJECTS / ACTIONS	QUARTER	COMMENTS
Implement the Recordkeeping Plan	Jul-Sept 2018	<ul style="list-style-type: none"> The EMRC continues to manage its recordkeeping in accordance with the Recordkeeping Plan. During the period, 86 folders and 4,119 records were created.
	Oct-Dec 2018	<ul style="list-style-type: none"> The EMRC continues to manage its recordkeeping in accordance with the Recordkeeping Plan. During the period, 99 folders and 3,880 records were created.
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">
Review and update Council Policies	Jul-Sept 2018	<ul style="list-style-type: none"> Review of process currently underway. Policies have been reviewed by responsible officers. Next phase of review will be a review by the Executive Management Team (EMT). It is anticipated that the policies will be presented to Council by end of the year.
	Oct-Dec 2018	<ul style="list-style-type: none"> All EMRC Council policies reviewed by Council at the December 2018 meeting
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">
Review and update Management Guidelines as required	Jul-Sept 2018	<ul style="list-style-type: none"> The EMT adopted a new management guideline – “Leave to Deal with Family and Domestic Violence” on 21 August 2018
	Oct-Dec 2018	<ul style="list-style-type: none"> A regime to enable regular review of all EMRC management guidelines has been developed
	Jan-Mar 2019	<ul style="list-style-type: none">

KEY RESULT AREA 3 GOOD GOVERNANCE



PROJECTS / ACTIONS	QUARTER	COMMENTS
	Apr-Jun 2019	•

3.3.2 Implement EMRC's Integrated Planning Framework

PROJECTS / ACTIONS	QUARTER	COMMENTS
Review the Corporate Business Plan	Jul-Sept 2018	<ul style="list-style-type: none"> • Complete • Council adopted the Corporate Business Plan 2018/2019 to 2022/2023 on 21 June 2018. • The adoption was advertised via a public notice as well as on EMRC's website.

3.3.3 Review and implement a Risk Management Plan

PROJECTS / ACTIONS	QUARTER	COMMENTS
Implement priority projects (refer Risk Management Plan)	Jul-Sept 2018	<ul style="list-style-type: none"> • Complete • The Strategic Risk Management Plan, which was adopted by Council in March 2018 continued to be implemented.

KEY RESULT AREA 3 GOOD GOVERNANCE



3.3.4 Review and implement the Disability Access and Inclusion Plan (DAIP)

PROJECTS / ACTIONS	QUARTER	COMMENTS
Review and implement the DAIP	Jul-Sept 2018	<ul style="list-style-type: none"> The EMRC's DAIP 2013/2014 to 2017/2018 was reviewed and a draft DAIP 2018 to 2023 was developed and presented to Council on 23 August 2018 for endorsement. Council approved a 42 day public consultation on the draft DAIP 2018 to 2023 The outcomes of the consultation will be provided to Council in October with a request that these be considered prior to the adoption of the draft DAIP 2018 to 2023.
	Oct-Dec 2018	<ul style="list-style-type: none"> There were no comments received from the public Council adopted the DAIP 2018 to 2023 at the December 2018 meeting The DAIP 2018 to 2023 was submitted to the Disability Services Commission
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">

KEY RESULT AREA 3 GOOD GOVERNANCE



3.4 TO CONTINUE TO IMPROVE FINANCIAL AND ASSET MANAGEMENT PRACTICES

3.4.1 Review and implement long term financial plans

PROJECTS / ACTIONS	QUARTER	COMMENTS
Review the 5 and 10 Financial Plans	Jul-Sept 2018	<ul style="list-style-type: none"> An update/review of the 10 Year Financial Plan was undertaken as part of the 2018/2019 Budget process. A further review will be undertaken along the current proposed review of the EMRC Ten Year plan due to be undertaken by the end of 2018/2019.
	Oct-Dec 2018	<ul style="list-style-type: none"> An update/review of the 10 Year Financial Plan was undertaken as part of the 2018/2019 Budget process. A review of the EMRC Ten Year Financial Plan is due to be undertaken during Feb-May'2019 as part of the 2018/2019 Budget deliberation process.
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">
Monitor and review financial investment portfolio	Jul-Sept 2018	<ul style="list-style-type: none"> The Investment portfolio was continually monitored in order to ensure that cash flow requirements were met and that maximum returns were achieved on investments within the parameters of the Investment Policy and the regulations. As at 30 September 2018 an average interest rate of 2.68% was achieved compared to a budgeted rate of 2.60% The Investment Policy is being reviewed and updated as part of the Council policy review process expected to be submitted to the December 20178 meeting of Council.
	Oct-Dec 2018	<ul style="list-style-type: none"> The Investment portfolio was continually monitored in order to ensure that cash flow requirements were met and that maximum returns were achieved on investments within the parameters of the Investment Policy and the regulations. As at 31 December 2018 an average interest rate of 2.70% was achieved compared to a budgeted rate of 2.60% The Investment Policy was reviewed and updated as part of the Council policy review process that was submitted to the December 2018 meeting of Council.

KEY RESULT AREA 3 GOOD GOVERNANCE



3.4.1 Review and implement long term financial plans

PROJECTS / ACTIONS	QUARTER	COMMENTS
		<ul style="list-style-type: none"> At the December 2018 Council meeting, Council resolved to refer a proposal to amend the Investment Policy, regarding divesting from financial institutions that invest in or finance the fossil fuel industry, to the Investment Committee.
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">

3.4.2 Review and Implement the Asset Management Plan (AMP)

PROJECTS / ACTIONS	QUARTER	COMMENTS
Implement the AMP	Jul-Sept 2018	<ul style="list-style-type: none"> The Asset Management Plan was updated & compiled as part of the 2018/2019 annual budget deliberation process. The Asset Management Plan will next be reviewed and updated as part of the budget deliberation process for the 2019/2019 financial year.
	Oct-Dec 2018	<ul style="list-style-type: none"> The Asset Management Plan was updated & compiled as part of the 2018/2019 annual budget deliberation process. The Asset Management Plan will next be reviewed and updated as part of the budget deliberation process for the 2019/2019 financial year.
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">
Undertake capital improvements to Ascot	Jul-Sept 2018	<ul style="list-style-type: none"> Currently planning for the works and prioritising the list of works and tasks that need to be undertaken whilst been mindful of budget and impact of works on day to day operations.

KEY RESULT AREA 3 GOOD GOVERNANCE



PROJECTS / ACTIONS	QUARTER	COMMENTS
Place Building	Oct-Dec 2018	<ul style="list-style-type: none"> A schedule of works will be happening over December/ January & February in regards to the main areas of the building and outside areas with the second part of works to be done in December 2019.
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">

KEY RESULT AREA 3 GOOD GOVERNANCE



3.4.3 Review and implement the Strategic IT Plan

PROJECTS / ACTIONS	QUARTER	COMMENTS
Implement priority projects (refer Strategic IT Plan)	Jul-Sept 2018	<ul style="list-style-type: none"> A new Mail Server was deployed in July 2018 Single Touch Payroll and Taxable Payments Annual Report (TPAR) reporting was implemented as per ATO requirements The weighbridge computer at the Red Hill Waste Management Facility was replaced Tender for IT Support Services was awarded
	Oct-Dec 2018	<ul style="list-style-type: none"> The Strategic IT Plan continued to be implemented.
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">
Develop an IT Disaster Recovery Plan incorporating the Red Hill Disaster Recovery site	Jul-Sept 2018	<ul style="list-style-type: none"> IT Recovery Plan is anticipated to be completed in the next 6 to 9 months.
	Oct-Dec 2018	<ul style="list-style-type: none"> The IT Disaster Recovery Plan continued to be developed.
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">

KEY RESULT AREA 3 GOOD GOVERNANCE



3.5 TO IMPROVE ORGANISATIONAL CULTURE, HEALTH, WELFARE AND SAFETY

3.5.1 Review and implement the Workforce Plan

PROJECTS / ACTIONS	QUARTER	COMMENTS
Review and implement the Workforce Plan	Jul-Sept 2018	<ul style="list-style-type: none"> An online Training platform (Velpic) was purchased and will be utilised for contractor inductions and staff training. Staff continued to be recognised under the EMRC's Rewards and Recognition Program Service recognition ceremonies were held to recognise long serving staff The HR Manager worked with WALGA on developing a new Labour Hire tender, which will be utilised by all local governments in WA. A workshop was held with Managers to commence a review of the current Workforce Plan. The draft Workforce Plan 2018 – 2023 will be prepared and presented to the Executive team in November 2018, and will incorporate the legislative requirement to develop and implement an Equal Employment Opportunity Plan (EO Plan)
	Oct-Dec 2018	<ul style="list-style-type: none"> The draft Workforce Plan 2018 – 2023 was finalised and presented to the Executive team in November 2018. The Workforce Plan 2018 - 2023 was submitted to and accepted by the WA Equal Opportunity Commission as per legislative requirements The new Workforce Plan 2018 to 2023 will be implemented from January 2019 onwards
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">

KEY RESULT AREA 3 GOOD GOVERNANCE



3.5.2 Review and Implement the Safety Management Plan

PROJECTS / ACTIONS	QUARTER	COMMENTS
Co-ordinate OS&H Program	Jul-Sept 2018	<ul style="list-style-type: none"> The OS&H Program continued to be implemented in line with the Safety Management Plan. Safety targets for 2018/19 were set. <ul style="list-style-type: none"> 2.18% - Incident Frequency Rate (IFR) 0.15% Medically Treated Incident Frequency Rate (MTIFR) Safety Advisory Committee meetings were held Incidents were investigated and improvement actions implemented The Executive Team was provided information on the <i>Occupational Safety and Health amendment Bill 2017</i>, which was assented on 7 September 2018. The WA Parliament has approved legislation that significantly increases fines for safety breaches in the state: <ul style="list-style-type: none"> Maximum fine of \$3.5million for grossly negligent conduct (Level 4 breach) resulting in serious injury or death (corporation) Maximum penalty of \$680,00 or five years' imprisonment (officer or director) for repeat Level 4 breach
	Oct-Dec 2018	<ul style="list-style-type: none"> The OS&H Program continued to be implemented in line with the Safety Management Plan.
	Jan-Mar 2019	<ul style="list-style-type: none">
	Apr-Jun 2019	<ul style="list-style-type: none">



2. REGIONAL SERVICES

2.1 REGIONAL SERVICES ACTIVITY REPORT OCTOBER TO DECEMBER 2018

REFERENCE: D2019/01499 (CEOAC) – D2019/02346

PURPOSE OF REPORT

The purpose of this report is to provide a progress update on the activities undertaken by the Regional Services Directorate for the period 1 October 2018 to 31 December 2018.

KEY POINTS

Achievements highlighted for the period 1 October 2018 to 31 December 2018 include:

- All activities undertaken by the Environmental Services business unit for the ensuing period; and
- All activities undertaken by the Regional Development business unit for the ensuing period.

SOURCE OF REPORT

Acting Chief Executive Officer

BACKGROUND

The Environmental Services and Regional Development business units partner with member Councils and key stakeholders to facilitate strategies, projects and activities and provide services (where appropriate) for the benefit and sustainability of Perth's Eastern Region.

Two advisory groups meet regularly to consider regional economic and integrated transport projects and initiatives and assist in guiding EMRC strategies. Representation from each participating member Council and the EMRC constitute each group's membership with an expanded membership of the Regional Integrated Transport Strategy Implementation Advisory Group including numerous key stakeholders with an interest in transport.

The two advisory groups currently operating are the:

- Economic Development Officers Group (EDOG); and
- Regional Integrated Transport Strategy Implementation Advisory Group (RITS IAG).

Regular progress reports are provided to advisory groups, committees and councils to ensure ongoing and effective communication.

REPORT

The progress report is provided below, firstly grouping the actions relevant to all councils, followed by those actions applicable to individual member Councils or participating Councils on Regional Services activity for the period 1 October to 31 December 2018.

Key Regional Actions (Relevant to all Councils)

- Final draft of the RAP presented to Reconciliation Australia for its initial endorsement such that it can then be presented to the Chief Executive Officers Advisory Committee and Council for formal endorsement.
- First Cultural Awareness Training held.



Item 2.1 continued

- Raising of the Aboriginal Flag ceremony conducted prior to the 6 December 2018 Council meeting.
- Completed the final Regional Congestion Management Action Plan with input from member Councils. The new Plan is available electronically on the EMRC's website.
- Commenced research on ways to implement the actions proposed in the Regional Congestion Action Management plan.
- Met with METRONET project manager in regards to Station Access Strategies.
- Met with the WA Planning Commission Chairman David Caddy to talk through the opportunities for projects outlined in the City Deal proposal.
- Prepared correspondence to Federal Minister Michael McCormack on the opportunity for the Perth Adelaide National Highway to be recognised as a Road of Strategic Importance.
- Regional Services Project Funding Summary 2019/2020 endorsed by Council in December and provided to all member Councils.
- Two new regional-scale sustainability projects, Benchmarking Building Efficiency and Community Emissions Profile, were developed and presented to member Councils in the Regional Services Project Funding Summary 2019/2020.
- Conducted a 'Benchmarking Building Efficiency' information session for member Council staff with guest speaker Graham Agar.
- Invitations sent to businesses who received small business awards in 2018 to take part in the Business Exemplar project.
- External consultant produced and published a number of media releases for local businesses under the Business Exemplar project.
- Held a RITS IAG quarterly meeting on 4 December 2018 with attendees from member Councils, Department of Planning, Westcycle, Department of Transport, WALGA and RAC. iMove presented on their recent transport research in WA.
- Initiated the process of updating the Road Safety Strategy 2018- 2021 based on the safe systems approach and priorities of the Regional Integrated Transport Strategy.
- Provided ongoing input to the Department of Planning, Lands and Heritage Stakeholder Reference Group relating to the review of State Planning Policy 2.9 Water Resources and State Planning Policy 2.10 Swan-Canning River System, which includes flood risk, stormwater management, water quality and water conservation.
- Attended Better Urban Water Management Workshop hosted by WALGA to provide input into the new guideline being developed as part of the new Water Resources State Planning Policy.
- Held a training session with a specialist from REMPLAN on the REMPLAN System and features, it was provided to staff and Councils.
- Hosted a Regional Youth Officers meeting 7 November 2018 – including introduction of new Youth Officers in our member Councils.
- Hosted a Ride 2 Work Day event as a part of Bicycle Network's National Ride2Work program.
- Continued to represent the region on the Western Region Advisory Panel and the IRP2 Economic Evaluation Framework Project Steering Committee of the Cooperative Research Centre for Water Sensitive Cities.
- Represented Perth's Eastern Region for Westport Taskforce Reference group workshop on 22 October 2018 and meeting on 13 December 2018.
- Attended and represented the EMRC at the annual Your Move Awards as the Swan River Ramble was nominated in the innovation category.
- Bush Skills 4 Youth delivered activities to four school groups at the 2018 Children's Gnangara Groundwater Festival at Whiteman Park which provided an opportunity for Western Australian middle and upper primary school students and teachers to learn about water, groundwater, sustainability and other related environmental topics.
- Attended the National Freight and Supply Chain Focus Industry Focus Group – National Freight and Supply Chain Focus Strategy.
- Attended the WALGA Transport Forum on 16 October 2018.



Item 2.1 continued

- Attended a Local Government Professionals Association Project and Practice seminar held at the City of Bayswater.
- Attended two forums “Employment in the face of disruption: Could a robot do my job” and “Employment in the face of disruption: Future employability, will it be different?” hosted by City of Swan in partnership with North Metropolitan TAFE and disseminated the information to EDOG members.
- Attended a National Forum by Low Carbon Living Cooperative Research Centre: “How is Perth doing with the CRC’s Help?”
- Attended the Cooperative Research Centre for Water Sensitive Cities Tools and Products Adoption Tour - Perth event.
- Attended various webinars on Automated Vehicles, Connected Automated Vehicles and Restricted Access Vehicles by agencies: iMove, Australian Road Research Board and Australian Institute of Traffic Planning and Management.

Town of Bassendean

- Hosted EDOG meeting 9 October 2018, with guest presenter Rebecca Cassells, Associate Professor and Principal Research Fellow with Bankwest Curtin Economics, presentation of Outlook for the Future of Work.
- Hosted EDOG meeting 11 December 2018, with guest presenter Jane McNamara, WA Manager from NBN Co – provided overview and update of NBN installation.
- Currently reviewing the Perth’s Eastern Region Investment and Opportunity Booklet and requested input from EDOG members at recent EDOG meeting.
- Provided permission to Department of Water and Environmental Regulation (DWER) to use and disseminate report, data and mapping outputs from the ‘Understanding and Managing Flood Risk’ project for the Swan and Helena Rivers. DWER will ensure that the new information is provided across state and local government agencies as required.
- Delivered factsheet on Acid Sulfate Soils.
- Provided Water Data Analysis Report and Water Data Snapshot to the Town.
- Completed Waterwise Council Reporting including reporting for Gold Recognition Scheme.
- Identified water consumption anomalies for the Town.
- Advised the Town of Water Sensitive Cities Index Benchmarking workshop funding available through Water Corporation’s Waterwise Council Program.
- Attended the CRC for Water Sensitive Cities Tools and Products Adoption Tour - Perth event.
- Began preparation of Discussion Paper on climate change adaptation and mitigation processes.
- Provided manual fleet and bottled gas data for upload into Planet Footprint.
- Held Planet Footprint Performance Review meeting.
- Held the Avon Descent 2018 debrief and planning meeting for 2019 in October.
- Acquitted the 2018 Avon Descent Lotterywest Family Fun Days Grant and applied for the 2019 Avon Descent Lotterywest Family Fun Days Grant.
- Facilitated the Hello Spring campaign which concluded at the end of November; with 61 events registered during the campaign period.
- perthseasternregion.com.au website continued to be updated with relevant events.

City of Bayswater

- Hosted EDOG meeting 9 October 2018, with guest presenter Rebecca Cassells, Associate Professor and Principal Research Fellow with Bankwest Curtin Economics, presentation of Outlook for the Future of Work.
- Hosted EDOG meeting 11 December 2018, with guest presenter Jane McNamara, WA Manager from NBN Co – provided overview and update of NBN installation.
- Currently reviewing the Perth’s Eastern Region Investment and Opportunity Booklet and requested input from EDOG members at recent EDOG meeting.



Item 2.1 continued

- Provided permission to Department of Water and Environmental Regulation (DWER) to use and disseminate report, data and mapping outputs from the 'Understanding and Managing Flood Risk' project for the Swan and Helena Rivers. DWER will ensure that the new information is provided across state and local government agencies as required.
- Bush Skills 4 Youth delivered two Biodiversity in the Playground workshops to Bayswater Primary School as well as a Water Macroinvertebrate Sampling workshop with local Joey Cubs at Eric Singleton Reserve.
- Attended the Bayswater Station Upgrade community engagement session to get in-depth information of the project.
- Held the Avon Descent 2018 debrief and planning meeting for 2019 in October.
- Acquitted the 2018 Avon Descent Lotterywest Family Fun Days Grant and applied for the 2019 Avon Descent Lotterywest Family Fun Days Grant.
- Facilitated the Hello Spring campaign which concluded at the end of November; with 61 events registered during the campaign period.
- perthseasternregion.com.au website continued to be updated with relevant events.

City of Belmont

- Hosted EDOG meeting 9 October 2018, with guest presenter Rebecca Cassells, Associate Professor and Principal Research Fellow with Bankwest Curtin Economics, presentation of Outlook for the Future of Work.
- Hosted EDOG meeting 11 December 2018, with guest presenter Jane McNamara, WA Manager from NBN Co – provided overview and update of NBN installation.
- Currently reviewing the Perth's Eastern Region Investment and Opportunity Booklet and requested input from EDOG members at recent EDOG meeting.
- Provided permission to Department of Water and Environmental Regulation (DWER) to use and disseminate report, data and mapping outputs from the 'Understanding and Managing Flood Risk' project for the Swan and Helena Rivers. DWER will ensure that the new information is provided across state and local government agencies as required.
- Bush Skills 4 Youth delivered a Healthy Wildlife workshop to Cloverdale Primary School as well as an Early Years Activity Morning with the Belmont Early Years Group at Forster Park.
- Provided comprehensive spreadsheet of known climate change risks and risk rationalisations to the City of Belmont for inclusion in their organisational Risk Register. Preparation of Climate Change risk assessment parameters and risk rationalisation Synthesis Report is underway.
- Prepared Business Case for Benchmarking Building Efficiency Project for the City of Belmont.
- Delivered factsheet on Acid Sulfate Soils.
- Provided Water Data Analysis Report and Water Data Snapshot.
- Held Planet Footprint Performance Review meeting.
- Held the Avon Descent 2018 debrief and planning meeting for 2019 in October.
- Acquitted the 2018 Avon Descent Lotterywest Family Fun Days Grant and applied for the 2019 Avon Descent Lotterywest Family Fun Days Grant.
- perthseasternregion.com.au website continued to be updated with relevant events.
- Facilitated the Hello Spring campaign which concluded at the end of November; with 61 events registered during the campaign period.

City of Kalamunda

- Hosted EDOG meeting 9 October 2018, with guest presenter Rebecca Cassells, Associate Professor and Principal Research Fellow with Bankwest Curtin Economics, presentation of Outlook for the Future of Work.
- Hosted EDOG meeting 11 December 2018, with guest presenter Jane McNamara, WA Manager from NBN Co – provided overview and update of NBN installation.



Item 2.1 continued

- Currently reviewing the Perth's Eastern Region Investment and Opportunity Booklet and requested input from EDOG members at recent EDOG meeting.
- Delivered three Bush Skills for the Hills workshops in the region: Weed or Wildflower; Assisting Natural Regeneration on a Granite Outcrop; and Erosion Control.
- Compiled and distributed the Greenpage Newsletter for October – November 2018.
- An Environmental Projects Officer attends the City one day per week to address local landholder enquiries, assist with projects, conduct site assessments, apply for and manage grants.
- Progressed the Lotterywest funded project "Farm dams as refuges for freshwater plants and animals a drying climate" including assisting Citizen Scientists with data submission, surveying control sites and finalising the Spring 2018 data collection.
- Bush Skills 4 Youth attended a planning meeting with the City to discuss 2019 workshop delivery to schools and community.
- Creating a Capable Community in NRM project funded through the State NRM program delivered an Indigenous Landcare workshop for catchment groups and youth with local aboriginal elder Dr Noel Nannup and hosted constitutional requirements and succession planning meetings with Jane Brook Catchment Group.
- Hosted GRID mapping tool training for community members and staff.
- Coordinated the implementation of the Swan Alcoa Landcare Program grant, in collaboration with the City of Kalamunda, to improve water quality and environmental values at Lower Lesmurdie Falls. This included a community planting day and weed control targeting a declared pest and a weed of national significance.
- Hosted an Eastern Region Catchment Management Program (ERCMP) meeting with program stakeholders.
- Attended the Sub-Regional Chairs and Coordinators Meeting with Department of Biodiversity, Conservation and Attractions.
- Attended committee meetings for Jane Brook, Helena River, Susannah Brook, and Blackadder Woodbridge Catchment Groups, Lower Helena Association and Friends of Piesse Brook.

Shire of Mundaring

- Hosted EDOG meeting 9 October 2018, with guest presenter Rebecca Cassells, Associate Professor and Principal Research Fellow with Bankwest Curtin Economics, presentation of Outlook for the Future of Work.
- Hosted EDOG meeting 11 December 2018, with guest presenter Jane McNamara, WA Manager from NBN Co – provided overview and update of NBN installation.
- Currently reviewing the Perth's Eastern Region Investment and Opportunity Booklet and requested input from EDOG members at recent EDOG meeting.
- Bush Skills 4 Youth delivered one Exploring the bush and three Conserving the Bush workshops with a home school group in the Shire as well as visiting a site to begin planning for an upcoming workshop with a local youth group.
- Delivered three Bush Skills for the Hills workshops in the region: Weed or Wildflower?; Assisting Natural Regeneration on a Granite Outcrop; and Erosion Control.
- Creating a Capable Community in NRM project funded through the State NRM program delivered an Indigenous Landcare workshop for catchment groups and youth with local aboriginal elder Dr Noel Nannup and hosted constitutional requirements and succession planning meetings with Jane Brook Catchment Group.
- Compiled and distributed the Greenpage Newsletter for October – November 2018.
- An Environmental Projects Officer attends the Shire one day per week to address local landholder enquiries, assist with projects, conduct site assessments, apply for and manage grants.
- Progressed the Lotterywest funded project "Farm dams as refuges for freshwater plants and animals a drying climate" including assisting Citizen Scientists with data submission, surveying control sites and finalising the Spring 2018 data collection.
- Hosted GRID mapping tool training for community members and staff.



Item 2.1 continued

- Assisted the Friends of Black Cockatoo Reserves with preparing a partnership proposal to seek funding from Water Corporation for dieback treatment.
- Assisted with the implementation of the Shire of Mundaring's State NRM grant to manage blackberry in sensitive watercourses; Jane Brook Catchment Group's Swan Alcoa Landcare Program (SALP) and Community Rivercare grants to increase the bushland and water quality values in Lion Mill Creek Reserve; and SALP grant to improve water quality and increase biodiversity at Lower Lesmurdie Falls.
- Assisted the Susannah Brook and Blackadder Woodbridge Catchment Groups with water quality testing.
- Hosted an Eastern Region Catchment Management Program (ERCMP) meeting with program stakeholders.
- Attended the Sub-Regional Chairs and Coordinators Meeting with Department of Biodiversity, Conservation and Attractions.
- Attended committee meetings for Jane Brook, Helena River, Susannah Brook, and Blackadder Woodbridge Catchment Groups, Lower Helena Association and Friends of Piesse Brook.
- Delivered factsheet on Acid Sulfate Soils.
- Provided Water Data Analysis Report and Water Data Snapshot.
- Completed Waterwise Council Reporting including reporting for Gold Recognition Scheme.
- Identified water consumption anomalies for the Shire.
- Facilitated Water Team Meeting.
- Assisted the Shire of Mundaring in acquiring data loggers under the Water Corporation's Data Logging Program. Data loggers were installed at two top consuming facilities in December to monitor water usage.
- Provided advice for recommended size of a solar system on a community facility.
- Investigated energy tariffs for the Shire of Mundaring's high consuming facilities.
- Provided manual fleet and bottled gas data for upload into Planet Footprint for the Shire.
- Held Planet Footprint Performance Review meeting.

City of Swan

- Initiated the process of developing an extension of the Swan River Ramble into the Guildford area. Met with the City of Swan to discuss and present the extension idea, which they will review.
- Provided permission to Department of Water and Environmental Regulation (DWER) to use and disseminate report, data and mapping outputs from the 'Understanding and Managing Flood Risk' project for the Swan and Helena Rivers. DWER will ensure that the new information is provided across state and local government agencies as required.
- Bush Skills 4 Youth delivered two "Bush in a Box - Animals" workshops at City of Swan libraries; a "Planning a conservation project" workshop with Swan View Primary School River Rangers; as well as a Wildlife Monitoring workshop with Herne Hill Cubs at Maali Bridge Park.
- Delivered three Bush Skills for the Hills workshops in the region: Weed or Wildflower?; Assisting Natural Regeneration on a Granite Outcrop; and Erosion Control.
- Compiled and distributed the Greenpage Newsletter for October – November 2018.
- An Environmental Projects Officer attends the City one day per week to address local landholder enquiries, assist with projects, conduct site assessments, apply for and manage grants.
- Progressed the Lotterywest funded project "Farm dams as refuges for freshwater plants and animals a drying climate" including assisting Citizen Scientists with data submission, surveying control sites and finalising the Spring 2018 data collection.
- Hosted an Eastern Region Catchment Management Program (ERCMP) meeting with program stakeholders.
- Attended the Sub-Regional Chairs and Coordinators Meeting with Department of Biodiversity, Conservation and Attractions.



Item 2.1 continued

- Attended committee meetings for Jane Brook, Helena River, Susannah Brook, and Blackadder Woodbridge Catchment Groups, Lower Helena Association and Friends of Piesse Brook.
- Assisted the Susannah Brook and Blackadder Woodbridge Catchment Groups with water quality testing.
- Provided advice to Blackadder Woodbridge Catchment Group (BWCG) regarding tree decline, Dieback treatment and water quality in Viveash Wetlands. Sought further advice regarding tree health and treatment from Murdoch University to provide to BWCG.
- Delivered factsheet on Acid Sulfate Soils.
- Provided Water Data Analysis Report and Water Data Snapshot to the City.

STRATEGIC/POLICY IMPLICATIONS

Key Result Area 1 – Environmental Sustainability

- 1.5 To contribute towards improved regional air, water and land quality and regional biodiversity conservation and address climate change

Key Result Area 2 – Economic Development

- 2.1 To facilitate and advocate for increased investment in regional infrastructure
- 2.2 To facilitate and advocate for regional economic development activities
- 2.3 To facilitate regional cultural and recreational activities

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

The funding to facilitate projects is developed and agreed with member Councils as part of the annual budget process.

SUSTAINABILITY IMPLICATIONS

The Regional Services Directorate operates to pursue environmental, economic and social growth outcomes for Perth's Eastern Region.

MEMBER COUNCIL IMPLICATIONS

Member Council	Implication Details
Town of Bassendean	} Ongoing participating member Council officer time on the two advisory groups: EDOG and RITS IAG.
City of Bayswater	
City of Belmont	
City of Kalamunda	
Shire of Mundaring	
City of Swan	



2.2 REGIONAL CONGESTION MANAGEMENT ACTION PLAN

REFERENCE: D2019/01903 (CEOAC) – D2019/02347

PURPOSE OF REPORT

The purpose of this report is to provide an update on the development and completion of the *Regional Congestion Management Action Plan*.

KEY POINTS

- The EMRC in consultation with GTA Consultants has developed the *Regional Congestion Management Action Plan* for Perth's Eastern Region.
- The Regional Integrated Transport Strategy Implementation Advisory Group (RTIS IAG) has been consulted in regards to the strategic direction and content of the Plan.
- The Plan includes the following key sections:
 - Research into the causes of congestion
 - Congestion mapping for the region
 - National approaches for congestion management
 - Outcomes of stakeholder engagement
- The Plan utilises the following approaches:
 - Congestion Management
 - Freight Management
 - Travel Behaviour Change
- The Plan will be utilised by the EMRC to advocate and provide support to member Councils and key stakeholders in the region for developing an efficient road network through congestion management for all users.

SOURCE OF REPORT

Acting Chief Executive Officer

BACKGROUND

The development of the *Regional Congestion Management Action Plan* (The Plan) was identified as an action in the *Regional Integrated Transport Strategy 2017-2021*, Priority Area 2, 'Efficiency'. The development of the *Regional Congestion Management Action Plan* included consultation and input from member Councils and Perth Airport through the RITS IAG. The Plan was also included as part of the *Regional Services Project Funding Summary 2017-2018* (Ref: D2017/02359).



Item 2.2 continued

REPORT

The Plan commenced development during the 2017-2018 financial year, in consultation with GTA Consultants, and has now been concluded. Research of relevant strategic documents at Federal, State and Local Government levels was carried out and was followed by a high level assessment of congestion using Regional Operation Model (ROM) data from the Main Roads WA. Following analysis of the Main Roads WA's ROM data; six Levels of Service values were determined, based on the volume to capacity ratio ranges for given types of roadway and speed limits. Maps produced in the final documents are based on the three levels of services where the volume of traffic exceeds the road capacity.

The Plan comprises of four key sections relating to congestion; research into the causes; mapping for the region; national approaches and outcomes of stakeholder engagement. These key sections were formed in accordance to similar Federal and State action plans on congestion. The Plan also provides recommendation within the three distinct approaches mentioned above.

The Plan has been disseminated to the RITS IAG representatives, made up of officers from the EMRC's six member Councils, the Department of Transport, Department of Planning, Main Roads WA, Public Transport Authority, WA Roads Federation, RAC, WALGA and Perth Airport. The Plan is also available on the EMRC's website:

https://www.emrc.org.au/Profiles/emrc/Assets/ClientData/A7681-EMRC_Regional_Congestion_Management_Action_Plan.pdf

The Plan will support member Councils and key stakeholders in regards to improving road efficiency within the Region, with an overarching aim of supporting congestion management and improving the traffic flow.

The EMRC will also utilise the Plan as a supporting document when advocating to the State and Federal government on required road efficiency improvements throughout the Region and as supporting documentation when seeking funding to implement actions identified in the Regional Congestion Management Action Plan.

STRATEGIC/POLICY IMPLICATIONS

The development of the Plan aligns with the EMRC's 10 – Year Strategic Plan 2017 – 2027 and aligns with two Key Result Areas and addresses one of the objectives of the priority area identified in the RITS 2017-2021.

The EMRC's 10 - Year Strategic Plan 2017 - 2027

Key Result Area 2 – Economic Development

2.1 To facilitate and advocate for increased investment in regional infrastructure

Key Result Area 3 – Good Governance

3.1 To provide advice and advocacy on issues affecting Perth's Eastern Region

The Regional Integrated Transport Strategy 2017 - 2021

Priority Area 2 – Efficiency

Goal: That the capacity of the region's transport network is maximised and used optimally.

Objective 2.1 - Identify and advocate for the removal or control of congestion hotspots.



Item 2.2 continued


FINANCIAL IMPLICATIONS

The cost associated with the development of the *Regional Congestion Management Action Plan* was included in the adopted 2018 - 2019 EMRC operating budget.

SUSTAINABILITY IMPLICATIONS

The *Regional Congestion Management Action Plan* aims to contribute to the sustainability of the Region through advocating, supporting and implementing projects that help facilitate a greater level of road efficiency for the Regions' residents, workers and visitors.

MEMBER COUNCIL IMPLICATIONS

Member Council	Implication Details
Town of Bassendean	 <p>The Plan will act as a supporting document for improving road efficiency within Perth's Eastern Region.</p>
City of Bayswater	
City of Belmont	
City of Kalamunda	
Shire of Mundaring	
City of Swan	

ATTACHMENT(S)

Regional Congestion Management Action Plan (Ref: D2019/02345)



Attachment to CEOAC 5 February - 21 February 2019 Item 2.2



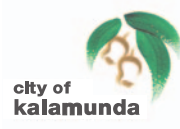
REGIONAL CONGESTION MANAGEMENT ACTION PLAN

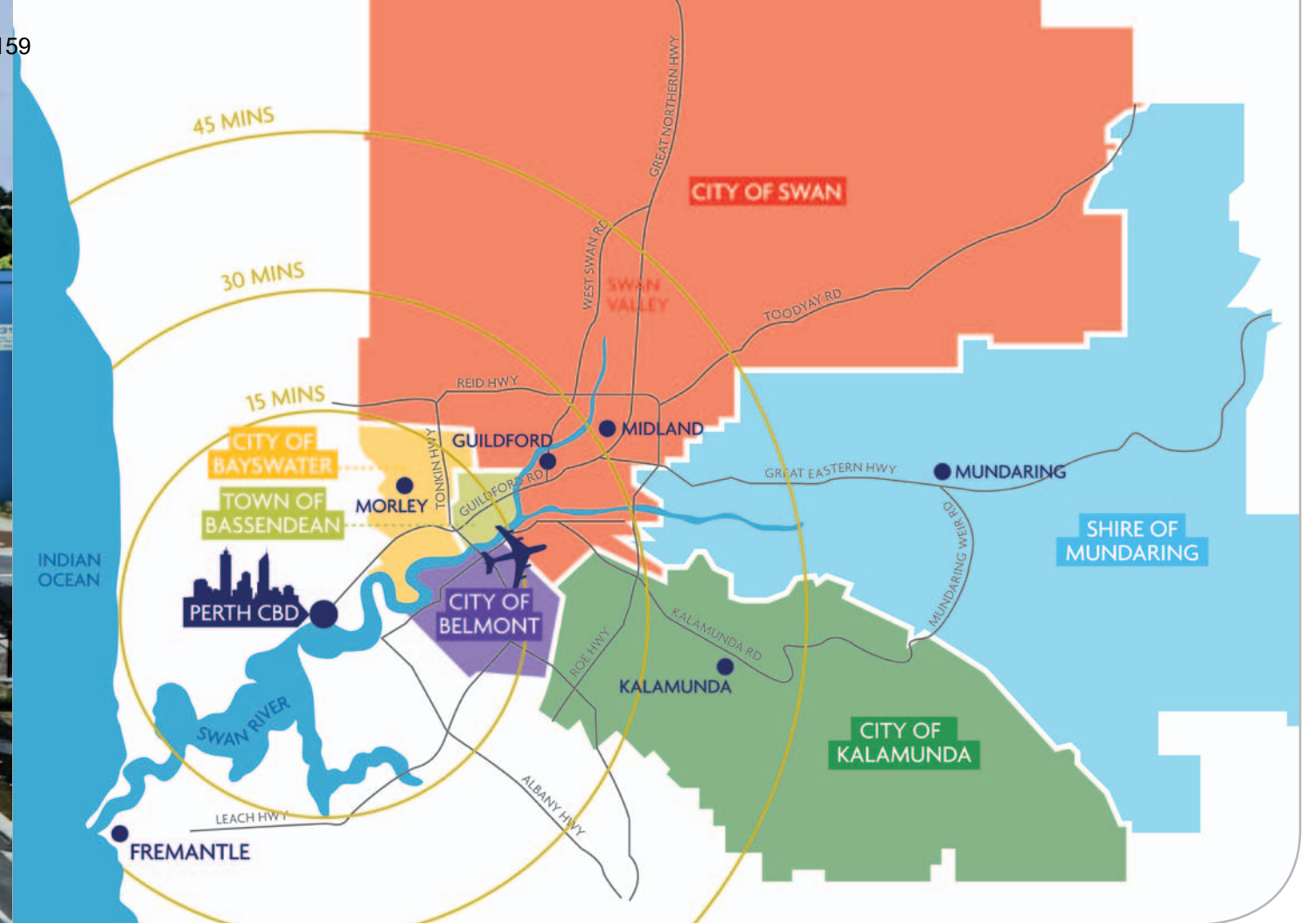




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Introduction

The *Perth and Peel @ 3.5million* identifies that congestion is increasing on the regional road network, particularly during the morning peak period. This mainly affects the roads that connect Perth Eastern Region with the City Centre and to the eastern foothills, including Lord Street, Great Northern Highway, Roe Highway, Reid Highway, and Gnangara Road.

The identification and control of congestion hotspots on the road and freight networks at key intersections and rail crossings (through grade separation and/or improvements in traffic management tools such as traffic control signals and signage) will be required to ensure efficient movement of freight and traffic through key corridors. There is also a need to continue smart integration of land use and transport planning through Transit Oriented Developments and through marketing of behaviour change programs such as the Department of Transport's 'Your Move', to ensure future congestion and capacity constraints are minimised and the benefits to the Region and its residents maximised.

Background

The freight and logistics industry make significant economic contributions to the Region and state and is a primary driver for the biggest infrastructure projects that ultimately benefit the wider community through increased transport efficiency and reduced road congestion.

Understanding the scale and impact of the freight industry and the issues and challenges limiting the Region's ability to support its growth and operations is key. The role of both State and Local Government in facilitating and fostering investment through congestion management and travel behaviour change is the focus of this project.

Eastern Metropolitan Regional Council (EMRC) Transport Focus

The EMRC is a progressive and innovative regional local government working on behalf of six member Councils located in Perth's Eastern Region: Town of Bassendean, City of Bayswater, City of Belmont, City of Kalamunda, Shire of Mundaring and the City of Swan.

Providing services in waste management, environmental management and regional development, the EMRC is a model of successful collaboration that has initiated projects that deliver real benefits to the region.

Perth's Eastern Region encompasses the local government areas of the six member Councils and stretches from the edge of the Perth CBD eastwards into the foothills and hill regions. The area includes varied land use forms including commercial, industrial and residential, in both urban and rural settings.

The EMRC *Road Safety Strategy Direction Zero 2015* notes that Perth's Eastern Region is home to significant transport infrastructure along with major industrial, commercial and retail locations. These locations are high trip generators and as such access to these locations is important for the efficient movement of people, goods, services and freight. The Region is home to one of Western Australia's most important pieces of infrastructure, Perth Airport, comprising of approximately 2,105 hectares which makes up the estate of Perth Airport Proprietary Limited.

While the movement of people is of utmost importance for the Region, the movement of goods is also important, with the Region being home to a number of large industrial areas.

The Region has a long established history with freight and logistics, predating the 1955 Stephenson Hepburn Plan for Perth, which mapped the established and future form of the Perth metropolitan region and continues to shape the growth of the city today. The 1955 Plan left a legacy for freight and logistics activities within the Region through the identification of land for the establishment and growth of:

- Perth Airport;
- Perth Intermodal Freight Terminal (Kewdale);
- The Kewdale and Welshpool Industrial Area;
- The North Hazelmere and South Guildford Industrial Area;
- Major regional highways, including Roe Highway, Tonkin Highway, Great Eastern Highway, Great Eastern Highway Bypass, Great Northern Highway; and
- The freight rail network, including connections to Fremantle Port's Inner Harbour, the Kwinana Bulk Port and Industrial Area and regional and national freight hubs.

EMRC Regional Integrated Transport Strategy (2017 – 2021)

In addition to the freight task, the EMRC Regional Integrated Transport Strategy highlights and advocates for all modes of transport and helps ensure that a collaborative approach is used in developing an integrated, safe, efficient, accessible, and sustainable transport network.

As with wider Western Australia (WA), the private car is, and for some time will be, the primary mode of transport for moving people (whether via manual or autonomous means). However, WA has seen considerable growth in cycling participation over recent years, which has been supported through substantial progress made in bicycle route planning at a state level as shown in the development of the Western Australian Bicycle Network Plan and more innovative programs such as *Safe Active Streets*.

Furthermore, the Public Transport Authority, in addition to delivering METRONET (noting the Forrestfield-Airport Link, the proposed planning for the Ellenbrook Rail Line and extension of the Midland line to Bellevue within Perth's Eastern Region) also have a rolling program of on-road public transport investment to enable the movement of people en-mass more reliably, ultimately reducing congestion.

Therefore, to get people to use alternative modes of transport, Behaviour Change practices need to be undertaken. The broader term Travel Demand Management, which includes measures such as improved parking strategies and parking supply, contributions to the development of integrated land use and transport and integrating travel demand measures (travel plans and behaviour change programs) within infrastructure development, can be a difficult task but can have a high impact on infrastructure demands for the Region.

*"The central issue [in transforming organisations or people] is never strategy, structure, culture or systems. All those elements and others, are important, but the core of the matter is always about **changing behaviour** of people, and behaviour change happens in highly successful situations by speaking to people's feelings...."*

John Kotter, Professor of Leadership, Harvard Business School.

Infrastructure

Strategies

Right timing

= Change is Possible



Regional Integrated Transport Strategy Objectives

The Regional Integrated Transport Strategy notes the following objectives within congestion management and behaviour change to work toward achieving the goal "That the capacity of the Region's transport network is maximised and used optimally":

- Identify and advocate for the removal or control of congestion hotspots;
- Identify and advocate for the removal or grade separation of key rail level crossings and road intersections on the freight network;
- Identify and advocate for opportunities in the freight and public transport network where infrastructure improvements will accommodate higher capacity vehicles;
- Identify and advocate for opportunities where intelligent transport systems and traditional infrastructure enhancements could be used to maximise road and rail network efficiency;
- Advocate for and support information, communication, education and behaviour change initiatives that encourage greater use of walking, cycling and public transport; and
- Advocate for and support initiatives that improve employment self-sufficiency such as through mixed land use to reduce commuter travel demand.



VISION

To advocate for and support the development of a safe, efficient and effective transport system that supports and enhances the Region's economic, social and environmental wellbeing.



Research and Review of Existing Strategies

Research and review of existing strategies and policies has been undertaken to gain an understanding of what each member Council, key stakeholders and Perth's Eastern Region are doing to identify and respond to congestion as well as Travel Behaviour Change.

It was identified that a number of programs and strategies are in place by both State and Local Government working toward Congestion Management and Travel Behaviour Change and have been summarised below. A full detailed review of these programs and strategies can be found in Appendix A.

Congestion Management Approach

- Expand strategic road freight network to improve connection between the Perth's Eastern Region industrial areas, ports and regional WA and interstate destinations;
- Upgrade the arterial road network to accommodate future demand, which will include grade separations at major intersections and road widening;
- Network performance improvements (opportunities for grade separation at various high-volume intersections and road upgrades of key routes such as Tonkin Highway);
- Extensions to the Midland heavy rail line;
- Forrestfield-Airport Rail Link;
- Train station parking (Guildford Station);
- Ellenbrook Rail planning; and
- Great Eastern Highway Corridor Plan.

Freight Management Approach

- Whiteman – Yanchep Highway (new North-South corridor);
- Upgraded east-west routes (Neaves Road and Stock Road);
- NorthLink WA, consisting of the construction of the Perth Darwin National Highway (NorthLink WA) between the junction of Reid Highway and Tonkin Highway at Malaga and junction of Great Northern Highway and Brand Highway at Muchea;
- Tonkin Highway Grade Separation Program including new interchanges at Benara Road, Morley Drive and Collier Road; and
- Intersection upgrades along the Reid Highway, Roe Highway, Tonkin Highway, Great Eastern Highway and Perth Adelaide National Highway (EastLink).

Travel Behaviour Change Approach

- Your Move programs;
- Walking and cycling infrastructure design and implementation;
- Access to Stations Infrastructure Program and
- Parking strategies.

EMRC Congestion Mapping

The purpose of the Regional Congestion Management Action Plan is to identify congestion hotspots in Perth’s Eastern Region, using metrics that are widely used by the relevant state agencies such as Main Roads WA (MRWA).

Congestion can be caused due to a number of different reasons. The US Department of Transportation Federal Highway Administration notes that congestion results when traffic demand approaches or exceeds the available capacity of the system or infrastructure. Although this is a simple concept, it is not constant. Traffic demands vary significantly depending on the season, the day of the week, and the time of day. In addition, the capacity, often mistaken as a constant, can change because of weather, work zones, traffic incidents, or other non-recurring events. About half of congestion is caused by temporary disruptions that take away part of the roadway from use, that is, nonrecurring congestion.

Roughly half of the congestion experienced happens virtually every day - it is recurring. This is the type of congestion in which there are simply more vehicles than there is roadway. Recurring congestion occurs during peak travel periods for a simple reason: The number of vehicles trying to use the highway system exceeds the available capacity. Effectively managing demand during peak periods involves convincing travellers to make their trip at a less congested time, on a different mode, on a less congested route, or through a means other than travel on the highway system (e.g. telecommuting/working from home).¹

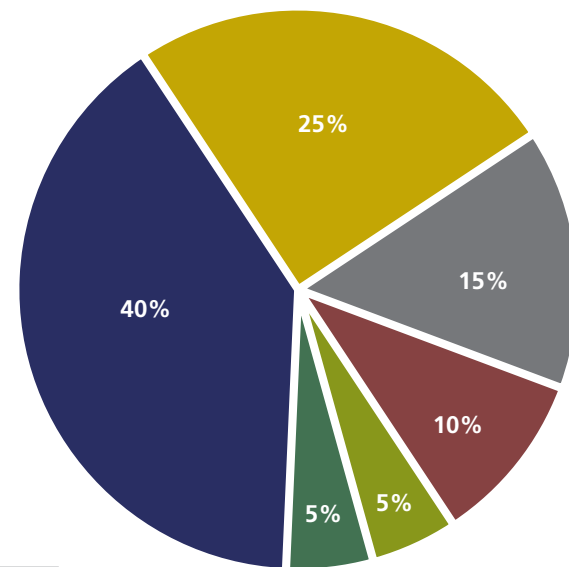
There are a number of different approaches to congestion hotspot identification and analysis, all offering advantages and disadvantages and all requiring differing levels of modelling and/or data analysis.



A Volume to Capacity Ratio of **1.0** indicates that the road is operating at **100%** capacity.

- Bottlenecks: 40%
- Traffic Incidents: 25%
- Bad Weather: 15%
- Work Zones: 10%
- Poor Signal Timing: 5%
- Special Events: 5%

Figure 3.1: Causes of Congestion (US Department of Transportation Federal Highway Administration)



¹ https://ops.fhwa.dot.gov/publications/fhwahop09015/cp_prim7_02.htm

As this project is high level in nature, a high-level assessment of congestion within Perth’s Eastern Region has been undertaken utilising Regional Operations Model (ROM) data from MRWA. The ROM is a medium level “strategic/operational” road-based model for assessing the impacts of road infrastructure projects and area wide traffic management measures and is the key metric used by MRWA for planning and managing traffic growth into the future.

For this project, Volume to Capacity Ratio (VCR) and Link Volume (LV) plots from ROM have been obtained for Perth’s Eastern Region to indicate modelled link volumes for year 2016 and future years 2021 and 2031.

The VCR indicates any existing links that are currently operating above close to or above capacity as well as any future links likely to be operating close to or above capacity. The link volumes within the LV plots were assessed against the number of lanes for the modelled roads undertaking a theoretical capacity analysis, indicating which roads are currently and forecast to be operating above theoretical capacity.

It is noted that the ROM model edge zones suffer from accuracy. Inner zones are inherently more accurate. It is also

noted that the ROM model plots used for this project do not fully capture the Mundaring and Swan areas and as such, further discussion with these councils has taken place.

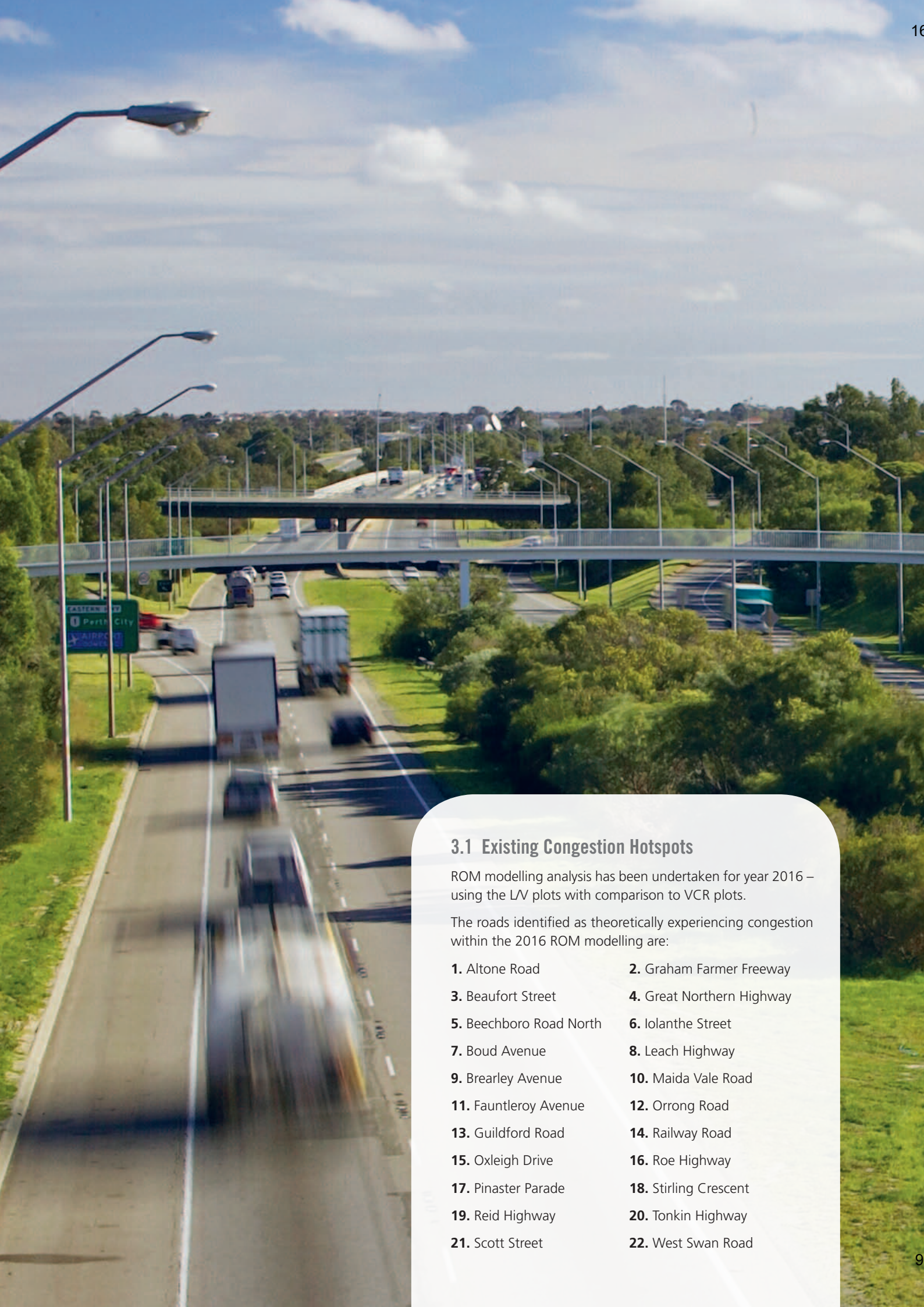
The Volume to Capacity (V/C) ratio is a measure of the level of congestion on a road based on the hourly traffic volume and road capacity. A V/C ratio of 1.0 indicates that the road is operating at 100 per cent capacity. The V/C ratios were calculated by dividing the total hourly traffic volume by the hourly road capacity for each road segment. The traffic volumes were obtained from the ROM model.

The Level of Service (LOS) value is a qualitative performance indicator of the traffic condition based on the V/C ratio. The Level of Service has six categories from Level A to Level F based on the V/C ratio ranges for the type of roadway and speed limits. Level A represents the free flow situation while level F represents that the road segment is over capacity. The approach provided in the Highway Capacity Manual (HCM) 1994 was used in this assessment to classify LOS for multilane highways and arterial roads. The LOS ranges are for highway and arterial roads categories based on the V/C ratio ranges are given in Table 3.1.

Table 3.1: 1994 HCM Level of Service Criteria

Level of Service	Volume / Capacity Ratio Range	
	Highway (speed >= 90 km/h)	Arterial Road
A	0 - 0.3	0 - 0.6
B	0.3 - 0.5	0.6 - 0.7
C	0.5 - 0.7	0.7 - 0.8
D	0.7 - 0.85	0.8 - 0.9
E	0.85 - 1	0.9 - 1
F	>1	>1

Based on the speed limit and the V/C ratio provided from the traffic model, the LOS value for each road segment was calculated. Full LOS Maps are included as Appendix B.

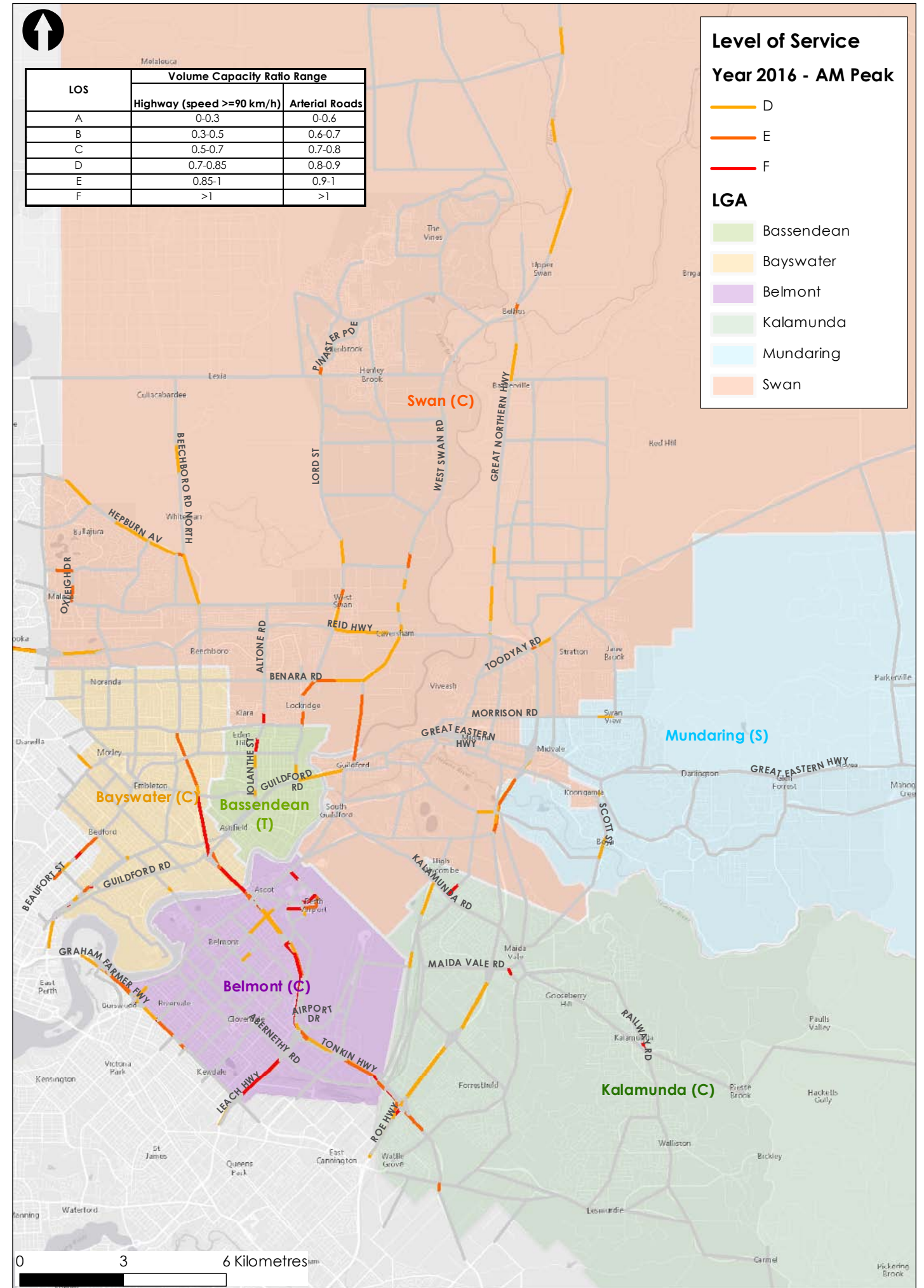


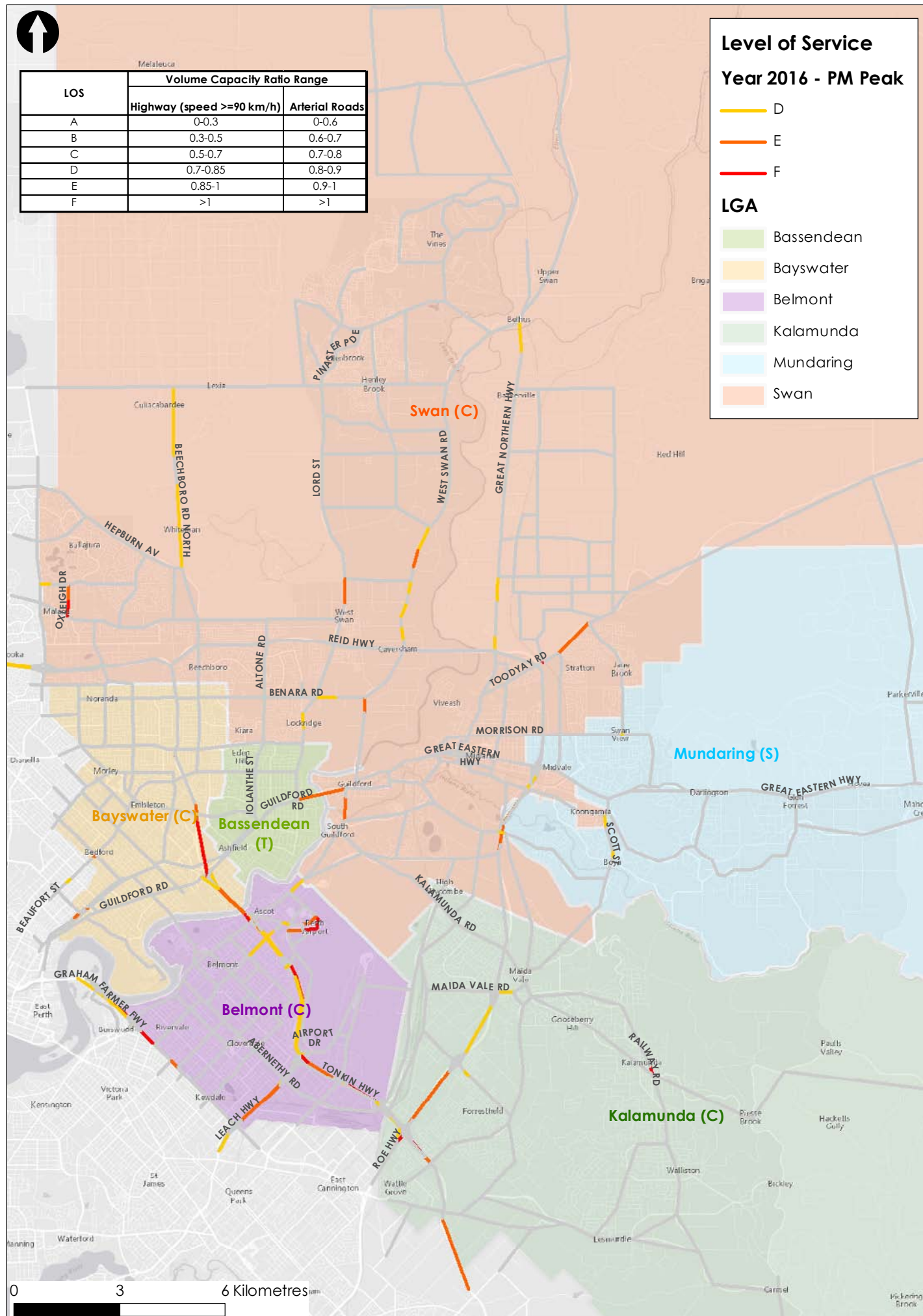
3.1 Existing Congestion Hotspots

ROM modelling analysis has been undertaken for year 2016 – using the LV plots with comparison to VCR plots.

The roads identified as theoretically experiencing congestion within the 2016 ROM modelling are:

- | | |
|-------------------------|---------------------------|
| 1. Altone Road | 2. Graham Farmer Freeway |
| 3. Beaufort Street | 4. Great Northern Highway |
| 5. Beechboro Road North | 6. Iolanthe Street |
| 7. Boud Avenue | 8. Leach Highway |
| 9. Brearley Avenue | 10. Maida Vale Road |
| 11. Fauntleroy Avenue | 12. Orrong Road |
| 13. Guildford Road | 14. Railway Road |
| 15. Oxleigh Drive | 16. Roe Highway |
| 17. Pinaster Parade | 18. Stirling Crescent |
| 19. Reid Highway | 20. Tonkin Highway |
| 21. Scott Street | 22. West Swan Road |





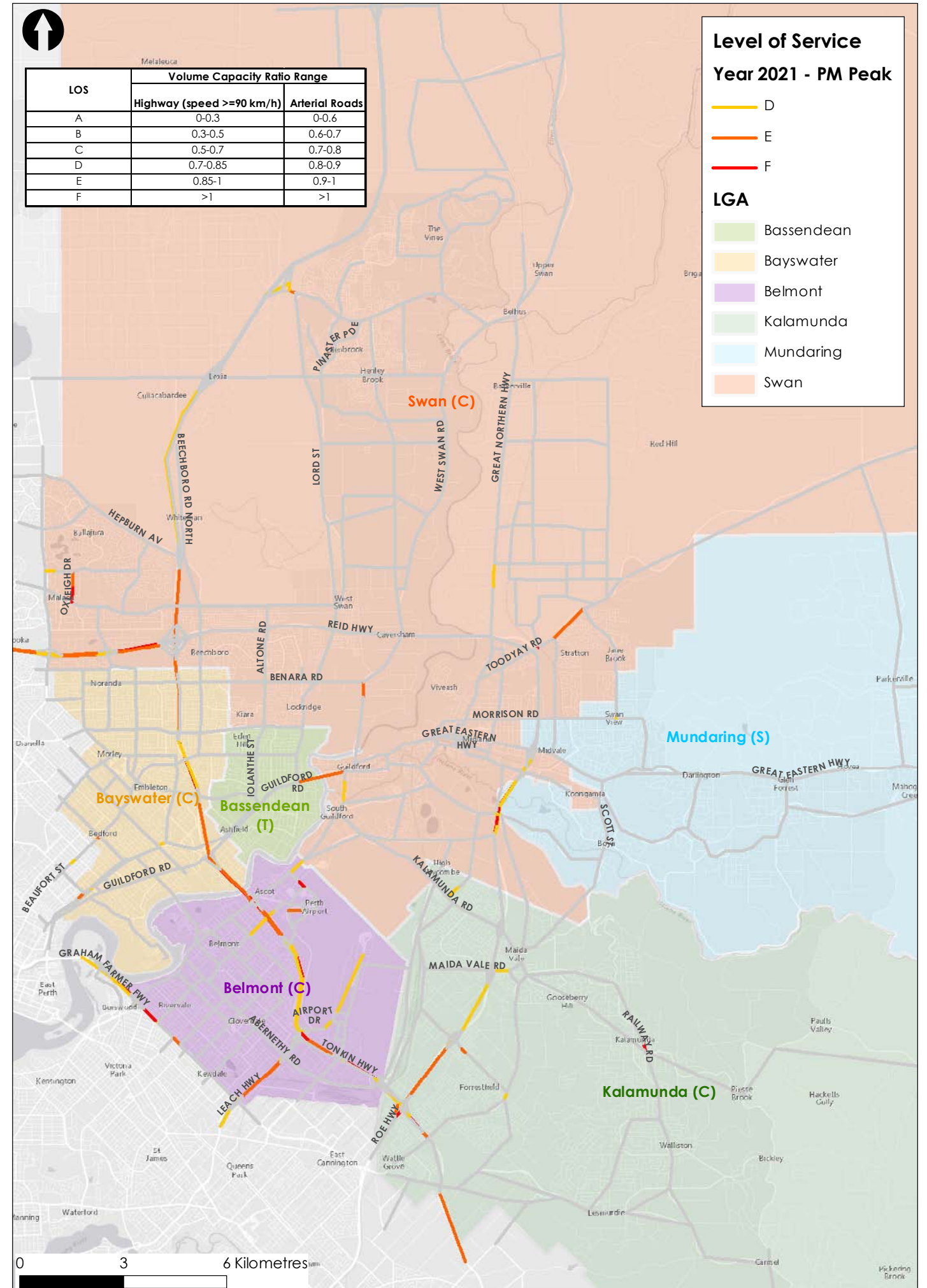
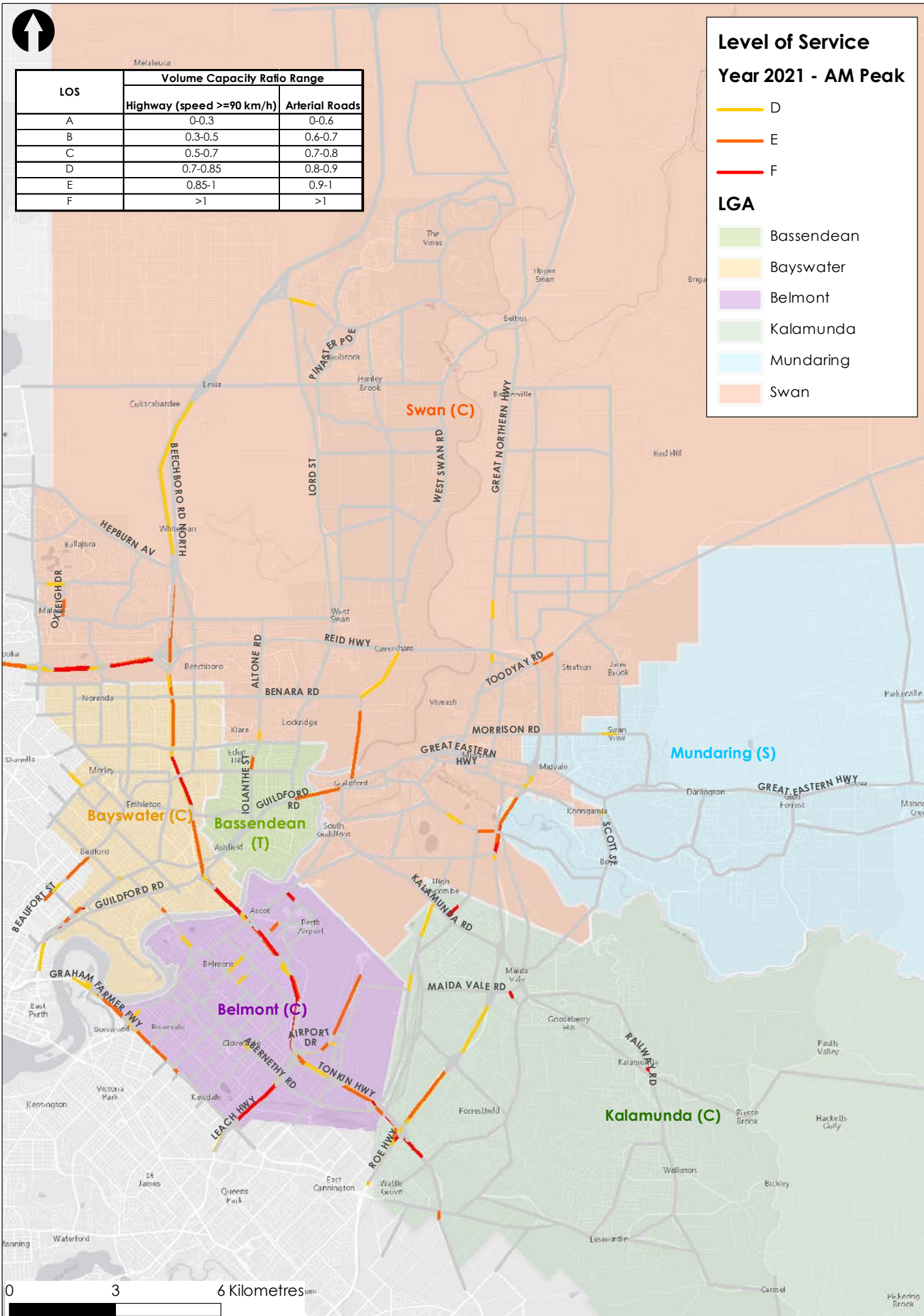
3.2 2021 Future Congestion Hotspots

ROM modelling analysis has been undertaken for year 2021 using the L/V plots with comparison to VCR plots.

The roads identified as theoretically experiencing congestion within the 2021 ROM modelling are:

Congested in 2021

- | | |
|--------------------------|---------------------------|
| 1. Altone Road | 2. Beaufort Street |
| 3. Fauntleroy Avenue | 4. Graham Farmer Freeway |
| 5. Great Eastern Highway | 6. Great Northern Highway |
| 7. Iolanthe Street | 8. Leach Highway |
| 9. Maida Vale Road | 10. Oxleigh Drive |
| 11. Railway Road | 12. Reid Highway |
| 13. Roe Highway | 14. Stirling Crescent |
| 15. Tonkin Highway | 16. Toodyay Road |
| 17. West Swan Road | |



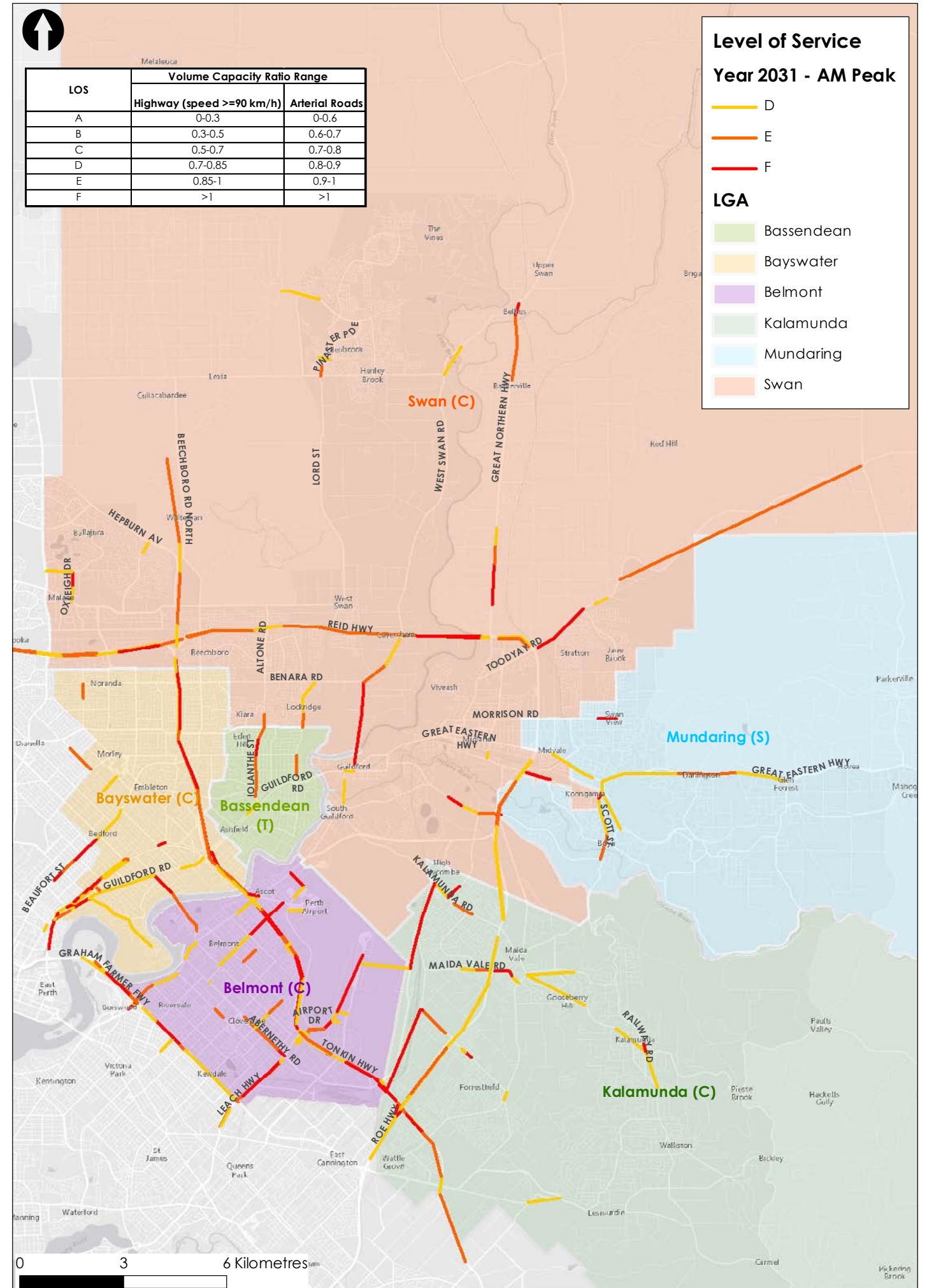
3.3 2031 Future Congestion Hotspots

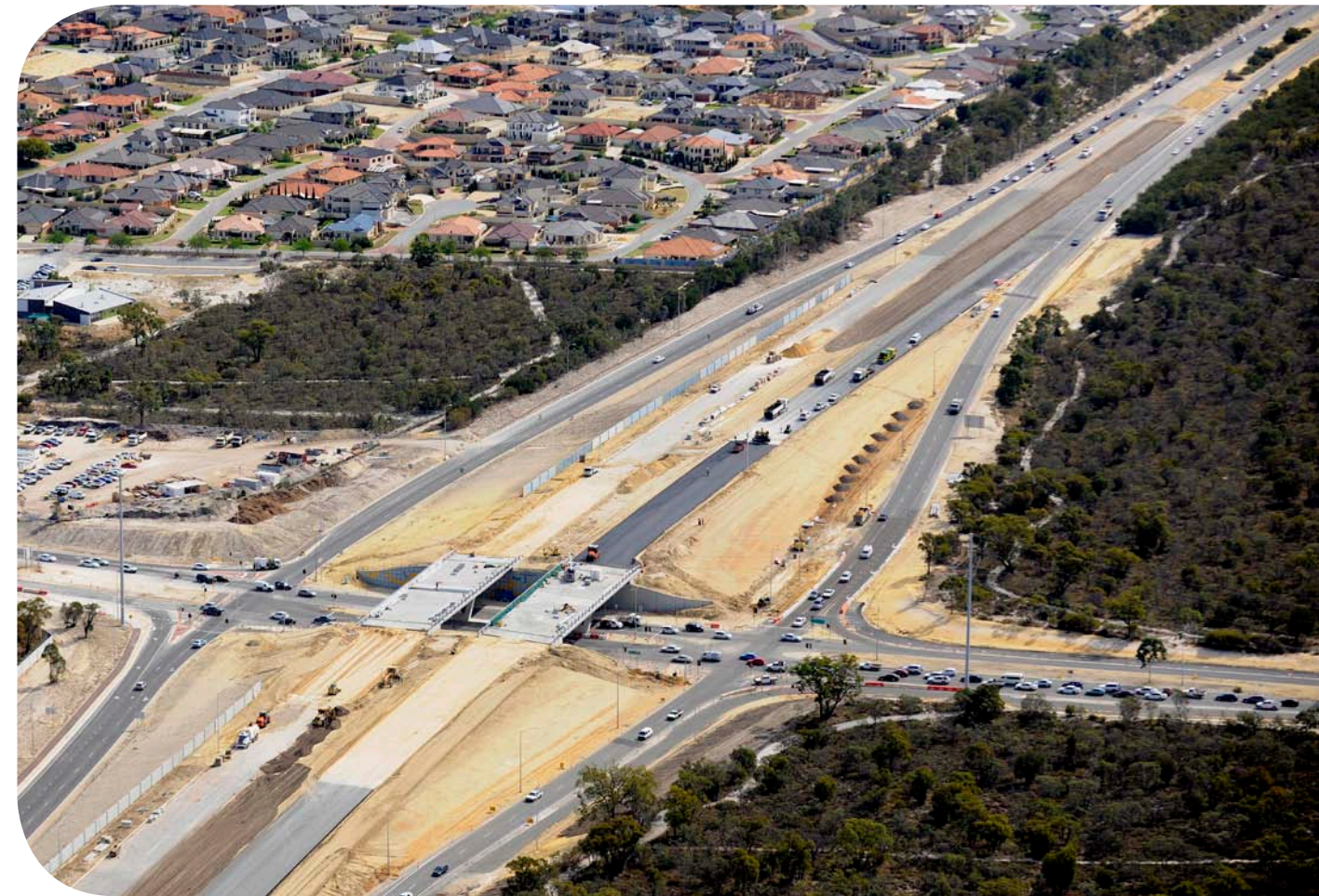
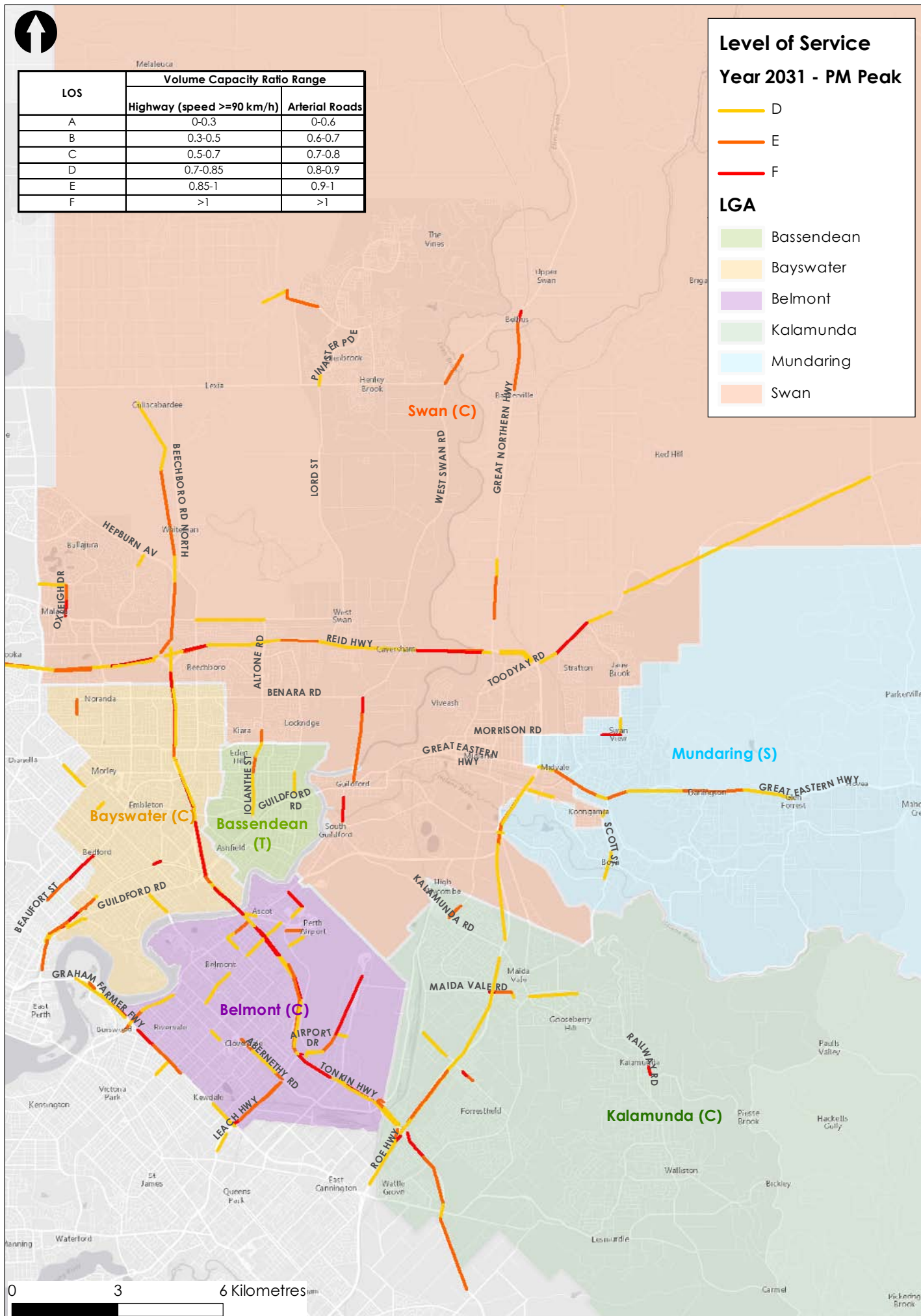
ROM modelling analysis has been undertaken for year 2031 using the LV plots with comparison to VCR plots.

The roads identified as theoretically experiencing congestion within the 2031 ROM modelling are:

Congested in 2031

1. Abernethy Road – south of Kalamunda Road
2. Airport Drive
3. Altone Road
4. Beaufort Street
5. Beechboro Road North
6. Berkshire Road
7. Bushmead Road
8. Clayton Street
9. Fautleroy Avenue
10. Great Eastern Highway
11. Great Northern Highway
12. Iolanthe Street
13. Leach Highway
14. Maida Vale Road
15. Morrison Road
16. Oxleigh Drive
17. Railway Road
18. Reid Highway
19. Roe Highway
20. Scott Street
21. Second Street – Airport
22. Stirling Crescent
23. Tonkin Highway
24. Toodyay Road
25. West Swan Road
26. Whatley Crescent





3.4 Summary

As noted, there are a number of road links that have been modelled to indicate likely congestion in the future (2021 & 2031). A number of these are on the local road network and, as such, can be provided to the member Councils for consideration and any necessary action.

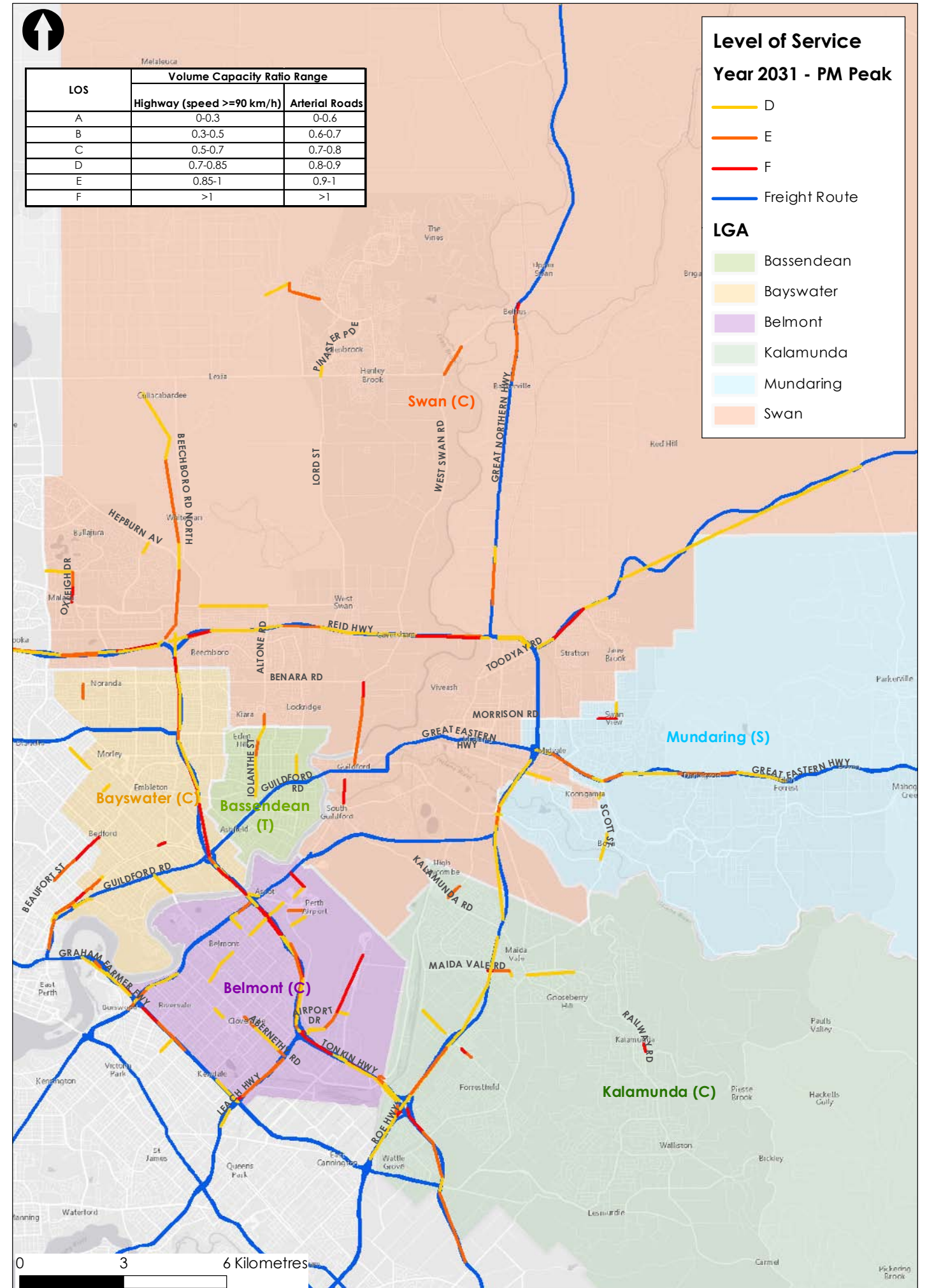
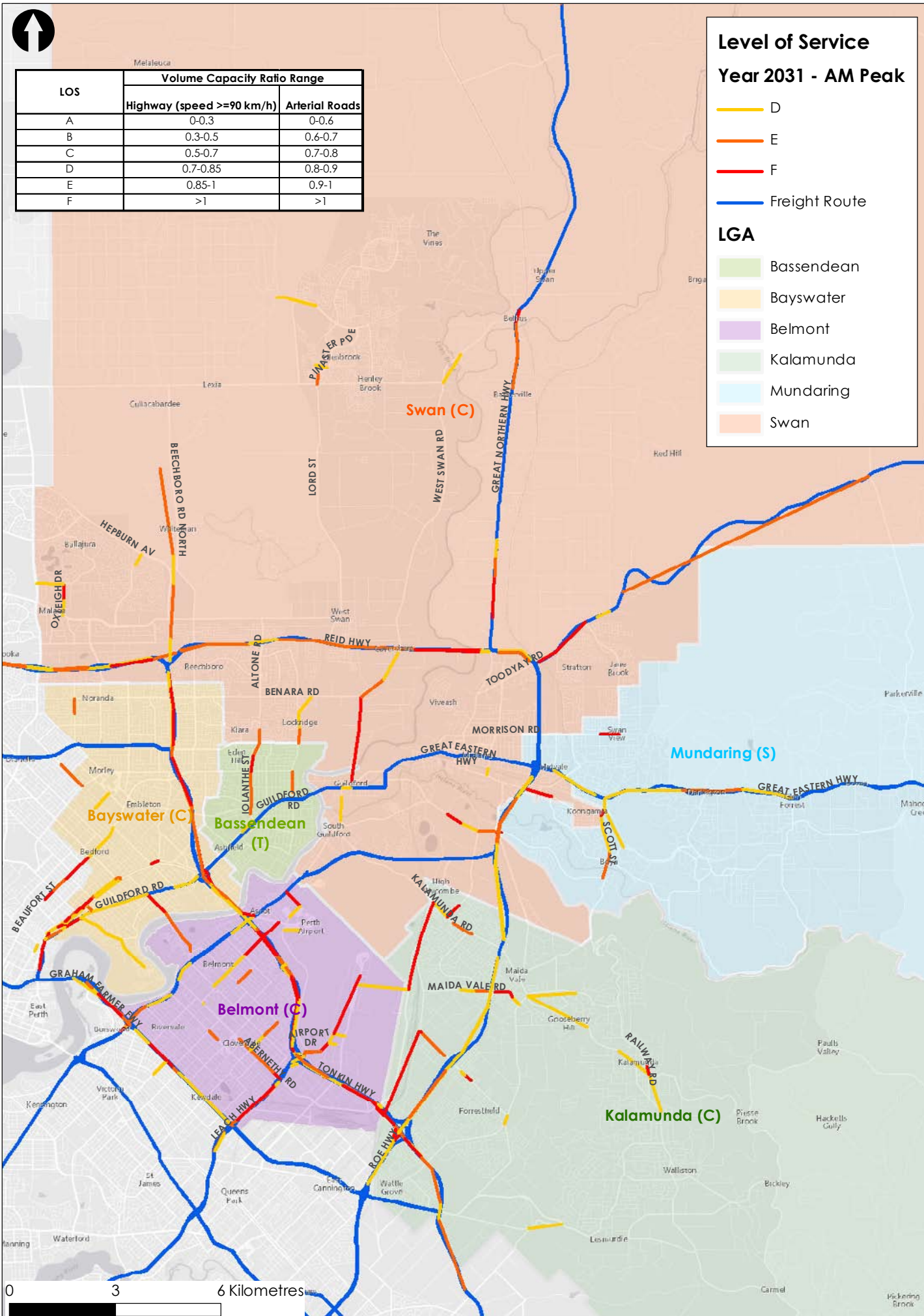
Key Roads / Intersections on the Freight Network

A number of the roads that are forecast to likely experience congestion in the future that will have an impact on the Freight network and as such, should be advocated by the EMRC for improvements, include:

- Graham Farmer Freeway;
- Great Eastern Highway;
- Great Northern Highway;
- Leach Highway;
- Reid Highway;
- Roe Highway;
- Tonkin Highway;
- Toodyay Road; and
- West Swan Road.

In addition to the roads with a poor level service, forecast to experience congested conditions, there are a number of roads, that by 2031, still have a good level of service (level of service A and B – green highlighted roads illustrated on the maps provided in Appendix B).

This presents an opportunity to assess these roads further, to establish if they can be downgraded providing more space for future cycle or pedestrian facilities (Road Diet). For example, it is noted that Benara Road within the Cities of Bayswater and Swan, Morrison Road within the City of Swan and Lord Street within the Town of Bassendean have four lanes for general traffic but, have a forecast Level of Service A or B in 2031.



National Approaches to Congestion and Behaviour Change

Further to the State and Local Strategy Analysis for WA, a national review has been undertaken assessing existing approaches to congestion management and Travel Behaviour Change in other states.

National approaches to congestion and behaviour change were reviewed and considered, as well as recommendations from member Councils. The priorities within the following lists were identified to be applicable to WA, and the approaches for each state are detailed in Appendix C.

National Approach to Congestion Management

- Greater use of technology such as autonomous vehicles, data sharing, customer apps and drones;
- Bus Priority program and extension of bus lanes and additional buses;
- Innovative schemes such as Ride Sharing;
- Smaller 'quick win's' such as localised widening and modifying and optimising traffic signals;
- Pinch Point program;
- Installing CCTV and VMS connected networks; and
- Clearways Program.



National approaches to congestion and behaviour change were reviewed and considered, as well as recommendations from member Councils.



National Approach to Freight Management

- Create 'smart' networks that support integrated 'Freight as a Service' offerings with a unified access and pricing framework, that reflects the quantity of service;
- Integrate transport and land use to separate freight and passenger traffic on major freight corridors and efficiently plan collection points in centres and at network interchanges;
- Protect freight corridors and facilities; and
- Traffic signalling to support freight movements.

Further the National Freight and Supply Chain Priorities report notes the requirement for a more integrated approach to freight management, recommending priorities such as:

- Streamlining route permit approval processes for heavy vehicles by local governments and associated regulations reducing the approval period to 24 hours;
- Implement market led solutions to road user charging for all heavy and light vehicles, with pricing linked to the level of road infrastructure investment;
- Review and map current and proposed future freight routes for all freight modes to include freight corridors, intermodal terminals, ports, airports and industrial areas to inform ongoing land use planning;
- Reserve and protect land along freight corridors including buffer/transition zones;
- Ensure all tiers of government integrate appropriate land use planning protections for existing freight related activities such as: preservation of industrial land, buffer zones around key freight hubs to allow 24 hour freight operations and protect sites for future freight purposes; and
- Local and State Government working together to develop coordinated urban freight plans.

National Approach to Travel Behaviour Change

- On-Demand Public Transport Trial;
- Expansion of cycling infrastructure;
- Cycle Hire Schemes and Trials; and
- 20-minute neighbourhood approaches.



Stakeholder Engagement

Two approaches to stakeholder engagement were undertaken including two stakeholder workshops, held at the EMRC administration offices:

- The first workshop focused around congestion, discussing the congestion mapping undertaken and congestion management strategies; and
- The second workshop focused around Travel Behaviour Change and what the EMRC could advocate for.

In addition to the two workshops, follow up meetings with Perth Airport, City of Kalamunda, Shire of Mundaring and the City of Swan were undertaken. The main issues discussed at the workshops and meetings are summarised below, with full details included as Appendix D.

The discussion during both workshops and the follow up local council meetings noted a number of localised congestion issues and Travel Behaviour Change approaches.

Congestion Issues

- The EMRC could investigate initiating a Regional Congestion Management group/committee.
- Urban growth and housing infill targets likely to result in localised congestion – such as Roland Road in the Shire of Mundaring and Farrall Road in the City of Swan;
- Kalamunda Road / Roe Highway interchange is likely to become congested due to local infill development;
- Great Eastern Highway / Lloyd Street intersection is likely to become congested due to local infill development;
- Welshpool Road East / Tonkin Highway is likely to become congested due to local infill development;
- Great Eastern Highway requires upgrading between Tonkin Highway and Great Eastern Highway Bypass and Roe Highway and Great Eastern Highway, Toodyay Road (formerly known as the Orange Route, now referred to as EastLink WA);
- Upgrade of Guildford Road Bridge to accommodate future Urban Growth corridor;
- State funding for the Tonkin Gap project has currently not been made available;
- Great Eastern Highway / Kalamunda Road intersection upgrade;
- Abernethy Road, Dundas Road, Berkshire Road and Kelvin Road all require upgrades;
- Due to urban growth in Helena Valley, Helena Valley Road requires upgrades;

- The location of the proposed Bellevue Station is likely to result in issues along Clayton Road, Miller Street and Scott Street caused by removal of road / rail crossings;
- Increase in traffic will likely see a requirement for Altone Road / Reid Highway and Marshall Road / Altone Road intersections to be upgraded; and
- Advocate for the removal of all railway level crossings to assist in reducing localised congestion.

Freight Management

- Freight Access Strategies and priority movement along key corridors;
- Greenmount Road experiences freight issues;
- Increase in freight and residential traffic mix within the Mundaring townsite; and
- Stock Road needs to link NorthLink WA to Great Northern Highway and to be a Red Road (Primary Regional Road) in the Metropolitan Region Scheme.

Travel Behaviour Change Approaches

- Identifying and reserving public transport priority corridors (which could be achieved through additional space or signal timing);
- Utilising technology and big data to educate the use of non car modes for short distance trips;
- Your Move schools and workplaces (ensuring sufficient non car modes are available);
- Your Move program for Forresterfield Train Station to reduce the amount of short distance (less than 2km trips by car to the station);
- Infrastructure to enable alternative modes of transport (walking, cycling and public transport) to support Your Move programs;
- Investigate a bike share scheme to connect key tourist destinations;
- Mandatory Travel Plans for all developments (reflective of the development location);
- Local government to be an avenue for State Government to trial future transport innovation;
- Assess improved pedestrian amenity through town centre areas such as Guildford Centre (James Street to Meadow Street) and around transit nodes, such as Bassendean and Belmont Train Stations;
- Improve pedestrian accessibility across strategic corridors; and
- More regionally focused cycle routes linking across the boundaries of the member Councils taking advantage of e-bike technology.

Perth Airport Congestion Modelling

Perth Airport have undertaken detailed modelling to the transport network immediately surrounding the Airport identifying possible infrastructure changes that may be required by 2025. The infrastructure changes identified include:

- Roe Highway – three lanes bidirectional between Tonkin Highway and Welshpool Road;
- Grade separated Roe Highway / Kalamunda Road interchange;
- Forrestfield-Airport Link associated network changes;
- Removal of the Brearley Avenue Link (Redcliffe Station);
- Great Eastern Highway – three lanes bidirectional between Tonkin Highway and Great Eastern Highway Bypass;
- Kalamunda Road – two lanes bidirectional between Great Eastern Highway Bypass and Abernethy Road;
- Upgrade of the Great Eastern Highway / Fauntleroy Avenue intersection; and
- Removal of Grogan Road connection as part of the New Runway projects.

The network performance analysis for the morning and evening peak periods indicates that there may be congestion in the Perth Airport Area, predominantly along Great Eastern Highway between Tonkin Highway and Kalamunda Road, and light congestion along Kalamunda Road between Roe Highway and Abernethy Road, and Roe Highway between Tonkin Highway and Kalamunda Road in the morning peak, as shown in Figure 5.1.

Heavy congestion is indicated in the area during the afternoon peak period, predominantly along Great Eastern Highway between Hardy Road and Fauntleroy Avenue, as well as along local roads in Redcliffe. Congestion has also been predicted along Tonkin Highway north of Leach Highway / Airport Drive. Some congestion is also predicted along Roe Highway between Tonkin Highway and Great Eastern Highway Bypass. The congestion map is included as Figure 5.2 on page 25.



Two approaches to stakeholder engagement were undertaken including two stakeholder workshops, held at the EMRC administration offices.

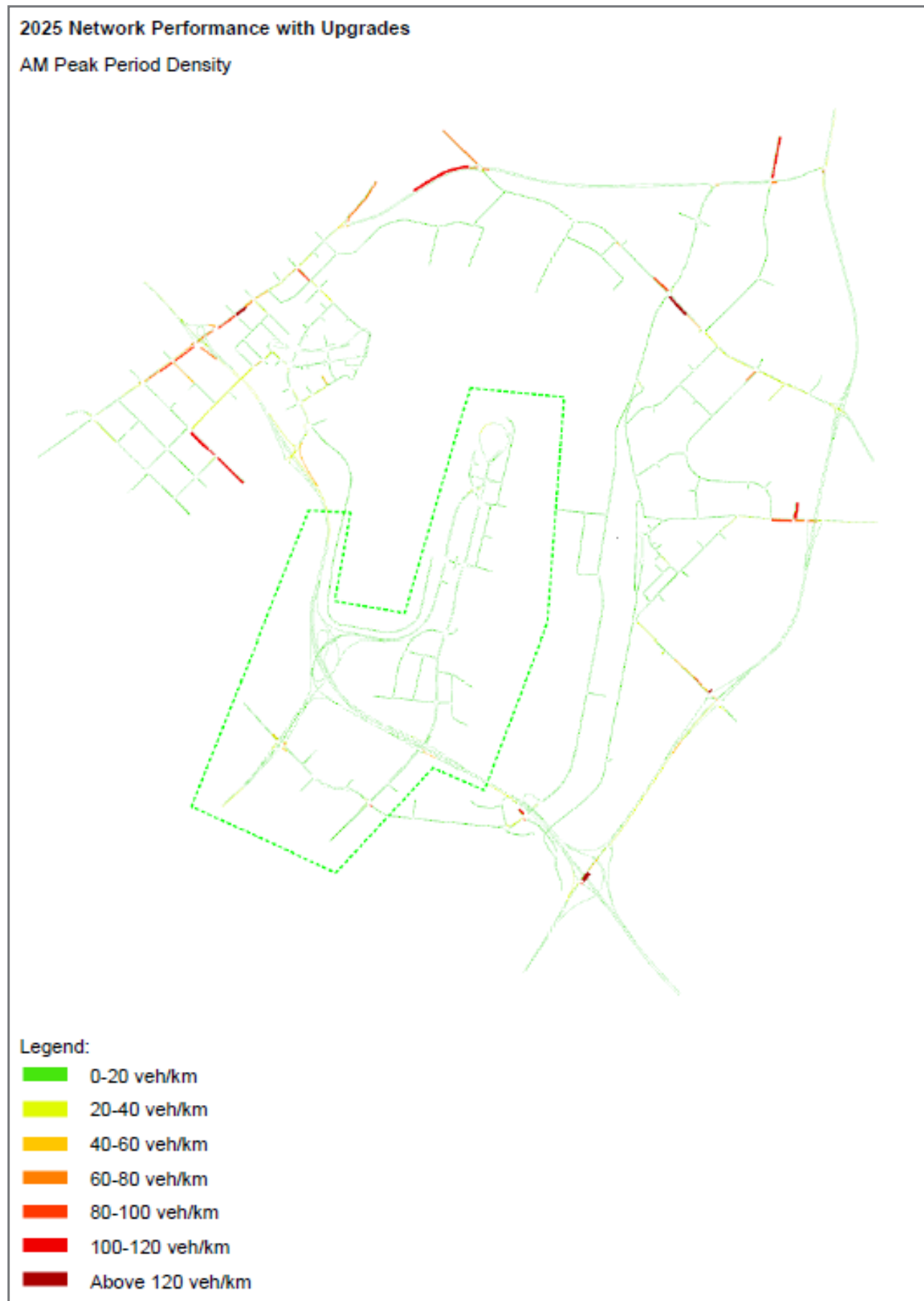


Figure 5.1: 2025 Network Performance with Upgrades – AM Peak Period Density

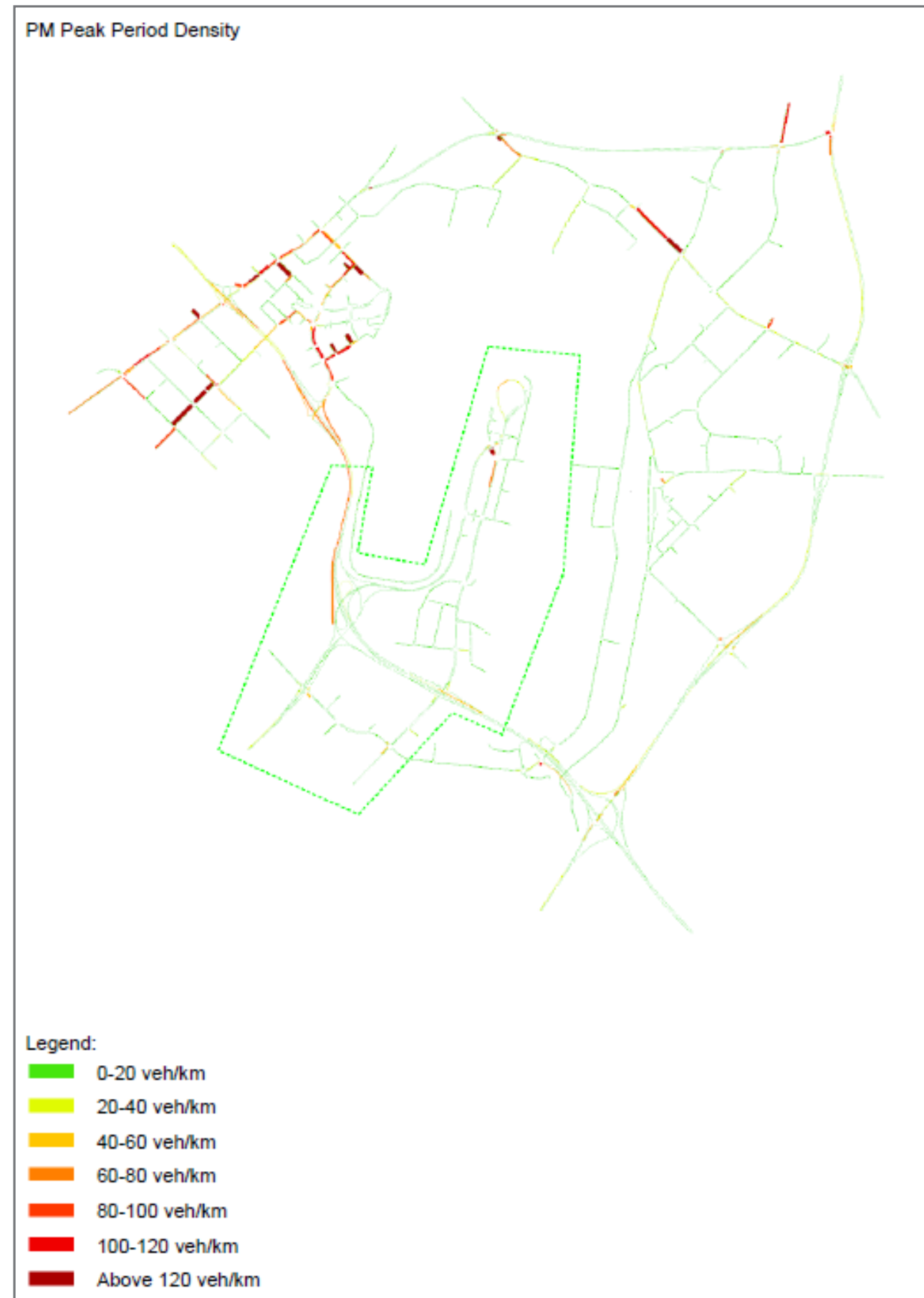


Figure 5.2: 2025 Network Performance with Upgrades – PM Peak Period Density

Summary and Recommendations

Congestion is and will be present on the road network within Perth's Eastern Region, with both strategic arterial roads and more localised distributor roads likely to suffer from an increased traffic demand due to urban infill and general population growth.

Congestion has a clear impact on the efficiency and operation of the freight industry, which, for the EMRC Region, plays a significant role in terms of gross regional product and employment. Indeed, consultation with the freight industry undertaken during the Inland Port study noted that road congestion and heavy vehicle access along with future road planning and design were key issues for the growth of business.

While congestion management and freight management initiatives are important and can be targeted at identified hotspots to alleviate congestion, longer term approaches to changing travel behaviours (both individual travel habits and wider freight industry operations) are required to create more capacity out of the existing constrained network.

This study has identified a number of recommendations for the EMRC to consider, addressing congestion, managing freight and reducing the number of short trips made on the road network in the private car.

Congestion Management Recommendations

Reference	Recommendation	Rationale	Desired Outcome
C1.	Regionally focused parking strategy	City of Swan suggested reviewing all parking strategies in member Councils to ensure they do not compete with each other and encourage short distance car trips. This could be achieved through the EMRC undertaking a review of all member Council parking policies and strategies and advocating to have the DoT Guidelines for Preparation of Integrated Transport Plans updated. Further, land use car parking ratios also need to be reviewed to ensure large format freight forwarding facilities do not provide an over supply of allocated parking.	Coordinated parking policy and strategy within the Eastern Region that reduces the number of short distance single car trips. Setting parking capacity lower than parking demand for the regions and accommodating the shortfall through cycling parking and public transport.

Reference	Recommendation	Rationale	Desired Outcome
C2.	Mandatory Travel Plans – regionally focused	Participants within the Travel Behaviour Change workshop noted Travel Plans that are specific to the region could be introduced as a mandatory requirement from development. Further clarification with the Planning and Development Act maybe required for each member Council.	Travel Behaviour Change for local businesses to encourage employees to travel by different modes.
C3.	The EMRC to work with member Councils to proactively advocate PTA for Access to Stations programs across all stations in the EMRC Region.	Identified within the Travel Behaviour Change workshop.	Reduce short distance car trips to train stations as well as increase the number of people using the train rather than driving.
C4.	The EMRC to advocate for a communication plan between State Government and Local Governments to let them know what work is being done and potentially encourage innovative trials.	Identified within the Travel Behaviour Change workshop where it was noted that DoT are assessing possible On-Demand Public Transport trials. Belmont noted their proximity to the Perth Airport and the Perth CBD and their existing bus network may mean Belmont would be a good location for any On-Demand Public Transport trials.	Allow LGAs to trial new innovative transport initiatives and assist in reducing car travel.
C5.	The EMRC to initiate a Regional Congestion Management group/committee.	Noted within the Congestion Management Workshop as a means of implementing this Action Plan.	Ensure key actions from this plan are advocated for and implemented.
C6.	The EMRC to work with PTA and member Councils to assess need for bus priority corridors.	Discussion with key stakeholders noted that PTA have a bus priority corridor program and would welcome discussion with LGAs for future corridor planning.	Improve public transport reliability thus reducing car trips.
C7.	A number of pedestrian and cycle access issues were noted within the workshops and consultation meetings. The EMRC to advocate for Local Governments investigating the feasibility to construct footpaths and crossing points along strategic roads, such as Kalamunda Road and Canning Road, corridor review as well as assess pedestrian and cycling issues within local town centres and on arterial roads.	Pedestrian and cycle access issues noted in workshops and consultation meetings. Town centres and busy roads that do not have traffic signals to assist pedestrians crossing the road can lead to short distance car trips. This was noted by the City of Kalamunda, highlighting Canning Road and Kalamunda Road.	Local Governments to assist in reducing short distance car trips.

Reference	Recommendation	Rationale	Desired Outcome
C8.	The EMRC to further investigate the roads modelled to have a good forecast level of service (A or B) and assess the possibility of road downgrades, reducing the number of traffic lanes and improving the cycling and/or walking infrastructure.	Identified within Congestion Mapping, with some roads discussed during stakeholder consultation.	Improved cycle and pedestrian provision could increase the mode share and reduce the number of short to medium distance car trips undertaken.
C9.	The EMRC to advocate for bus priority corridors to be reassessed post planning for @3.5m. Due to the increase in residential density in the Mundaring, Parkerville and Stoneville townsites, the Shire of Mundaring would like to see an increase in public transport frequency along Great Eastern Highway.	Consultation meeting with the Shire of Mundaring noted a need for improved public transport reliability.	In conjunction with Recommendation C6 above, improve public transport reliability reducing car trips.
C10.	The EMRC and member Councils (City of Swan and Shire of Mundaring) to work with the PTA to plan an improved bus and active travel network for access to Bellevue station.	Consultation meeting with the City and the Shire noted uncertainty around planned bus networks for the new station.	Reduce short distance car trips and park and ride demand for this end of line station.
C11.	Assist Local Governments to embrace technology, such as shuttle bus services (possible driverless buses or on demand services) by advocating with State Government and local industry. This could be trialled for the Swan Valley and Guildford areas as well as Kalamunda town centre and Bickley-Carmel areas.	Consultation meeting with the cities of Swan and Kalamunda noted a need to embrace technology within planning for the future.	Reduce short distance car trips and improve the 'appeal' of public transport to those that maybe sceptical.
C12.	The EMRC to work with its member Councils to establish a list of priority roads and intersections to determine a 'Quick Win's' program. This may include localised widening and modifying traffic signals, such as the local intersections forecast to become congested by local infill development as listed in section 5 including roads that may not be on the MRWA network but are forecast to be congested, such as Abernethy Road, Dundas Road, Berkshire Road, Welshpool Road and Abernethy Road.	Noted in review of congestion management practices by other State Governments to aid congestion management – possible focused around freight hubs/corridors. Also noted in the stakeholder consultation meetings with the individual member Councils.	A regional focus on Quick Wins would assist in reducing congestion and improving efficiency of localised freight movements. This would also compliment the proposed Pinch Point Program (Recommendation C13).

Reference	Recommendation	Rationale	Desired Outcome
C13.	The EMRC to work with member Councils and State Government to identify a Pinch Point program along the Freight and public transport corridors.	Noted in review of congestion management practices by other State Governments to aid congestion and freight management.	Reduced localised congestion and improve freight management. This could work in coordination with recommendation C12 – Quick Wins.
C14.	The EMRC to work with State Government to assess the feasibility of installing CCTV and VMS connected networks.	Noted in review of congestion management practices by other State Governments to aid congestion management and be responsive to road network issues.	Reduce congestion of key corridors (both public transport and freight corridors).
C15.	The EMRC to work with its member Councils assessing a potential Clearways Program that cross boundaries improving regional travel.	Noted in review of congestion management practices by other State Governments to aid congestion management. Also noted within Congestion Management Workshop.	A regional focus on Clearways would assist in reducing congestion and improving efficiency of freight movements. This would also compliment the proposed Pinch Point Program (Recommendation C13).
C16	The EMRC to work closely with state government to identify key level crossing locations to be removed. Example being level crossings within the City of Bayswater.	City of Bayswater noted a desire for all railway level crossings to be removed to assist in improving localised congestion around these areas.	Improvements to localised congestion around level crossing areas, reducing the need for rat running traffic.



Freight Management Recommendations

Reference	Recommendation	Rationale	Desired Outcome
F1.	The EMRC to advocate for grade separation of intersections along the full length of Tonkin Highway, Roe Highway, Reid Highway, Welshpool Road East, Great Eastern Highway & Great Eastern Highway Bypass and the Perth Adelaide National Highway (EastLink WA).	Noted within the Congestion Management Workshop. Further, the Inland Port project and the EMRC City Deals project both identify a number of these corridors as requiring improvements.	Improves Freight Management and operational efficiency.
F2.	Advocate for State Government funding to be allocated to the Tonkin Gap project.	Identified within Congestion Mapping, Perth Airport modelling and Inland Port Study.	Improves Freight Management and operational efficiency.
F3.	Advocate for funding to be allocated to the Great Eastern Highway Bypass / Kalamunda Road grade separation project.	The Perth Airport noted the demand likely for this due to forecast development within the local area.	Improves Freight Management and operational efficiency and reduces localised congestion.
F4.	The EMRC to continue advocating for the Perth Adelaide National Highway (EastLink WA) proposed upgrades within the Shire of Mundaring.	The Shire of Mundaring is experiencing an increase in freight traffic. This is due to an increase in residential growth in the town centre with the local residential trips having an impact on freight movements.	Improves Freight Management and operational efficiency and reduces localised congestion.
F5.	The EMRC to assess the feasibility and location for a Freight Priority Corridor trial.	This requires freight trucks to be connected to traffic signals. Sydney is currently trialling this.	Improves Freight Management and operational efficiency.
F6.	The EMRC to assess the feasibility of creating 'smart' networks that support integrated 'Freight as a Service' offerings with a unified access and pricing framework, that reflects the quantity of service.	Noted in review of freight management practices by other State Governments to aid freight management and operational efficiency.	Improves Freight Management and operational efficiency.
F7.	The EMRC to work with member Councils and State Government to assess the feasibility of separating freight and passenger traffic on major freight corridors and efficiently planning collection points in centres and at network interchanges.	Noted in review of freight management practices by other State Governments to aid freight management and operational efficiency.	Improves Freight Management and operational efficiency.
F8.	The EMRC to work with State Government to protect freight road and rail corridors and facilities from incompatible urban encroachment and noise sensitive development.	Noted in review of freight management practices by other State Governments to aid freight management and operational efficiency and within the Inland Port Study.	Improves Freight Management and operational efficiency.

Travel Behaviour Change Recommendations

Reference	Recommendation	Rationale	Desired Outcome
T1.	The EMRC to work with the City of Swan and State Government to advocate for a Midland Town Centre Your Move program.	Noted during the consultation meeting with the City of Swan.	Encourage the use of non car modes for short distance trips to and from the Midland Town Centre as well as working toward creating a more walkable town centre.
T2.	The EMRC to work with the City of Kalamunda and State Government to advocate for a Forrestfield Station Your Move program, working collaboratively with an Access to Station program.	Noted during the Travel Behaviour Change Workshop to assist in reducing reliance on the car to travel to the station for short trips.	Encourage the use of non car modes for short distance trips to and from the station.
T3.	The EMRC to work with the City of Bayswater and State Government to advocate for a Bayswater Station Your Move program.	Noted during the Travel Behaviour Change workshop to assist in reducing reliance on the car to travel to the station for short trips.	Encourage the use of non car modes for short distance trips to and from the station.
T4.	The EMRC to assess the feasibility of undertaking a Regional Bike Plan with a focus on tourism and electronic bikes (e-bikes) for longer commuting.	Noted during the Travel Behaviour Change workshop assessing cross boundary routes that could be e-bike corridors attracting longer distance riding through the area as well as being a tourism attraction (noting e-bikes assist with the topography indicative of the eastern area).	Encourage the use of improved electric bike technology allowing for longer distance cycle commutes – an e-bike highway.
T5.	The EMRC to work with member Councils to identify existing gaps in the local cycle network to access industrial areas.	During the Inland Port project consultation with industry, specific feedback noted pertained to the 'gaps' in the cycle network to allow employees to cycle to work.	One business in particular outlined that they have a number of employees that cycle most of the year and some that are seasonal. Identifying gaps in cycle infrastructure for industrial areas can achieve targeted mode shifts.
T6.	The EMRC to work with DoT to identify and encourage other schools and work places to sign up to the Your Move program (starting with each Local Government).	Noted during the Travel Behaviour Change workshop.	Encourage the use of non car modes to travel to and from the identified activity areas.
T7.	Connecting key destinations and public transport nodes through the Eastern Region by bicycle. A potential route has been identified linking EastLink WA Principal Shared Path, with the old railway corridors connecting across boundaries. This will connect EastLink, Swan Valley and Whiteman Park to the NorthLink Principal Shared Path.	Noted during the consultation meeting with the City of Swan, Relating to Recommendation T4, this could be an ebike corridor through the Swan Valley and hills area and would aid promotion of transport mode change.	Encourage the use of improved electric bike technology allowing for longer distance cycle commutes.

Reference	Recommendation	Rationale	Desired Outcome
T8.	The EMRC to assist the City of Swan to assess feasibility and advocate State Government to consider a bike share scheme linking Whiteman Park, Swan Valley, and new Ellenbrook train line stations (Brabham, Guildford and Malaga).	Noted during the consultation meeting with the City of Swan.	Encourage the use of cycling for short distances to and from the new stations.
T9.	The EMRC to liaise with PTA to study the feasibility and likely effect of altering the existing T11. PTA zonal system.	Assessing the zonal system to encourage those living further out (within the cities of Swan and Kalamunda or Shire of Mundaring) to use public transport. An example of this may be assessing the feasibility of reducing the number of zones, or, reversing the zonal system to make it cheaper to use public transport for people who live further out from the CBD etc.	Encouraging the use of public transport for longer journeys, hence reducing the number of vehicles on the road.
T10.	The EMRC to liaise with PTA to assess existing public transport options for accessing industrial areas earlier than current services. This may be a gap in the bus service to be filled via On- Demand Transit.	During the Inland Port project consultation with industry, specific feedback noted the public transport operational times do not start early enough for some businesses within industrial areas to support employees with limited personnel travel opportunity (such as apprentices).	Encouraging the use of public transport to access industrial areas, thus reducing the number of vehicles travelling on the road or requiring parking within these areas.
T11.	The EMRC to work with member Councils to assess feasibility of a pilot 20-minute neighbourhood, where local residents have the the ability to meet most of their everyday needs within a 20-minute walk, cycle or bus trip from their homes.	Noted in review of congestion management practices by other State Governments. The 20-minute neighbourhood concept concerns creating walkable, healthy, cohesive, sustainable communities with strong local economies, while reducing the need to travel.	Reduce the number of local short to medium distance trips by the private car.



Appendix A: Review of Existing Strategies

Research and review of existing State and Local Government strategies and policies has been undertaken to gain an understanding of what each member Council and key stakeholders to Perth's Eastern Region are doing to identify and respond to congestion as well as Travel Behaviour Change.

State Government Strategic Approach

Perth Transport Plan for a population of 3.5 million

(Note that while this plan has now been superseded by METRONET, a review was undertaken for context to this study)

The Western Australian Planning Commission (WAPC) released the draft *Perth and Peel @ 3.5million Strategic Land Use Plan (2016)* and associated spatial frameworks, which project a population of 3.5 million people in Perth and Peel by the year 2050. As such, the *Transport @ 3.5million Strategic Plan* was prepared to respond to the transport need associated with this growth.

Transport @ 3.5million provides a strategic vision for the growth of Perth with consideration to existing network conditions and creating a transport network that supports the competing needs of the Perth community.

Transport @ 3.5million has as core focus areas, analysis of the future Road Network, Public Transport, Freight and Travel Demand Management demands.

Road Network Plan

The Road Network Plan covers the higher order road network. This includes freeways, the road freight network, the arterial network, proposed new river crossings, and access to and through the Perth CBD. The Plan also includes the provision of on-road public transport priority.

Overall, the Plan aims to achieve the following objectives:

- Improved efficiency / productivity of the road network;
- Improved road safety;
- Improved transport integration;
- Improved amenity;
- Improved sustainability; and
- Improved network resilience.

Further to this, the Plan is structured with the following initiatives:

- Expand the freeway network to service increasing demand in the outer metropolitan sub regions;
- Expand strategic road freight network to improve connection between the city's industrial areas, ports and regional WA and interstate destinations;
- Additional river crossings over the Swan and Canning to alleviate congestion on existing crossings;
- Upgrade the arterial road network to accommodate future demand, which will include grade separations at major intersections and road widening;
- Develop a network of on-road public transport corridors with a range of Bus Priority measures; and
- Network performance improvements (opportunities for grade separation at various high-volume intersections).

Public Transport Plan

The Plan details the proposed enhancements to the public transport system that will be required to support the population milestones of 2.7 million, 3.5 million, and beyond 3.5 million people.

The Plan proposes specific projects for the short, medium and long-terms that are specific to the EMRC Region and intended to deliver mode shift, including:

- Extensions to the Midland heavy rail line;
- A new heavy rail through the North East corridor;
- Forrestfield-Airport Link;
- Train station parking (Guildford Station); and
- Ellenbrook Bus Rapid Transit (BRT) – Stage one (now abandoned by METRONET).

The Plan notes that further work is required (beyond the release of the plan) to confirm the viability and functionality of the proposed network and further priorities investment.

Perth Freight Transport Network Plan

The Plan highlights how the provision of a clear strategic direction for the management of freight is needed in Perth and WA. The Plan suggests that as the pressure on road transport infrastructure and congestion increases from increasing freight demand and distances involved in distribution, a greater balance between road and rail for the movement of freight is needed.

The Plan identifies that rail, traditionally used for long-haul trips, could be a viable alternative to road transport for short-haul trips also as it would reduce road congestion, improve amenity and enhance safety.

The Plan addresses Perth's principal road freight network development priorities over the next two decades and beyond. Specifically, in relation to Perth's Eastern Region, the plan notes:

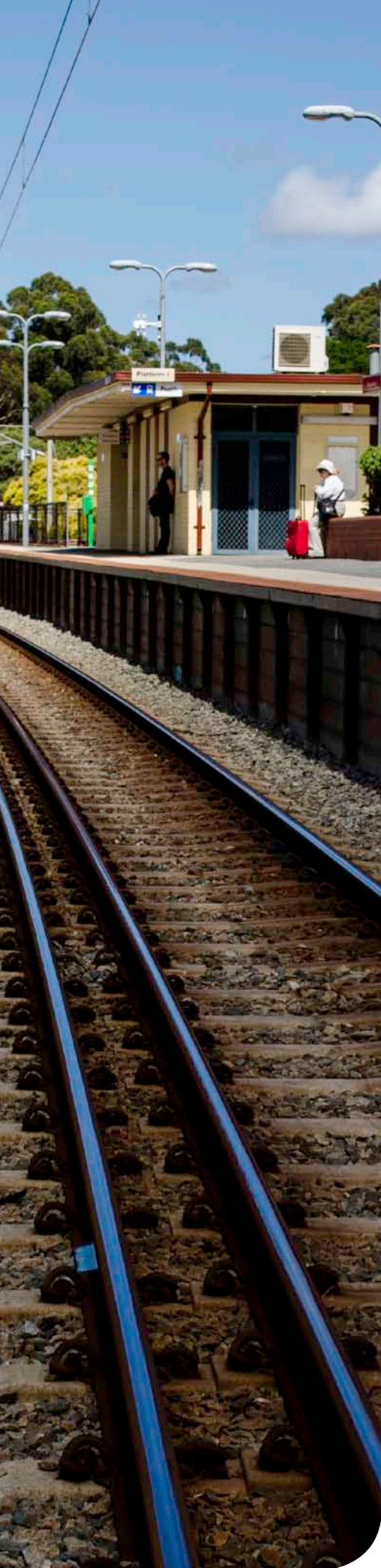
- Whiteman – Yanchep Highway (new North-South corridor); and
- Upgraded east-west routes (Neaves Road).

The plan also highlights the following immediate infrastructure investment priorities:

- Gateway WA Perth Airport and Freight access project (completed);
- Roe 8 Extension (now abandoned by METRONET);
- NorthLink WA (consisting of the construction of the Perth Darwin National Highway between the junction of Reid Highway and Tonkin Highway at Malaga and junction of Great Northern Highway and Brand Highway at Muchea); and
- Tonkin Highway Grade Separation Program including new interchanges at Benara Road, Morley Drive and Collier Road.

In addition to the above, the Plan specifically highlights South Bullsbrook as a proposed site for a major intermodal terminal development in the longer term. The reasons for this location being beneficial were noted due to: the site being well situated near existing freight rail line, the existing Great Northern Highway, other major local transport networks, and the new Perth Darwin National Highway (NorthLink WA). Further to this, the Plan notes that planning investigations will gauge the potential for strategic relationships between the South Bullsbrook site and other industrial lands within the greater area, including Pinjarra, Neerabup and North Ellenbrook, which were noted as having the potential to act as collection and distribution points for the proposed intermodal terminal.

No timeframes were provided on the above however, this will need to be a major consideration for the future planning of the EMRC Region.





Travel Demand Management Plan

The Plan identifies six key travel demand management measures and initiatives designed to facilitate the future growth of Perth sustainably. The initiatives are intended to reduce the need to develop expensive infrastructure upgrades, identify solutions where there is limited capacity for network expansion and ultimately improve the efficiency and reliability of transport systems by managing demand and supply. The initiatives are:

Travel Plans for new developments: Aims to establish travel plans for new developments, large organisations or precincts that will be effective in changing transport choices.

Travel Behaviour Change programs: Intends to change perceptions or attitudes to alternative transport options in order to decrease overall travel demand, decrease usage of private vehicles, increase active transport and optimise the use of transport infrastructure and services. The programs will target households, workplaces and schools within specific regions (i.e. major activity centres) of Perth and Peel.

Walking and cycling infrastructure: Advocates for the provision of improved walking and cycling infrastructure, with a focus on network expansion, mode separation and end-of-trip facilities, to encourage mode shift and improve efficiency and safety.

Parking strategies: Aims for parking facilities to be used more efficiently. Measures proposed include parking charges, levies and limits to supply (caps) to discourage the use of private vehicles.

Public transport time of day pricing: Proposes to introduce a pricing scheme with fare differentials between peak periods of travel and off-peak (i.e. higher prices during peak periods) with the intention of shifting public transport users' patterns.

Road use pricing reform: Proposes to develop cost reflective road pricing that varies by time, distance, location and vehicle. The reforms would eliminate other road user taxes and charges while charging individual levels of road use more directly. Road use pricing would be designed to mitigate congestion and meet social equity objectives.

The Plan includes a section on travel demand management and freight. As such, the Plan notes the following strategies that could be implemented to improve freight transport efficiencies:

- Improving scheduling and routing to reduce vehicle travel and empty container haulage;
- Adopting innovative technologies;
- Organising regional delivery systems so fewer vehicle trips are needed to distribute goods;
- Using smaller vehicles for urban distributions;
- Changing freight supply chain operating hours, including delivery time, to reduce congestion driving peak periods; and
- Establishing pricing and taxation policies to encourage efficient freight transport.

The Plan discusses the above initiatives in the context of the Perth and Peel Region broadly and although the above initiatives are applicable to Perth's Eastern Region, the area is not specifically mentioned.

METRONET, 2018

METRONET provides a long-term strategic plan for infrastructure improvement to connect Perth suburbs and reduce road congestion. METRONET projects specifically relevant to the EMRC are listed below. These are consistent with the projects noted previously as part of the *Transport @ 3.5million Plan*.

Forrestfield-Airport Link

- By 2021 the Forrestfield-Airport Link is expected to generate 20,000 passenger trips every day – increasing to 29,000 daily by 2031.
- Three new stations at Redcliffe, Airport Central and Forrestfield.

Morley to Ellenbrook Rail Line

- Development of a comprehensive business case to achieve the best outcomes for Ellenbrook and the wider Swan Urban Growth Corridor. One option being considered is a 21km spur line from the existing Midland Line just east of Bayswater Station to connect communities in Morley, Noranda, Malaga, Bennett Springs, Whiteman Park and Ellenbrook. Details on the construction method and timeframe will be developed and confirmed during the planning phase.

Midland Rail Station Project

- Planning is underway to relocate Midland Station, including its bus interchange and parking facilities, to Cale Street (500m east of its current location). The proposed new station will include a bus interchange, station parking, cycle parking and a shared path to provide access to the Midland town centre, hospital precinct and Curtin University Medical School.
- Planning is being undertaken to identify the potential location, alignment and extent of a Midland Line Extension to a future new station at Bellevue, approximately two kilometres from the relocated Midland station.
- Level crossing removal on the Midland railway line.²

Local Government Strategic Context – Town of Bassendean

Town of Bassendean Local Bike Plan 2012

The vision of the Local Bike Plan is to promote, encourage and facilitate the greater use of cycling as a mode of transport in the Town of Bassendean.³

Specifically, the Local Bike Plan aims to:

- Provide a coordinated approach to implement a high-quality and connected bicycle network;
- Plan for maintaining and safeguarding the existing and future bicycle network;
- Integrate cycling network development with other developments and projects;
- Guide professionals implementing the projects identified in the Local Bike Plan; and
- Encourage and promote cycling as a legitimate transport mode.

However, no data is available to measure the progress of the Bike Plan to date.

Network Considerations

The Town of Bassendean Local Planning Scheme (updated 2008) identifies the following key network considerations:

- The improved accessibility of road and rail links into the west end of Old Perth Road will have a marked impact upon traffic flow and car parking in this area of the town centre;
- Guildford Road represents the major traffic thoroughfare;
- Morley Drive at the northern town boundary also performs a primary distributor road function; and
- To promote Collier Road as the “central spine” to the Bassendean Industrial Area, both in terms of its traffic function and its commercial exposure and presentation potential.⁴

It is noted that the above network considerations are more than 10 years old, therefore further investigation is required to determine if these are still relevant.

Behaviour Change Existing Initiatives

Safe Active Streets

The Town of Bassendean and Department of Transport have partnered to develop the Whitfield Street Safe Active Street Project. The Whitfield Street corridor is a key local connection that runs north to south through the southern half of the Town. This is now in detailed design stage.

Town of Bassendean Local Planning Strategy

The Local Planning Strategy for Bassendean (2008) notes the vision for Transit Orientated Developments noting Bassendean is well serviced with three railway stations equally spaced along a single central railway network, with each station coinciding with an activity area.

This can be achieved through identifying a walkable catchment for each train station and maximising the possible density for this catchment accordingly. In addition, identifying the need and type of housing stock to make this attractive living and providing appropriate services and amenities.

The main objective being; to confine the majority of Bassendean's population growth and housing redevelopment by targeting walkable catchments around the three railway stations, and thereby: improve the vibrancy of the adjoining activity areas; facilitate improved public use and amenity of the railway; and protect the character of other housing areas.

² <http://www.metronet.wa.gov.au/projects>, visited 7/3/18

³ Town of Bassendean Local Bike Plan, 2012

⁴ Town of Bassendean Local Planning Scheme, 2008

Local Government Strategic Context – City of Bayswater

City of Bayswater – Strategic Community Plan 2013 – 2023

The purpose of the Strategic Community Plan is to link the community's aspirations with the City's vision and long-term strategy. However, there is minimal information related to transport or congestion management initiatives.

Morley Activity Centre Structure Plan

Transport Report

The Transport Report describes the transport environment for the ultimate development of the Morley City Centre. The plan aims for effective transition from its current urban form to a dense mixed used development. The report produces a study about the current scenario with respect to the various modes of transport that are used to commute within the City Centre.

Car Parking Management Plan

The key objective of the Car Parking Management Plan for the Morley Activity Centre is to coordinate the transition of the existing parking scenario in each of the five precincts within the centre, to an ultimate parking scenario that supports a medium / high intensity, mixed use urban centre that is serviced by both private vehicles and enhanced alternative transportation modes including public transport, cycling and walking.

This Plan is comprised of two parts:

Part A – Integrated Parking Strategies. These propose a suite of integrated policy objectives and strategies for car parking and alternative transport modes that will support a medium/high density use urban centre served by both private vehicles and enhanced alternative transportation modes; public transport, cycling and walking. They will enable the City to determine the optimum quantity and most appropriate management strategies for parking in the Morley Activity Centre.

Part B – Precinct Parking Management Plans. These apply the overall parking strategies from Part A into each of the five precincts. The Appendices after Part B focus on four specific issues:

- Parking control and management plan to be prepared by developers;
- Cost of provision of parking;
- Parking needs assessment; and
- Criteria for a manager of parking in the City.

Bayswater Town Centre Structure Plan

The City has prepared a Structure Plan for the Bayswater Town Centre to provide a framework for the future development and revitalisation of the town centre. The Structure Plan aims at facilitating and promoting the use of public transport as a viable alternative to private vehicles. The Structure Plan also aims to encourage alternative modes of transport through the principles of Travel Demand Management.

Movement and Connectivity

The aims for improved movement and connectivity include:

- To provide convenient connections between trip generators/attractors.
- To enhance the north-south connectivity and legibility of the Town Centre.
- To facilitate through-site connections that provide a public benefit.
- To create a modal hierarchy of movement that prioritises pedestrians, cyclists and public transport over private car use.
- To create pedestrian and cycling friendly streets.
- To decrease the traffic congestion, the City of Bayswater aim to create a traffic management strategy for the Bayswater Town Centre.

Behaviour Change Existing Initiatives

Safe Active Streets

The City of Bayswater has partnered with the Department of Transport to establish a bike boulevard between Bayswater and the Morley Town Centre. The project is part of the pilot Safe Active Streets Program being implemented across Perth.

- Stage 1 – Leake Street and May Street (officially opened in September 2017)
- Stage 2 – Edward Street and Catherine Street (not approved by Council at its Meeting of 17 April 2018)

Bayswater Station Survey

A baseline Travel Demand Management Survey was undertaken by the Department of Transport around Bayswater Station and the Bayswater Town Centre. The study aimed to identify travel behaviour of people in schools, local businesses and households, and looked at how students and employees within the study area travelled to and from school or work and the purpose of and where residents travelled to and from.

Local Bike Plan

The Bike Plan aims to ensure that the needs of differing cycle user groups are taken into account, through a range of proposals designed to create an interconnected and accessible cycling network. The Plan sets out to develop a comprehensive network by improving and extending the existing cycle network at a local level and promote, encourage and facilitate the greater use of cycling as a mode of transport. A programme will be developed to create a comfortable and enjoyable cycling experience for all ages of cyclists and confidence levels.

In addition to this, Bayswater have provided additional comments, noting greater emphasis is required in bicycle use as a future mode of accommodating a large number of traffic movements in this regard. DoT should be included in all future discussions as part their 'Long Term Cycling Network Project' (LTCNP).

Final report comments

The City noted that Wellington Road and Walter Road East experience levels of localised congestion outside of the traditional commuter peak periods – largely at weekends. They also noted a desire for the removal of all existing railway level crossings within the City.

Local Government Strategic Context – City of Belmont

Belmont on the Move, March 2017

*Belmont on the Move Integrated Movement Network Strategy*⁵ sets out a framework for how the City will plan the transport initiatives within the City of Belmont for the next 10 years. The Plan considers future freight requirements and also provides details on how sustainable modes of transport can be integrated into the overall network. The Plan provides a list of short, medium and long term implementation measures.

In regard to congestion, the Plan notes that the major congestion 'hotspots' are not within the internal street network but rather at entrance points to regional roads or around schools (during peak pick-up and drop-off times).

Congestion Management

The City of Belmont is developing a Corridor Plan for Great Eastern Highway aimed to deal with the following matters:

- Land use and built form opportunities;
- Considerations regarding interface with adjacent properties; and
- Access arrangement for new development along Great Eastern Highway.

Although the plan does not seek to specifically address congestion and freight movements, Great Eastern Highway is a major consideration with the movement of freight and vehicles within Perth's Eastern Region. Therefore, any strategic plans impacting the Great Eastern Highway should be considered with respect to Perth's Eastern Region as a whole.

Behaviour Change

The City of Belmont has a Travelsmart Plan 2012 – 2018 aimed at using behaviour change opportunities to reduce congestion.

Sustainable transport initiatives are further supported by the State Government, which is rolling out the best practice 'Safe Active Streets Program'. As highlighted above, the Safe Active Streets program is being undertaken in a number of locations within the EMRC. There is an opportunity to create strategic networks across local government boundaries within the EMRC to increase local benefits.

The City is also currently underway with the development of a Sustainable Transport Strategy combining a new bike and walk plan with a review of public transport and Travel Behaviour Change.

⁵ Belmont on the Move, Integrated Movement Network Strategy, 2017





Local Government Strategic Context – City of Kalamunda

Kalamunda Bicycle Plan 2017

The Kalamunda Bicycle Plan has been adopted by Council - one of the key aspects of the vision for the City is to be “easily accessible to and from Perth City, and around the City” – the Bicycle Plan supports this vision by setting out a clear way forward for investment in the active transport network.⁶

Network Considerations

The below traffic conditions were noted in the Kalamunda Bicycle Plan.

- Traffic congestion (intersection of Haynes Street / Canning Road); and
- Congestion of traffic on Railway Road between Mead Street and Haynes Street.

Congestion Management Initiatives

The intersection of Roe Highway and Kalamunda Road is being upgraded as is Abernethy Road to reduce congestion, address safety concerns and improve freight efficiency. Main Roads WA is the lead agency for this work.

Forrestfield Station Precinct – Development Application Planning Report

In 2016 the planning report was prepared by the Public Transport Authority (PTA) to support development application in relation to the Forrestfield-Airport Link.

The Project has the following four primary objectives:

- Promote new and existing centres including Belmont and Forrestfield that result in employment, residential and economic growth for the airport and surrounding areas;
- Provide a quick and efficient connection between the CBD and Perth Airport and promote onward connections to strategic centres and the general transport network;
- Reduce car dependency and improve the public transport network, relieving traffic congestion and therefore improving productivity and available capacity of the road network; and
- Minimise the impact of the airport as a physical divide and improve social equity and quality of life for Perth’s community.

Local Government Strategic Context – Shire of Mundaring

Relevant Strategies

Shire of Mundaring Local Planning Strategy Background Document 2012

The most recent strategy of note is the Shire of Mundaring Local Planning Strategy 2012. The Strategy states the major areas of traffic congestion identified in the Eastern Metropolitan Region were not in the Shire of Mundaring. However, in its long-term projections (to 2031), a high level of traffic conditions is predicted on Great Eastern Highway from Roe Highway and on Morrison Road.⁷

Existing Initiatives

There are no congestion or behaviour change initiatives noted within this local government.

Local Government Strategic Context – City of Swan

City of Swan Transport Strategy 2014

City of Swan Transport Strategy 2014 includes a number of strategic objectives and initiatives related to freight and congestion as outlined below.⁸

Purpose of the Transport Strategy

- Identify constraints in current and planned road capacity, using the projections of the City (as captured in the most recent update of the Main Roads ROM), Directions 2031 and Beyond and the Central Sub-Regional Strategy;
- Identify measures to upgrade and improve the regional and local road connections to facilitate safe and efficient vehicle movement, manage freight movements and to reduce congestion;
- Consider the implementation and management of ‘Moving People’ (TransPriority) principles to facilitate an efficient movement system; and
- Identify measures to upgrade and improve public transport connections and facilities to reduce congestion.

Freight

- Investigate freight connectivity to Malaga as part of the Perth Darwin National Highway (NorthLink WA) construction;
- Investigate connectivity between Roe Highway and Hazelmere to provide a legitimate alternative link;
- Investigate Abernethy Road / Adelaide Street connection to improve internal legibility within the Hazelmere Enterprise Area Structure Plan (HEASP); and
- Undertake Local Area Traffic Management planning exercise for the precinct surrounding the Hazelmere Enterprise Area, particularly focused on restricting heavy vehicle access to the Hazelmere Enterprise Area via West Parade, Lloyd Street north of Clayton Street and Kalamunda Road.

Rail Crossings

- Conduct a study to prioritise grade separation of critical rail crossings.

Cycling

- Introduce minimum infrastructure standards for cycling facilities into planning policies;
- Create a detailed City of Swan Bike Plan which develops the concepts of the Western Australia Bicycle Network, incorporating and revisiting all works already completed;
- Undertake a review of the Urban Growth Corridor planning for cycling infrastructure, reflecting the changes to regional road linkages; and
- Implement the recommendations of the Swan CycleConnect Strategy, including extension of existing funding to achieve the network outcomes.

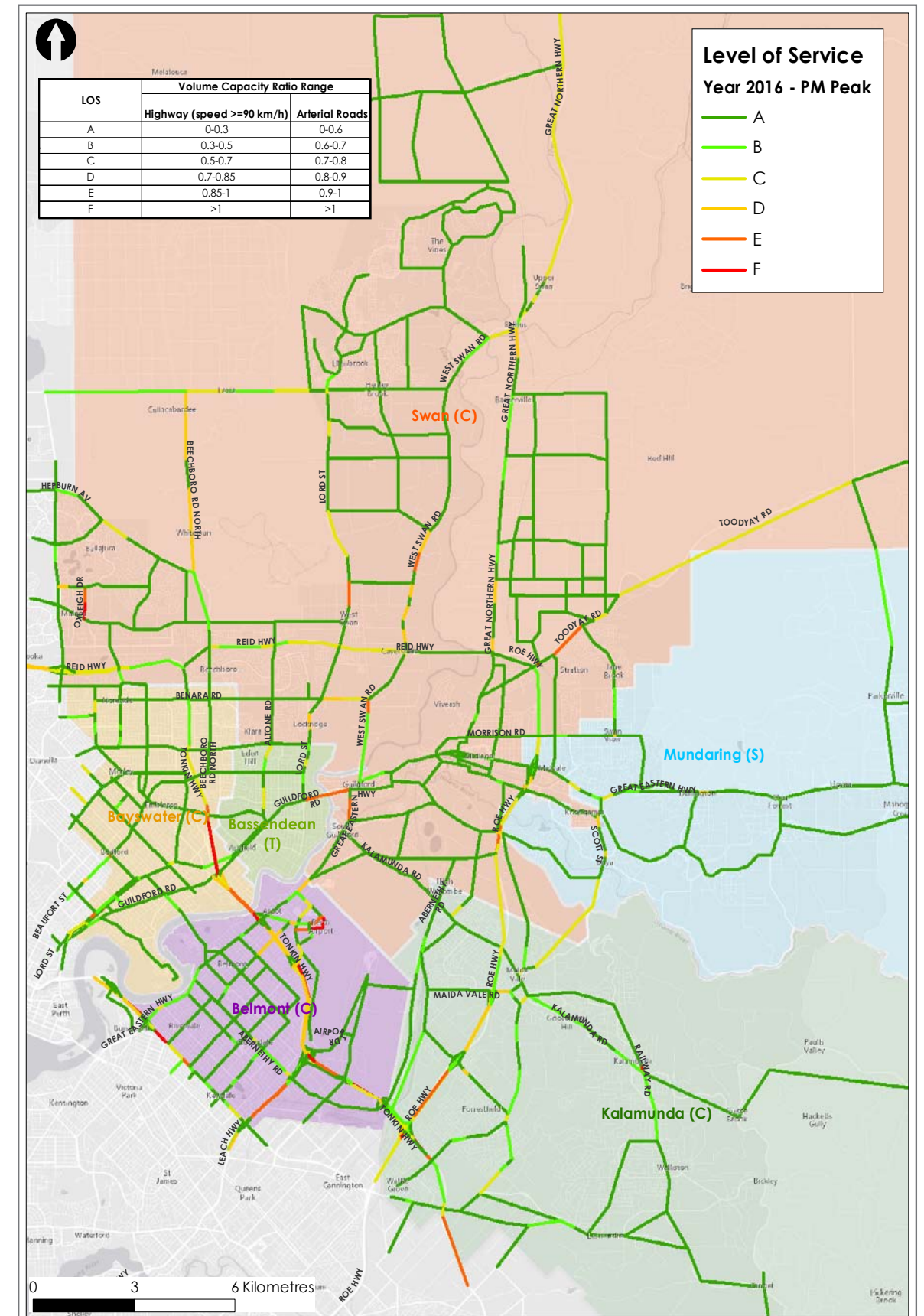
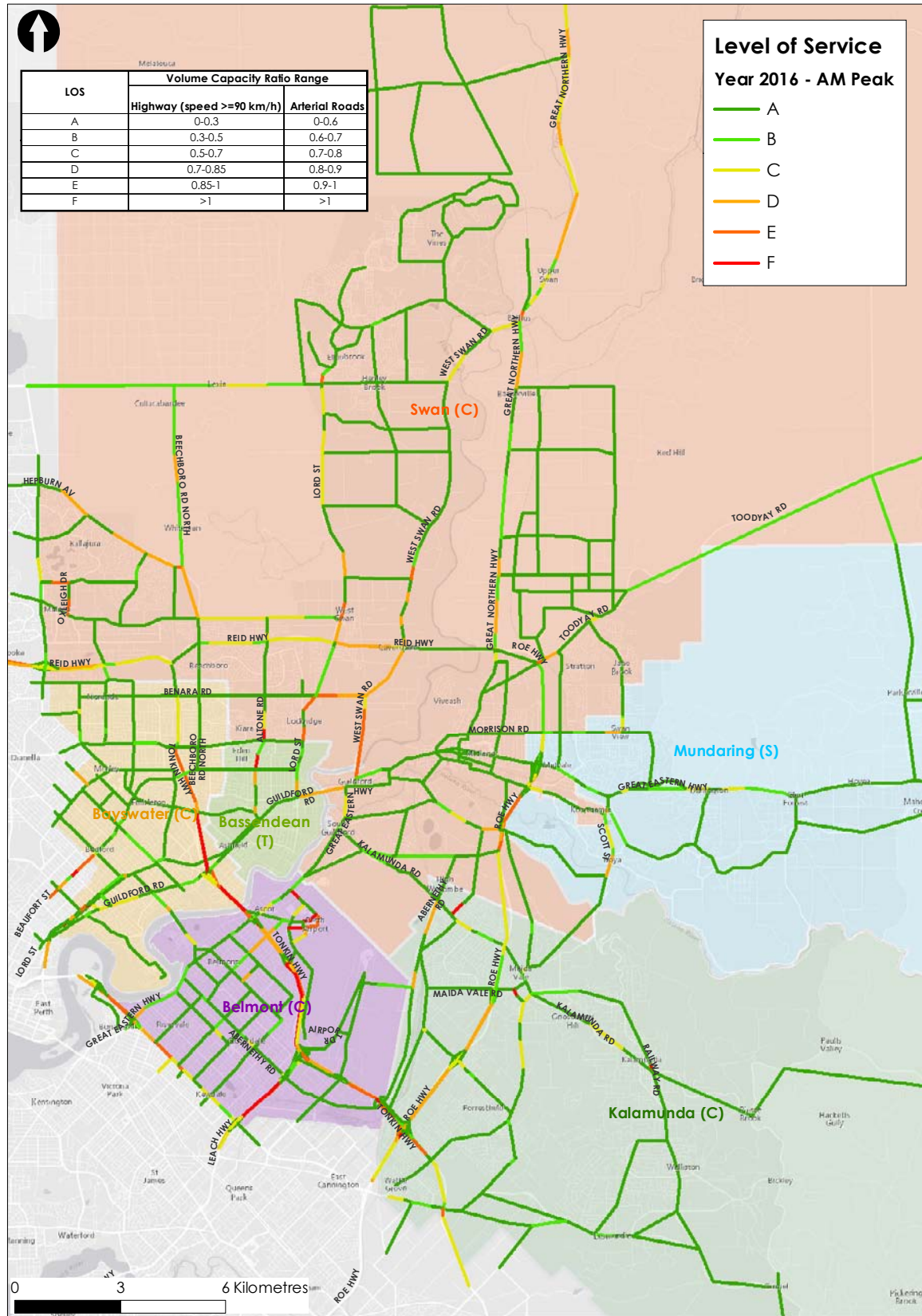
Further discussion with the local government is required to determine if the above objectives have been completed and if the benefits have been measured as part of a review process.

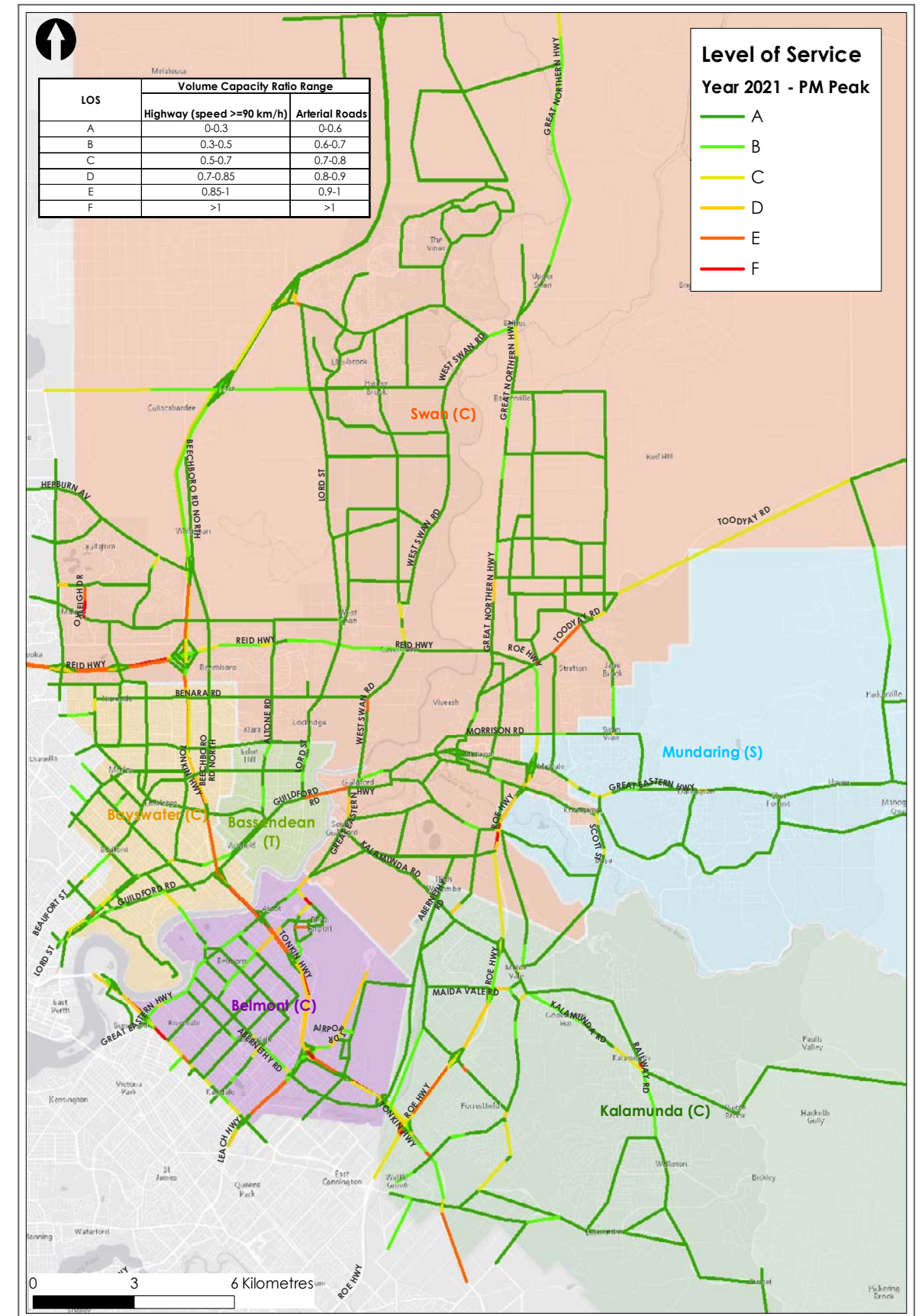
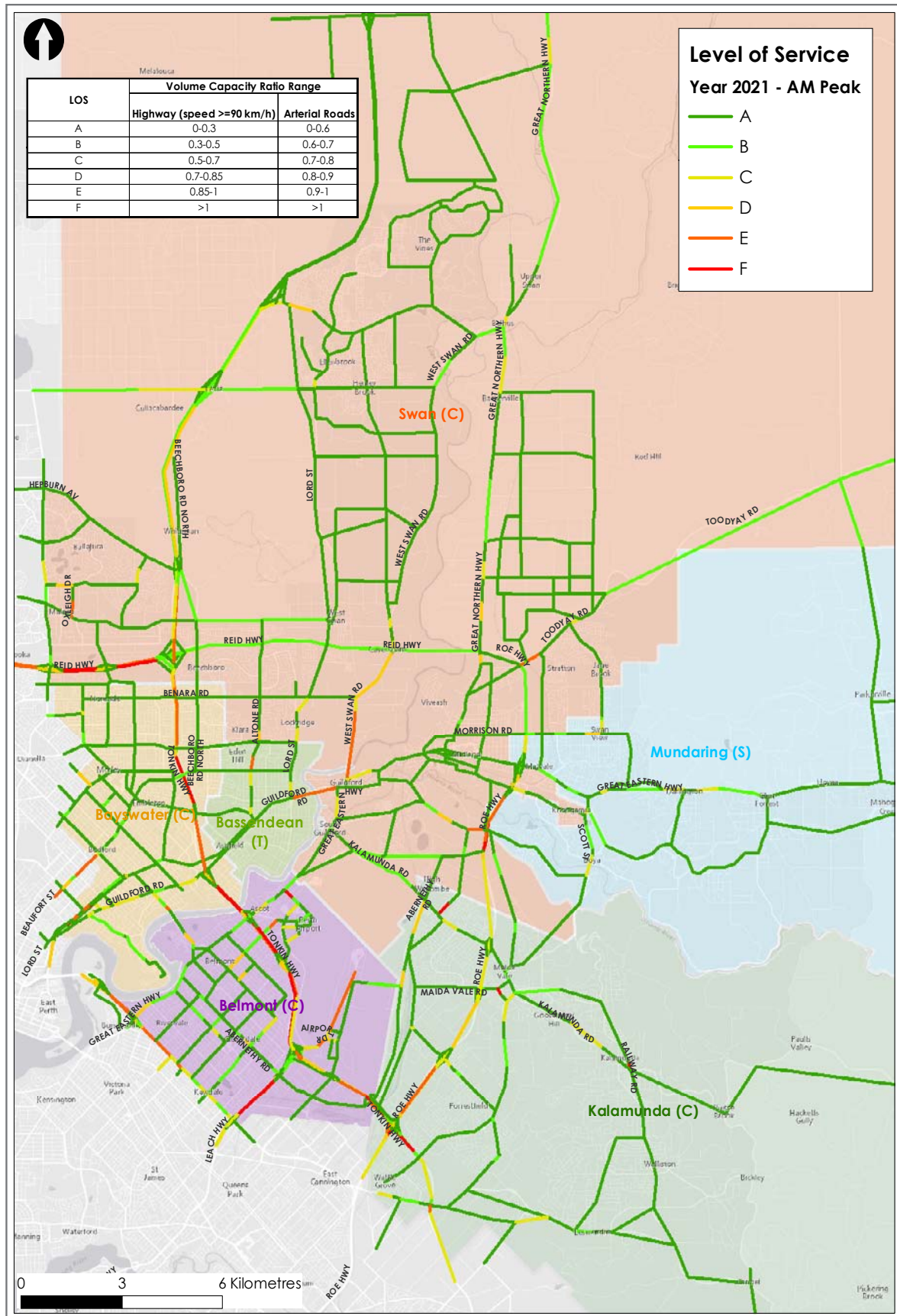
⁶ Kalamunda Bike Plan, 2017

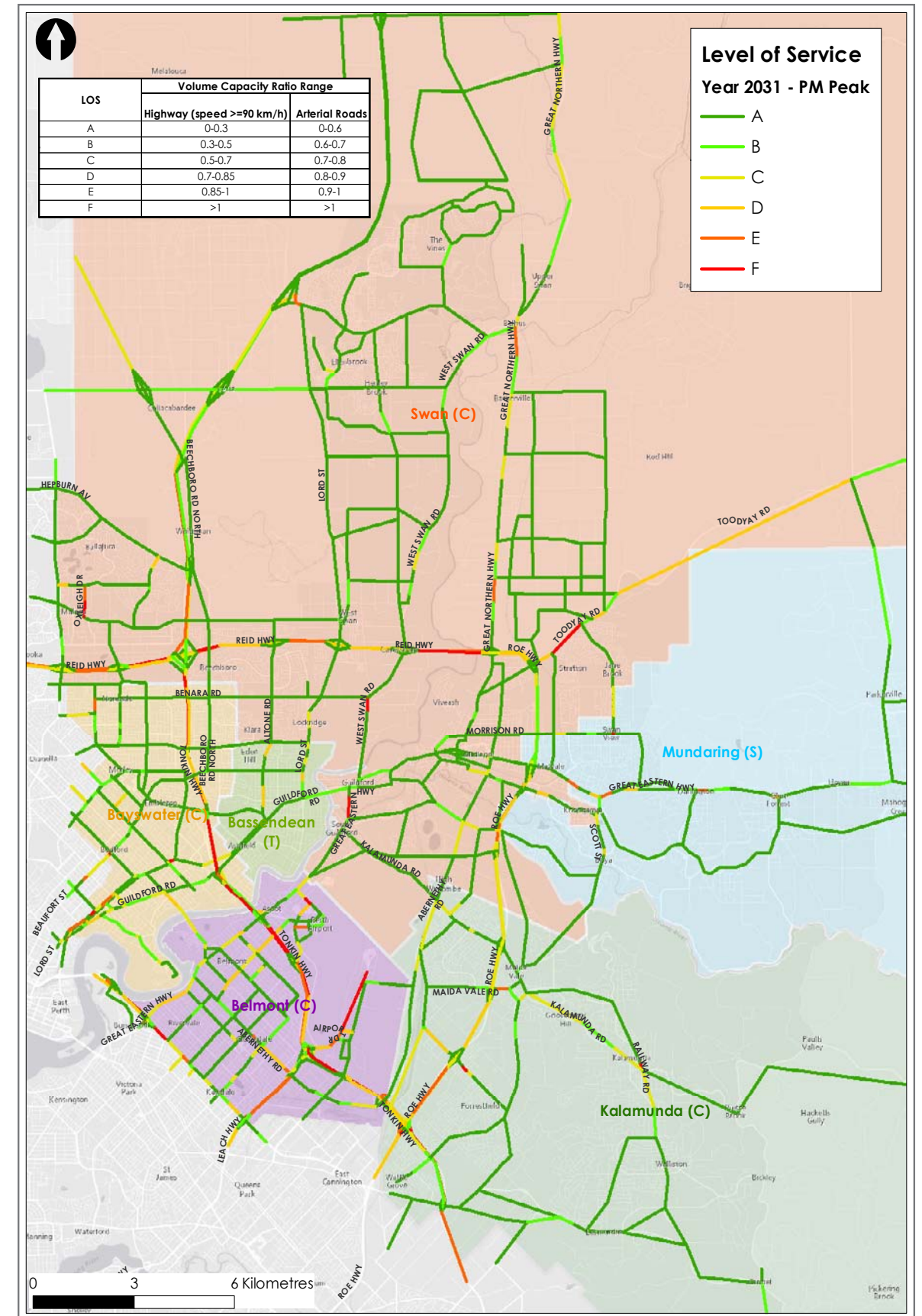
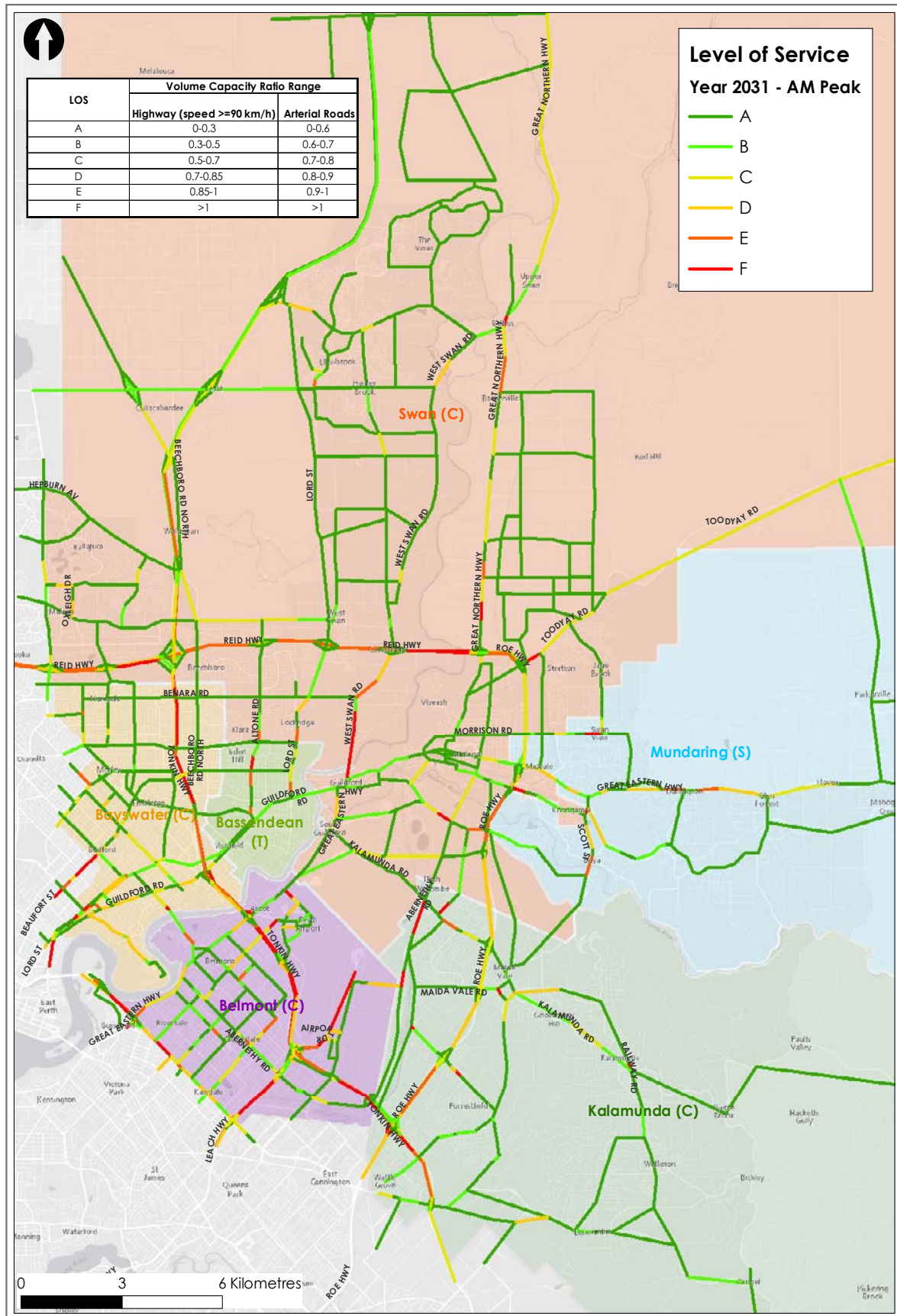
⁷ Shire of Mundaring Local Planning Strategy, 2012

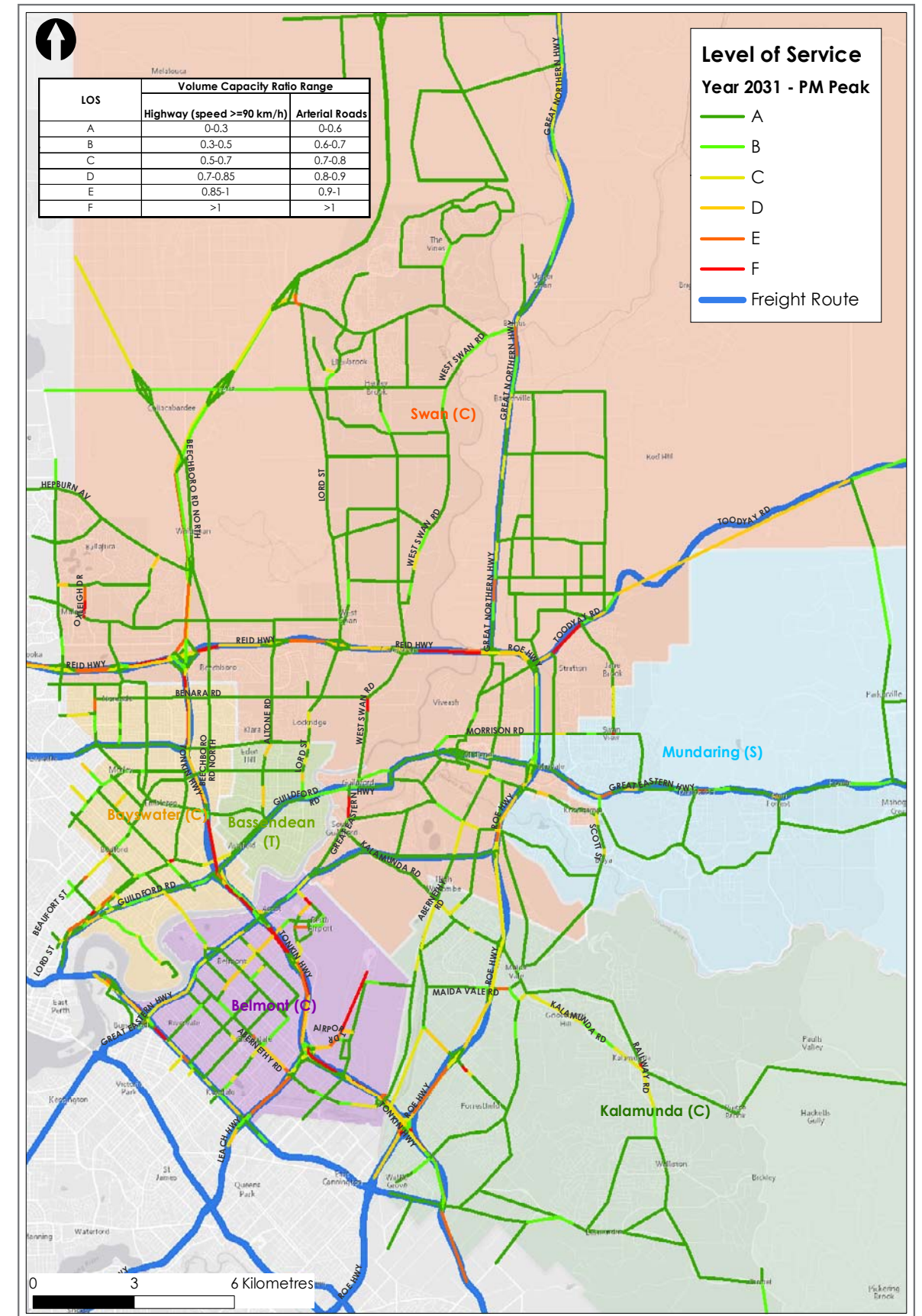
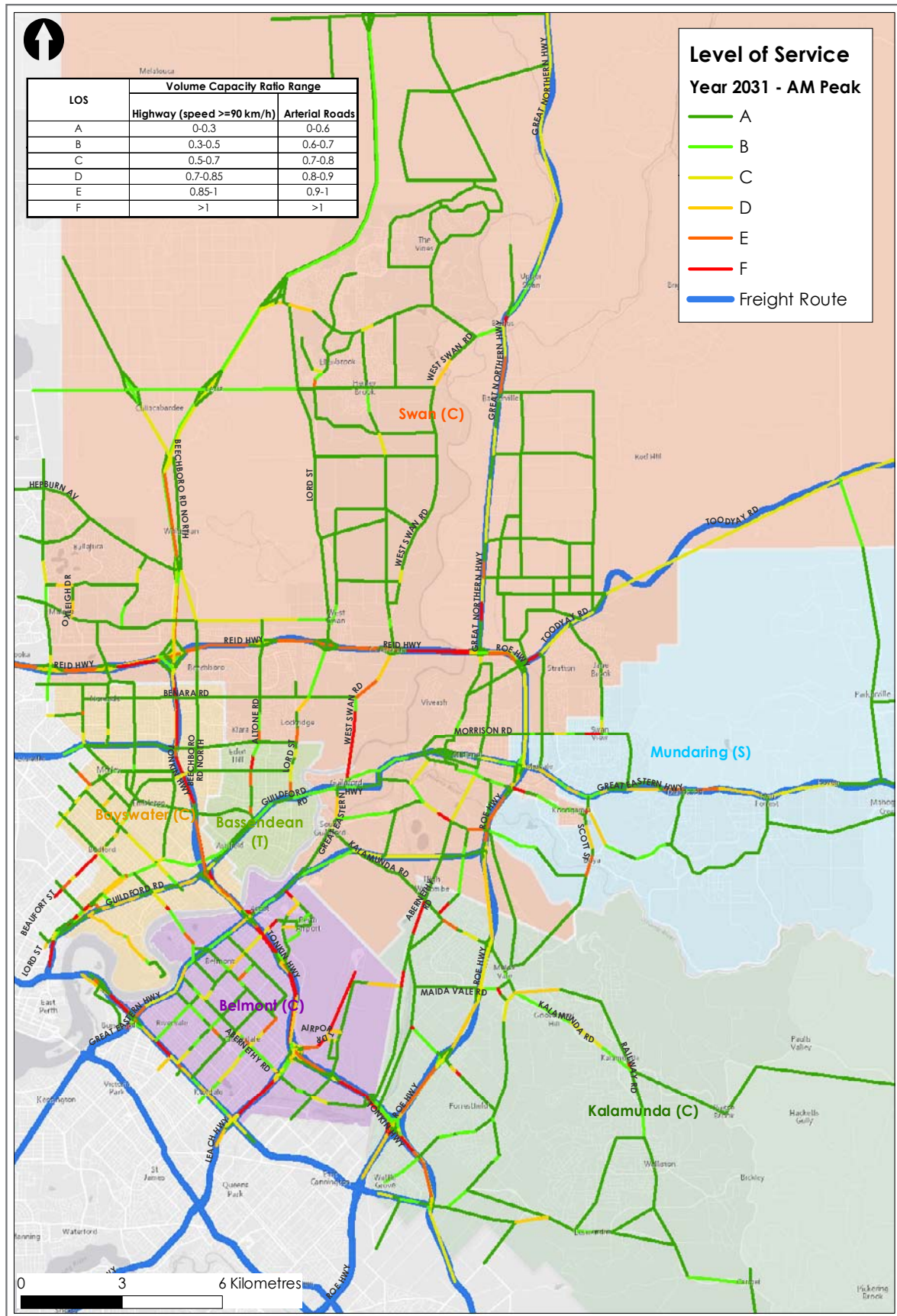
⁸ City of Swan Transport Strategy, 2014

Appendix B: Level of Service Maps (LOS A-F)









Appendix C: National Approaches to Congestion and Behaviour Change

Further to the State and Local strategy analysis for WA, a national review was undertaken assessing existing approaches to congestion management and Travel Behaviour Change in other states.

New South Wales

Strategic Context

Draft Future Transport Strategy 2056

Future Transport is an update of NSW's Long Term Transport Master Plan to provide an integrated vision for the state. It consists of a number of strategies and plans for transport developed in alignment with the:

- Greater Sydney Commission's Sydney Region Plan;
- Infrastructure NSW's State Infrastructure Strategy; and
- The Department of Planning and Environment's regional plans.

The Plan was released in early 2018. The vision is built on the following six outcomes:

- A Customer Focus: Every customer experience will be seamless, interactive and personalised by technology and big data (Mobility as a Service);
- Successful Places: People enjoy 'living local' with fast connections to strong centres that drive economic growth and social cohesion (self-contained communities);
- A Growing Economy: A powerhouse economy, enabled by efficient links between people, places, businesses and markets;
- Safety and Performance: Every customer will travel safely across a high performing network;
- Accessible Services: Seamless mobility will enable the participation for all members of the community; and
- Financial and Environmental Sustainability: A transport system that contributes to a strong economy and environmental and community wellbeing.

One of the major components of the Plan is the use of new and potential (future) technologies to manage congestion and provide a safe and more efficient customer experience. Examples investigated in the Plan include: autonomous vehicles, data sharing, customer apps and drones.

Further to this, the Plan states that freight will be technology enabled, offering a dynamic, tailored service with high volume freight pathways, new service models, and more last-mile deliveries. The Plan outlines the following key points:

- Create 'smart' networks that support integrated 'Freight as a Service' offerings with unified access and pricing framework, that reflects the quantity of service;
- Integrate transport and land use to separate freight and passenger traffic on major freight corridors and efficiently plan collection points in centres and at network interchanges; and
- Maximise the long-term capacity and performance of the state's three ports and expand intermodal rail capacity.⁹

Congestion Management

Easing Sydney's Congestion Program Office

The Easing Sydney's Congestion Program Office is a major program delivering significant improvements to reduce Sydney's congestion. The following initiatives within the program are:

- **Bus Priority program:** This is the long term plan to redesign the bus network to meet customer needs now and into the future.
- **Parramatta Congestion Improvement Program:** Upgrading key intersections that access the Parramatta Central Business District. The program will help congestion through:
 - Widening small sections of road or intersections;
 - Adding extra turn bays, through lanes or turning lanes; and
 - Modifying traffic signals at key intersections.
- **Pinch Point Program:** Aims to reduce traffic delays, manage congestion and improve travel times on Sydney's major roads, particularly during week day peak periods. Projects to help ease congestion at pinch points include:
 - Widening small sections of road or intersections;
 - Lengthening turn bays;
 - Adding extra turn bays or turning lanes;
 - Replacing heavily used roundabouts with traffic signals; and
 - Installing closed circuit television (CCTV) cameras and electronic message signs (VMS) to help manage traffic and provide real time traffic information to motorists to help them make informed travel decisions.
- **Smart Motorways:** Smart motorways, also known as 'managed motorways', use complementary technologies to monitor traffic conditions, manage congestion and respond to incidents in real time.
- **Clearways Program:** A clearway is a section of road where stopping or parking is prohibited. Buses and taxis are permitted to stop when dropping off or picking up passengers. Preliminary investigations show that clearways can help manage congestion in many areas of Sydney by allowing motorists to use all traffic lanes.¹⁰

Behaviour Change

Travel Choices Program

Travel Choices is a free resource to help individuals and organisations prepare for and adapt to the changes to Sydney's transport and road network.

Travel Choices have a range of initiatives aimed at both businesses and individuals. These include:

- The NextThere app for buses which provides information on busloads by service during the morning and afternoon peak periods;
- Live Traffic NSW provides news of incidents and road conditions; and
- Journey and congestion warnings are available through real-time road apps.

Data from August 2017 illustrates that since 2015 there has been an 11 per cent reduction in the number of inbound vehicles and a 9.4 per cent increase in public transport use for trips into the CBD during the morning peak. This increase in public transport use equates to over three million additional individual trips into the CBD by public transport.¹¹



⁹ Draft Strategy, Future Transport 2056, October 2017, Page 38

¹⁰ Easing Sydney Congestion Program, <http://www.rms.nsw.gov.au/projects/easing-sydneys-congestion/index.html>

¹¹ Travel Choices, <http://mysydneycbd.nsw.gov.au/supporting-business/travel-choices>

South Australia

Strategic Context

Building a Stronger South Australia, the Integrated Transport and Land Use Plan

In July 2015, the *Integrated Transport and Land Use Plan* was released for South Australia. The document outlines goals and objectives and sets out where and when actions, investments and initiatives are proposed. There is also a secondary document comprising of supporting evidence and analysis providing more detail on the challenges and solutions highlighted in the plan.

The plan identifies the following State-wide priorities:

- Increase maintenance funding to improve and sustain the performance of the transport network and make better use of our transport assets;
- Protect freight corridors and facilities;
- Make our transport system safer and deliver South Australia's Road Safety Strategy. Use smart technology to improve transport system outcomes;
- Support for tourism;
- Reduce environmental impacts and car dependency;
- Adapt to climate change and building our resilience to disasters.

Congestion Management

Operation Moving Traffic

Operation Moving Traffic is a South Australian Government initiative launched in 2015 to improve the efficiency, reliability and safety of the transport network, which includes both roads and public transport and extends across Greater Adelaide.¹²

Long term initiatives include:

- Changing traffic signal settings to improve the reliability of freight travel;
- Expand the Bluetooth network, providing improved traffic data for commuters;
- Test extended operating hours on clearways to remove obstructive parked vehicles;
- Greater communication between tram crossings and nearby signals to reduce traffic delays;
- Remove illegally parked vehicles from clearways, bike lanes, and bus lanes;
- Improve timetables at key routes to reduce the number of buses stopping and holding up traffic and allow bus priority at selected intersections;
- Extended bus lanes to give public transport commuters a quicker run into the CBD;
- Continue education initiatives such as the Way2Go program to encourage cycling and remove cars from the road during peak; and
- Implement Moving Traffic Plans with local government to improve local traffic flow.

Behaviour Change

The South Australian Government applies Travel Behaviour Change principles to encourage safer, greener and more active travel through reductions in motor vehicle use. The following programs are part of the overarching government travel smart scheme.

- **Cycle Instead:** The Cycle Instead Journey Planner is an interactive app that generates cycling routes using Adelaide's Bikedirect network of main roads, bike lanes, local streets, off road paths and some unsealed paths.
- **Moving Right Along:** Obligations and Opportunities for Older Drivers is a resource for communities, individuals, families and friends that provides information about issues facing older drivers, driving safely and alternatives to driving.
- **TravelSMART Households:** The TravelSMART program focuses on households within a specific target area.
- **Way2Go:** Way2Go Lead Schools make a commitment to engage in an evidence based planning process that aligns with their school priorities and passions. They access release time for planning and intense support for development of their unique School Travel Plan along with funding for facilities and initiatives that support active travel e.g. bike & scooter shelters.
- **Smarter Travel @ Work:** Smarter Travel @ Work program supports businesses to adopt safer, greener and more active travel options for both business and commute travel.

There is no cost to a workplace to participate in the program.

Queensland

Congestion Management

Greater Brisbane Key Corridors Performance January – June 2017

This report provides information on the traffic volume and average speed for the Greater Brisbane key transport corridors over the January to June 2017 period.¹³

Brisbane City Council's Key Priorities

Key priorities for congestion-busting projects for 2016 to 2020 include:

- 90 road improvement projects;
- 60 new buses every year;
- \$90 million for smoother suburban streets per year;
- A new CityCat ferry vessel, new express CityCat services and upgrades to ferry terminals;
- CityCycle bike hire;
- \$100 million for the continued expansion of bikeways;
- \$122 million in public transport operating subsidies;
- Planning and construction of Brisbane Metro Subway System; and
- Technology Improvements.

Behaviour Change

Gold Coast Transport Operations Plan June 2017

The 2018 Commonwealth Games (CG2018) Travel Demand Management Initiatives was a comprehensive Travel Demand Management (TDM) program which influenced travel behaviours in the lead up to and during CG2018 to ease the pressure on the transport system. Key audiences travelling during CG2018 were encouraged to re-time, re-mode, re-route and reduce their trips wherever possible to reduce congestion and maximise the capacity of the transport network across the Gold Coast.¹⁴

In the lead up to GC2018, key stakeholders and the broader community were engaged to ensure:

- Residents, businesses and visitors were prepared to make informed travel decisions;
- Spectators and workforce were informed on travel options to get to and from GC2018;
- More efficient use of the transport network and services to keep the Gold Coast moving in a period of increased demand during GC2018; and
- Progressive long term increase in public and active transport use on the Gold Coast.

Victoria

Plan Melbourne (Refresh)

The Victorian Government released the Metropolitan Planning Strategy, Plan Melbourne on 20 May 2014. The Plan was intended to guide Melbourne's housing, commercial and industrial development through to 2050.

The current State Government is in the process of updating the Plan (Refresh). A discussion paper has been prepared which has been used to consult with relevant stakeholders and identify any key changes to the Plan. However, except for any of the specific changes identified in the refresh, the current Metropolitan Planning Strategy is relevant and to be used to understand how development is expected to occur into the future.

The Plan includes the following key concepts to cater for the anticipated population growth:

- Delivering a new 'integrated economic triangle', connecting key employment clusters, industrial precincts and economic gateways;
- Protecting the suburbs by delivering density in defined locations;
- Strengthening regional cities – distributing future growth to benefit all of Victoria (regional projects);
- Delivering a pipeline of large-scale, city shaping infrastructure and urban renewal projects;
- Better use of existing assets, including increasing efficiency of road-based transport and transport land use integration; and
- 20-minute Neighbourhoods - places where people have access to local shops, schools, parks, jobs and a range of community services within 20 minutes of their home.

The Plan is underpinned by seven objectives and a range of

supporting actions. The delivery of the Plan is a central focus of the VPA, which was created in October 2013 alongside the release of the draft Strategy.

The Victorian Auditor General Report – Managing Congestion (April 2013)

The Victorian Auditor General Report -Managing Traffic Congestion (April 2013) is a review of whether traffic is being effectively managed in Victoria. The key findings of the report were:

- Currently, the state is investigating in strategies to relieve congestion. However, there is no specific state-wide plan with clear objectives;
- The state is currently focused on expensive supply-side initiatives, increasing capacity - no thought into demand management;
- Due to cost of infrastructure projects, there is pressure to have cheaper options; and
- Successful projects exist, which have the potential to alleviate congestion. However, this is no assurance due to a lack of a coordinated state-wide policy.

The lack of a congestion management program within Victoria indicates a significant strategic planning gap.



¹² Operation Moving Traffic, <https://www.dpti.sa.gov.au/movingtraffic>

¹³ Greater Brisbane Key Corridors Program, 2017

¹⁴ Gold Coast Transport Operations Plan, 2017



Appendix D: Stakeholder Engagement

Two approaches to stakeholder engagement were undertaken including two stakeholder workshops, which were held at the EMRC administration offices:

- The first workshop focused around congestion, discussing the congestion mapping undertaken and congestion management strategies; and
- The second workshop focused around behaviour change and what the EMRC could advocate for.

In addition to the two workshops, follow up meetings with Perth Airport, City of Kalamunda, Shire of Mundaring and the City of Swan were undertaken.

Congestion Management Workshop

At the start of this workshop, GTA consultants presented the congestion mapping undertaken to date, highlighting some of the key findings from the high-level modelling. Following this, Site Planning and Design presented on the Inland Port project they are undertaking which includes a number of the EMRC member Councils.

The key points Site Planning and Design noted from the Inland Port study were:

- A need to ensure sufficient access to the Freight network from industrial areas;
- A need to ensure a quality and standard of road network to cater for this access;
- A need for improved Heavy Vehicle road access approvals;
- The EMRC / Local Governments' need to continue to lobby for infrastructure upgrades (such as the Orange Route / EastLink WA); and
- It was noted in the Inland Port questionnaire initial feedback, that companies are moving away from Kewdale because of the congested road conditions.

The top five issues noted by the respondents from the Inland Port questionnaire noted three transport focussed issues. These being, road congestion, heavy vehicle access and road planning and design as key issues for the industry.

Industry Survey – Key Findings

Top 5 Priorities	Top 5 Priorities (within the influence of local government)
Road congestion	Road congestion
Heavy vehicle access	Heavy vehicle access
Human resource challenges	Regulations, restrictions & red tape
Regulations, restrictions & red tape	Road planning & design
Economic conditions	Urban encroachment

Key discussion held at this workshop included a review of the Perth Airport 2025 modelling which indicates by 2025 the Roe Highway and Tonkin Highway intersection will be congested and tailing back around the Perth Airport Precinct. The private car is the primary contributor to congestion, rather than the light vehicle fleet or larger vehicles. However, due to development (especially within city centre and highly developed areas) industry is noting that trucks over 2.1m in height are increasingly struggling to manoeuvre within the street environment and will likely be replaced with smaller designs of vehicles in the future, increasing the light vehicle fleet on the road network.

A number of the member Councils noted that they are expecting to experience congestion due to housing infill (required to meet Department of Planning, Land and Heritage infill targets) which may not be evident from the high-level congestion mapping undertaken. Specific areas noted include:

- Congestion increase on Scott Street to Roe Highway as urban growth and housing infill around Helena Valley / Bellevue continues;
- Roland Road from Toodyay Road intersection – forecasted congestion with residential development;
- Farrell Road to Great Eastern Highway will also increase in congestion due to housing infill along Farrell Road with the Movida housing development;
- Kalamunda Road / Roe Highway interchange – will experience high levels of congestion due to the demand in the area;
- Abernethy Road to link with Lloyd Street 2021-2031 will provide some relief for the area;
- Great Eastern Highway and Lloyd Street intersection;
- Great Northern Highway and Reid Highway intersection (travelling north onto Reid Highway);
- The 'Orange Route' (now known as EastLink WA) was noted as requiring upgrades and this will be discussed with the Department of Transport and Main Roads WA;
- Member Councils also noted that once NorthLink is complete, it is likely that local roads will be impacted between South Bullsbrook and Kewdale; and
- It was also noted that Intermodal Terminals will be situated in Kenwick and that the Shire of Serpentine is looking at an Intermodal in Byford and possibly one in Canning Vale also. Limited land supply around the Perth Airport means South

Bullsbrook will have a major role for the freight distribution in Perth, which may have an impact on the proposed residential redevelopment within the Bullsbrook area.

Following the discussion on the congestion mapping, council infill concerns and congestion impact for freight movements, the workshop discussed the way people may travel in the future and the impact on congestion. Key points discussed included the future of automated vehicles on the arterial roads and the impact they have, On-Demand services reducing the number of trips individuals make with private vehicles, the use of drones and their use within the Freight Industry, online shopping, working from home and the advent of E-bikes becoming more affordable allowing short distance travel to be easier without private car use.

Travel Behaviour Change Workshop

At the start of this workshop, GTA consultants presented briefly on the congestion mapping undertaken to date highlighting some of the key findings from the high-level modelling. The presentation then focused on the literature review undertaken assessing existing Travel Behaviour Change programs that exist within WA as well as an assessment of the approach taken elsewhere in Australia. Following this, Uptthink presented on the Travel Behaviour Change principles and differing approaches and how a coherent Travel Behaviour Change strategy for the EMRC Region would assist in reducing localised congestion.

Some of the key discussion point of this workshop included:

- Dedicated regional parking bay fees could offset additional inner city cat-buses / automated vehicles;
- Advocating reserving land for on-road public transport routes, such as Beaufort Street as a dedicated Bus Priority corridor;
- Dedicated space has been reserved for a train line on Lloyd Street, near Brabham;
- Could local centres use Automatic Number Plate Recognition technology logging where people come from and if they needed to drive. Perhaps Big Data could be used for this purpose; and
- Car / freight interaction – Freight access plan for industrial areas – but does Freight help congestion and cause behaviour change?

Following this general discussion, individual agencies then provided project information, with the Department of Transport (DoT) noting that they have a very pro-active Your Move team with a scheduled program looking at residents, business and schools. Of note the discussion included:

- Your Move schools in the Eastern area and Work-Based Your Move programs in the area, noting the Town of Bassendean is potentially carrying out a Your Move household program;
- Department of Planning, Lands and Heritage are working toward amending State Planning Policy 4.2: Activity Centres for Perth and Peel to include mandatory travel plans for all developments. It was noted during this discussion that travel plans only work in more metro-based councils, due to the lack of transport alternatives in rural and outer fringe councils;
- The DoT are also working to ensure planning and travel demand management policy is more applicable to diverse regions;
- The DoT is currently undertaking research papers in analysis and reform. These include road user pricing, electric vehicles (impact on fuel excise), dockless bike policy paper, real-time information for buses, transport futures (innovation) and Big Data. It was noted during the discussion that local government could be an avenue for state government to trial future transport innovation;
- The City of Swan noted that they are currently updating their bike plan and are considering an approach to combine cycling and parking – specifically for areas such as Midland CBD with an approach to consider if parking is designed to just fall short of demand, cycling and cycle parking can fill the gap to meet demand;
- Further, the City of Swan noted a requirement to upgrade Guildford Bridge and accommodate for the future Urban Growth corridor within the Lord Street area;
- The City of Belmont noted that they are currently developing a Sustainable Transport Strategy which includes an assessment of behaviour change for precincts (1-2km journeys);
- Regarding mandatory Travel Plans; the City of Kalamunda advised that development applications can only apply conditions that are in public interest which is supported by planning policy. Conditions can then only be applied for 1-2yrs;
- The City of Kalamunda also noted that the Structure Plan for Forrestfield North Area is underway. This study along with the new Forrestfield Station study has noted bus route issues for Forrestfield Station. The Forrestfield Station and wider North Area would be ideal for a Your Move program. However, to support this, infrastructure would be required. Workshop participants discussed the

large capacity of parking planned for the station, which would result in difficulty in cycle access to the station. Given that infrastructure is a key influence in people's behaviour, it would be important to design for alternative modes of transport into the including public transport and cycle access. A lack of alternative modes would see more users drive to the station and as such increase congestion;

- The City of Kalamunda noted that the updated Activity Centre planning for Kalamunda Centre noted that there are no traffic signals along Canning Road or Kalamunda Road which means there is nothing to stop traffic and assist pedestrians to cross the road – making it unattractive and leading to most people using the car for short journeys; and
- Canning Road is a popular cycle touring and training route but is also a heavy vehicle route – which results in cycle/heavy vehicle conflict. The City's new bike plan will seek to address this.

Follow up Meetings

As noted, follow up meetings with Perth Airport, City of Kalamunda, Shire of Mundaring and City of Swan have been undertaken. The key notes taken from these meetings are summarised as follows.

Perth Airport

Perth Airport has undertaken additional modelling which highlighted the following immediate congestion issues:

- Great Eastern Highway requires upgrading between Tonkin Highway and Great Eastern Highway Bypass and Roe Highway and Great Eastern Highway. It is noted that Main Roads WA have plans for this upgrade;
- The Airport is aware of 'rat running' through the airport as traffic seeks to avoid the Tonkin Highway / Great Eastern Highway intersections;
- The 2045 modelling for the Airport has been completed noting that with the development of Forrestfield, the Perth Airport, Development Area 6 and Lloyd Street connecting to Abernethy Road, there will be more traffic travelling to / from Midland exacerbating existing traffic issues in the area;
- The modelling also notes that Tonkin Highway through to Guildford Road will experience ongoing issues. Main Roads WA have noted this as a project called the 'Tonkin Gap'; however, no funding appears to be allocated for this. This should include widening of the Redcliffe Bridge; and
- The modelling also notes that the Great Eastern Highway / Kalamunda Road intersection will also need upgrading to be grade separated; however, no funding appears to be allocated for this.



City of Kalamunda

The discussion with the City of Kalamunda revolved around recent studies and developments occurring within the City that will impact the local network but have not been highlighted within the modelling undertaken for this project. Key issues included:

- It has been assessed by the City that Abernethy Road will require widening to become a dual carriageway south of Kalamunda Road due to forecast future traffic volumes;
- Traffic modelling suggests that Dundas Road will need widening in the future. However, this depends on the impact of traffic utilising the Forrestfield Train Station;
- Traffic modelling suggests that Berkshire Road is likely to be congested east of Roe Highway due to the increasing density of land use north of Berkshire Road; and
- Crystal Brook Road, Welshpool Road and Kelvin Road are likely to experience growth in traffic in the future due to a planned increase in density for the Wattle Grove South structure plan.

Shire of Mundaring

The discussion with the Shire of Mundaring revolved around new developments planned within the Shire that will have an impact on the local network which has not been highlighted within the modelling undertaken for this project. Key issues of note included:

- The Shire has planned for an urban growth expansion within the Helena Valley location. This will result in an increase in traffic and likely future congestion on Helena Valley Road to Bushmead Road. Further to this, Helena Valley Road is planned to link to Katharine Street and will require Helena Valley Road to be widened west of Torquata Boulevard with a bridge widening over Roe Highway;
- The Shire has identified both safety and congestion issues at the intersection of Scott Street / Great Eastern Highway along with Scott Street bridge widening;

- It is expected there will be an increase in congestion as a result of Bellevue Farm Structure Plan which is within vicinity of Bellevue Train Station. Specifically, Clayton Road linking through to Midland, west of Katharine Street;
- Miller Street linking into Bunninyong experiences issues and will likely attract additional traffic with the new Bellevue Station proposal. To assist with these issues, the Shire would like to advocate for Farrall Road to be extended to Clayton Street in conjunction with the planning for the new Bellevue Station;
- Farrall Road - between Morrison Road and Great Eastern Highway – no access to Morrison Road from Roe Highway (future design) means more traffic along Farrall Road into Great Eastern Highway to get to Roe Highway;
- Great Eastern Highway / Lloyd Street – Main Roads modelling from Roe Highway study indicates 90,000 vehicles through intersection;
- As a result of the increase in density for the Parkerville and Stoneville townsites there will be an increase in traffic on Roland Road and Toodyay Road;
- The Shire is experiencing an increase in freight traffic. Due to an increase in residential growth in the town centre the local residential trips have an impacting on freight movements. The Perth Adelaide National Highway (EastLink WA) proposed upgrades would assist with this;
- Greenmount Road currently experiences issues due to the number of heavy vehicles and the topography of the road;
- Due to the increase in residential density in the Mundaring, Parkerville and Stoneville townsites, the Shire would like to see an increase in public transport frequency along Great Eastern Highway; and
- The Shire is supportive of the proposed Bellevue Station. However, with the existing transport network, the residents of Mundaring will struggle to travel to the station by bus, walk or cycle.

City of Swan

The discussion with the City of Swan noted that the City is working with Main Roads WA to refine the ROM modelling for the Midland CBD area to reflect more realistic land uses for the greater Midland area. This work shows the intersection of Great Eastern Highway / Lloyd Street will be a major issue due to the Roe Highway / Morrison Road full access intersection being changed to an overpass only and realignment of the freight rail line through the Bellevue area restricting access of Roe Highway and Military Road. This will result in industrial traffic using Lloyd Street and Clayton Street impacting freight movements resulting from a mix of freight and town centre traffic.

It was noted that the relocation of Midland train station study shows limited locations for rail line road crossings (Lloyd Street underpass and one crossing somewhere between Morrison Road and Helena Road). This will result in the City losing two rail / road crossings, which will likely increase localised congestion in these areas, noting access north and south from the station will be reduced due to the rail line.

There are identified congestion issues at the intersection of Roe Highway / Great Eastern Highway Bypass. However, when this is upgraded Stirling Crescent will lose access resulting in traffic from Hazelmere needing to utilise Abernethy Road and Adelaide Street (intersection needs to be constructed) otherwise all freight traffic will have to travel south on Kalamunda Road through the residential area.

The traffic from the urban growth corridor will result in localised congestion through Guildford (James Street and Meadow Street) travelling into Johnston Street to get to the Great Eastern Highway (approx. 45,000 vehicles per day). This existing 'dog leg' movement through Guildford will exacerbate the safety issue between congestion and pedestrian amenity.

With construction of NorthLink WA, the Stock Road link between NorthLink WA and Great Northern Highway should be a Main Roads WA Red Road (Primary Regional Road) within the Metropolitan Region Scheme. Stock Road links NorthLink WA and Great Northern Highway allowing freight movements to avoid Muchea and Bullsbrook.

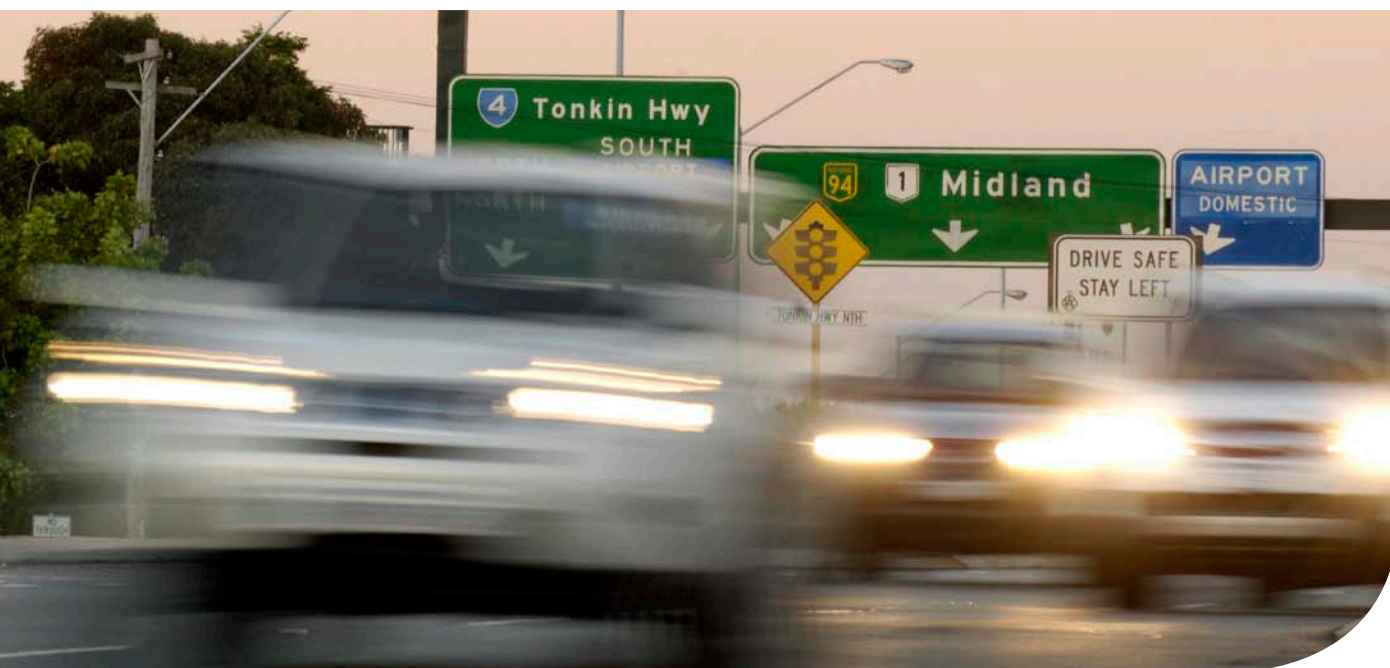
The intersection of Altone Road / Reid Highway is likely to experience an increase in traffic accessing Reid Highway due to the removal of the Beechboro Road / Reid Highway intersection. The Marshall Road and Altone Road intersections are also likely to see a resultant increase in traffic.

Within Travel Demand Management, the City would advocate for clearways for the morning and evening peak travel periods along Bridge Street through Guildford to assist with tackling the congestion without needing to physically widen the road.

The Perth Adelaide National Highway (EastLink WA) will include the construction of a Principal Shared Path. Along with using the old railway corridors connecting across boundaries and connecting the Swan Valley and Whiteman Park to the NorthLink WA Principle Shared Path. In addition, the construction of electric bike(E-bike) corridors through the Swan Valley and hills area would aid promotion of mode change.

The City considers new railway stations along the planned Ellenbrook line (such as Brabham) may allow for a bike share scheme linking Whiteman Park, the Swan Valley, and train stations (Brabham, Guildford and Malaga). The City would like to advocate for State and Local Government funding for this.

It was also discussed that Local Governments should embrace technology, such as shuttle bus services (possible driverless buses) or on demand services. This could be trialled for the Swan Valley and Guildford area.





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3 WASTE SERVICES

3.1 COUNCIL TONNAGE COMPARISONS AS AT 31 DECEMBER 2018

REFERENCE: D2019/01217 (TAC) – D2019/02344

PURPOSE OF REPORT

The purpose of this report is to provide Council with year to date tonnages and quantities at the Red Hill Waste Management Facility and the Hazelmere Resource Recovery Park for the reporting period of 1 July 2018 to 31 December 2018.

REPORT

Attachment 1 of this report indicates that member Council tonnages totaling 71,893.14 tonnes were received at the Red Hill Waste Management Facility during the reporting period, compared to 66,423.30 tonnes received during the same period in 2017/2018.

Attachment 2 outlines “other” waste that was received at the Red Hill Waste Management Facility being 48,867.29 tonnes. The combined tonnages for the reporting period totalled 120,760.43 tonnes. The 2017/2018 tonnages of 19,531.28 and 85,954.58 respectively for the same period are also provided for comparison purposes showing a significant increase in “Other Commercials” as a result of new waste contracts.

Attachment 3 outlines the tonnages of various materials that have been exported from the Red Hill Waste Management Facility during the reporting period, compared to the same period in 2017/2018.

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

- Incoming Waste Timber totalled 6,375.29 tonnes compared to 5,915.76 tonnes for the same period in 2017/2018.
- The sale of fines and woodchip totalled 6,539.13 tonnes, compared to 8,111.56 tonnes for the same period in 2017/2018.
- Incoming Commercial and Industrial (C&I) Waste totalled 322.30 tonnes, compared to 1,998.42 tonnes for the same period in 2017/2018.
- Mattresses incoming totalled 6,670.00 units compared to 5,890.00 units for the same period in 2017/2018.

ATTACHMENT(S)

1. Council Tonnages - 1 July 2018 to 31 December 2018 (Ref: D2019/02339)
2. Other Tonnages - 1 July 2018 to 31 December 2018 (Ref: D2019/02340)
3. Tonnages Exported from Red Hill - 1 July 2018 to 31 December 2018 (Ref: D2019/02341)
4. Hazelmere Resource Recovery Park – Incoming Materials and Product Sales - 1 July 2018 to 31 December 2018 (Ref: D2019/02342)

EASTERN METROPOLITAN REGIONAL COUNCIL

2018/2019 YTD COUNCIL TONNAGES DISPOSED OF AT RED HILL WASTE MANAGEMENT FACILITY

Week Ending	Bayswater Greenwaste MGB			Belmont		Bassendean		Swan		Kalamunda		Mundaring		Total
	Waste	Greenwaste	Uncont G/W	Waste	Uncont G/W	Waste	Uncont G/W	Waste	Uncont G/W	Waste	Uncont G/W	Waste	Uncont G/W	
10-Jul-18	490.35	130.67	0.00	306.85	0.00	146.15	0.00	1,175.94	8.70	646.28	72.99	296.73	0.00	3,274.66
17-Jul-18	450.77	74.80	0.00	242.85	0.00	88.00	0.00	868.96	6.90	465.33	39.00	223.22	0.00	2,459.83
24-Jul-18	439.34	97.97	0.00	230.53	0.00	121.91	1.35	857.81	10.50	439.11	40.65	207.42	0.00	2,446.59
31-Jul-18	559.79	75.53	0.00	237.21	0.00	106.20	0.00	888.25	15.30	433.11	50.96	246.27	0.00	2,612.62
07-Aug-18	426.87	117.85	0.00	229.30	0.00	108.80	0.00	915.06	6.90	438.01	35.05	223.39	0.00	2,501.23
14-Aug-18	331.41	86.98	0.00	262.09	0.00	105.05	0.00	933.05	11.10	437.12	33.80	247.64	0.00	2,448.24
21-Aug-18	336.03	153.35	0.00	264.60	0.00	120.90	2.50	963.17	9.00	454.06	34.70	236.38	0.00	2,574.69
31-Aug-18	498.18	210.15	0.00	406.22	0.00	186.91	0.00	1,500.57	12.00	668.45	58.53	544.80	175.42	4,261.23
11-Sep-18	473.43	180.43	0.00	366.60	0.00	164.69	0.00	1,359.63	15.30	658.57	65.97	434.41	211.98	3,931.01
18-Sep-18	444.48	162.75	0.00	263.48	0.00	124.25	0.00	970.29	12.00	457.42	45.46	403.68	86.44	2,970.25
25-Sep-18	425.34	120.40	0.00	261.83	0.00	114.55	0.00	971.74	9.00	433.75	32.35	333.14	89.82	2,791.92
03-Oct-18	245.29	112.15	0.00	170.29	0.00	79.45	0.00	564.48	6.60	262.40	29.74	239.78	49.50	1,759.68
10-Oct-18	680.24	162.05	0.00	355.11	0.00	171.40	2.40	1,400.42	18.30	704.88	65.39	493.98	97.01	4,151.18
16-Oct-18	460.64	152.38	0.00	261.18	0.00	111.32	0.00	982.83	15.60	462.57	51.60	341.33	0.00	2,839.45
23-Oct-18	761.64	104.55	0.00	256.59	0.00	117.83	0.00	953.88	16.50	457.30	37.06	214.04	0.00	2,919.39
31-Oct-18	630.89	165.50	0.00	307.88	0.00	150.05	1.20	1,152.15	23.10	565.19	56.68	247.23	0.00	3,299.87
06-Nov-18	413.63	92.70	0.00	198.79	0.00	139.35	0.00	777.92	22.50	387.54	34.21	180.43	0.00	2,247.07
13-Nov-18	558.53	139.10	0.00	250.45	10.60	194.40	0.00	953.37	21.30	455.01	43.80	215.76	0.00	2,842.32
20-Nov-18	578.68	92.45	0.00	247.31	12.85	185.34	0.00	938.89	16.80	466.69	50.07	211.64	0.00	2,800.72
30-Nov-18	812.66	185.00	0.00	660.89	18.85	256.70	1.40	1,509.11	26.70	712.43	77.31	349.20	0.00	4,610.25
11-Dec-18	765.45	161.21	0.00	336.91	14.45	241.47	0.00	1,348.05	21.60	631.36	71.71	316.81	0.00	3,909.02
18-Dec-18	752.91	91.00	0.00	240.15	11.95	111.23	1.05	965.48	16.50	452.60	45.20	225.66	0.00	2,913.73
25-Dec-18	523.77	101.85	0.00	197.15	8.50	87.31	0.80	812.24	13.50	371.37	32.28	188.36	0.00	2,337.13
31-Dec-18	564.90	78.90	0.00	501.27	9.20	117.85	0.00	984.88	15.90	455.52	20.44	242.20	0.00	2,991.06
Year to Date	12,625.22	3,049.72	0.00	7,055.53	86.40	3,351.11	10.70	24,748.17	351.60	11,916.07	1,124.95	6,863.50	710.17	71,893.14
31-Dec-18		15,674.94		7,141.93		3,361.81		25,099.77		13,041.02		7,573.67		71,893.14
Year to date	9,785.56	2,786.44	0.00	6,717.70	21.94	3,394.64	21.86	23,598.32	279.90	12,195.76	894.04	6,009.40	717.74	66,423.30
as at 31-Dec-17		12,572.00		6,739.64		3,416.50		23,878.22		13,089.80		6,727.14		66,423.30

EASTERN METROPOLITAN REGIONAL COUNCIL

2018/2019 YTD OTHER TONNAGES DISPOSED AT RED HILL WASTE MANAGEMENT FACILITY

Week Ending	Transfer Station	Class III Contaminated	Class IV Contaminated	Uncontaminated Greenwaste Transfer St	Uncontaminated Greenwaste Commercial	Other Commercials	Asbestos (Wrapped)	Hazelmere Wood, C & I Mattress	Total Other	Total Tonnages (Council & Other)
10-Jul-18	130.55	582.40	0.00	18.00	8.65	1,438.05	79.20	97.07	2,353.92	5,628.58
17-Jul-18	91.40	38.55	0.00	10.20	9.75	1,107.67	54.85	30.65	1,343.07	3,802.90
24-Jul-18	86.70	198.25	0.00	12.40	11.85	1,113.07	53.40	31.10	1,506.77	3,953.36
31-Jul-18	103.70	15.85	0.00	11.75	10.20	1,053.50	34.55	62.32	1,291.87	3,904.49
07-Aug-18	70.65	12.80	0.00	11.45	11.80	1,793.00	44.35	38.60	1,982.65	4,483.88
14-Aug-18	91.85	11.15	0.00	12.05	16.90	1,637.78	42.80	33.60	1,846.13	4,294.37
21-Aug-18	77.90	9.25	0.00	19.25	9.30	1,615.74	42.95	25.24	1,799.63	4,374.32
31-Aug-18	146.10	146.00	0.00	19.70	22.25	2,681.62	63.70	115.51	3,194.88	7,456.11
11-Sep-18	147.15	22.95	0.00	24.65	19.90	2,308.58	50.80	128.66	2,702.69	6,633.70
18-Sep-18	95.60	81.80	0.00	16.00	20.20	1,583.37	56.40	164.46	2,017.83	4,988.08
25-Sep-18	90.75	17.90	0.00	12.80	23.75	1,504.54	37.10	65.42	1,752.26	4,544.18
30-Sep-18	64.20	0.00	0.00	7.20	6.15	959.62	23.05	81.21	1,141.43	2,901.11
09-Oct-18	135.35	0.00	0.00	22.90	16.35	2,126.61	60.80	87.27	2,449.28	6,600.46
16-Oct-18	103.90	0.00	0.00	12.90	10.35	1,731.14	48.35	43.96	1,950.60	4,790.05
23-Oct-18	100.38	0.00	0.00	18.00	13.55	1,657.02	52.10	83.71	1,924.76	4,844.15
31-Oct-18	123.75	42.15	0.00	17.20	22.30	2,009.12	52.40	30.56	2,297.48	5,597.35
06-Nov-18	91.80	25.25	0.00	12.30	10.55	1,316.26	49.55	24.28	1,529.99	3,777.06
13-Nov-18	97.80	0.00	41.65	14.50	8.45	1,683.97	58.45	0.00	1,904.82	4,747.14
20-Nov-18	110.00	0.00	149.80	15.00	19.20	1,635.40	52.00	26.40	2,007.80	4,808.52
30-Nov-18	140.60	86.35	0.00	22.05	17.45	2,916.69	75.55	63.21	3,321.90	7,932.15
11-Dec-18	148.35	28.95	0.00	19.70	14.75	2,591.82	83.90	13.79	2,901.26	6,810.28
18-Dec-18	97.90	170.30	0.00	16.65	18.95	1,736.34	62.20	15.04	2,117.38	5,031.11
25-Dec-18	95.05	446.25	0.00	12.75	7.25	1,548.20	31.80	71.49	2,212.79	4,549.92
31-Dec-18	93.65	0.00	0.00	6.60	3.45	1,192.15	20.25	0.00	1,316.10	4,307.16
Year to date 31-Dec-18	2,535.08	1,936.15	191.45	366.00	333.30	40,941.26	1,230.50	1,333.55	48,867.29	120,760.43
Year to date as at 31-Dec-17	2,920.16	482.82	0.00	411.74	432.92	11,329.14	1,500.00	2,454.50	19,531.28	85,954.58

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Attachment 2 to TAC/Council 7-21 February 2019 Item 3.1

EASTERN METROPOLITAN REGIONAL COUNCIL

2018/2019 YTD TONNAGES EXPORTED FROM RED HILL WASTE MANAGEMENT FACILITY

Week Ending	Clay	Ferricrete	Filter / Laterite Rock	Recycled Material from Transfer Stn	Mulch	Soil Improver	Total
10-Jul-18	0.00	1,872.35	33.15	9.58	2.80	65.25	1,983.13
17-Jul-18	0.00	295.80	13.85	19.15	7.70	18.65	355.15
24-Jul-18	0.00	228.50	0.00	2.35	7.85	36.15	274.85
31-Jul-18	0.00	175.55	34.15	6.68	3.25	5.15	224.78
07-Aug-18	0.00	12.50	0.00	5.58	9.75	9.05	36.88
14-Aug-18	0.00	24.45	0.00	12.25	8.20	31.35	76.25
21-Aug-18	0.00	458.00	0.00	3.75	11.55	46.35	519.65
31-Aug-18	0.00	209.45	44.85	8.46	12.20	18.85	293.81
11-Sep-18	0.00	322.60	0.00	3.90	21.28	50.96	398.74
18-Sep-18	0.00	174.20	0.00	12.81	12.95	14.25	214.21
25-Sep-18	0.00	142.10	0.00	9.08	208.45	35.55	395.18
30-Sep-18	0.00	75.85	0.00	5.60	323.90	24.00	429.35
09-Oct-18	0.00	371.15	4.50	4.03	756.90	38.35	1,174.93
16-Oct-18	0.00	105.50	4.00	15.10	457.80	35.45	617.85
23-Oct-18	0.00	147.50	0.00	8.10	381.85	26.55	564.00
31-Oct-18	0.00	146.45	0.00	9.48	636.70	19.35	811.98
06-Nov-18	0.00	146.30	2.25	9.30	138.70	6.85	303.40
13-Nov-18	0.00	47.50	5.05	15.15	14.55	54.36	136.61
20-Nov-18	0.00	78.90	3.60	5.38	2.45	23.65	113.98
30-Nov-18	0.00	185.35	5.85	7.30	50.75	66.00	315.25
11-Dec-18	0.00	1,074.40	1.05	3.50	478.20	83.30	1,640.45
18-Dec-18	85.80	658.75	0.00	14.45	13.40	68.30	840.70
25-Dec-18	0.00	119.50	0.00	0.00	7.40	0.00	126.90
31-Dec-18	0.00	18.85	0.00	5.25	7.45	4.65	36.20
Year to date 31-Dec-18	85.80	7,091.50	152.30	196.23	3,576.03	782.37	11,884.23
Year to date as at 31-Dec-17	10.78	5,801.12	585.56	289.66	3,192.62	693.22	10,572.96

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**EASTERN METROPOLITAN REGIONAL COUNCIL
2018/2019 YTD - COUNCIL TONNAGES
Hazelmere Resource Recovery Park - Incoming Materials & Product Sales**

Month	Timber Recycling			C & I	Mattress Processing
	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-2018	1,141.26	1,365.78	10.64	78.84	1,190.00
Aug-2018	1,094.73	1,396.89	18.09	77.08	1,043.00
Sep-2018	834.28	754.44	28.19	86.76	1,163.00
Oct-2018	1,260.41	1,053.78	39.15	33.26	1,271.00
Nov-2018	1,248.44	900.00	32.02	23.54	1,072.00
Dec-2018	796.18	910.00	30.16	22.82	931.00
Year to Date	6,375.29	6,380.89	158.24	322.30	6,670.00
YTD Comparison previous year (December)	5,915.76	7,948.44	163.12	1,998.42	5,890.00
Previous Yr total 2017/2018	12,333.87	15,358.67	290.27	2,566.14	12,806.00



15 REPORTS OF COMMITTEES

15.1 CHIEF EXECUTIVE OFFICERS ADVISORY COMMITTEE MEETING HELD 5 FEBRUARY 2019 (REFER TO MINUTES OF COMMITTEE – MAUVE PAGES) REFERENCE: D2018/00129 (CEOAC) – D2019/02061

The minutes of the Chief Executive Officers Advisory Committee meeting held on **5 February 2019** accompany and form part of this agenda – (refer to mauve section of 'Minutes of Committees' for Council accompanying this Agenda).

QUESTIONS

The Chairman invited general questions from members on the minutes of the Chief Executive Officers Advisory Committee. Any questions relating to the confidential report will be dealt with under section 19 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 Chief Executive Officers Advisory Committee report (Section 15.1).

COUNCIL RESOLUTION(S)

MOVED CR POWELL

SECONDED CR WOLFF

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

CARRIED UNANIMOUSLY

CHIEF EXECUTIVE OFFICERS ADVISORY COMMITTEE

MINUTES

5 February 2019

(REF: D2019/00835(CEOAC) – D2019/02061)

A meeting of the Chief Executive Officers Advisory Committee was held at the EMRC Administration Office, 1st Floor, 226 Great Eastern Highway, BELMONT WA 6104 on **Tuesday, 5 February 2019**. The meeting commenced at **12:30pm**.

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1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Chairman opened the meeting at 12:30pm.

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

Committee Members

Ms Rhonda Hardy (Chairman)	Chief Executive Officer	City of Kalamunda
Mr Jonathan Throssell (Deputy Chairman)	Chief Executive Officer	Shire of Mundaring
Ms Peta Mabbs	Chief Executive Officer	Town of Bassendean
Mr John Christie	Chief Executive Officer	City of Belmont
Mr Mike Foley	Chief Executive Officer	City of Swan
Mrs Wendy Harris	Acting Chief Executive Officer	EMRC

Apologies

Mr Andrew Brien	Chief Executive Officer	City of Bayswater
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EMRC Officers

Ms Theresa Eckstein	Executive Assistant to Chief Executive Officer (Minutes)
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Visitors

Lisa Lough	Catalyse Pty Ltd
Saskia Valenti	Catalyse Pty Ltd

3 DISCLOSURE OF INTERESTS

Nil

4 ANNOUNCEMENTS BY THE CHAIRMAN OR PRESIDING MEMBER WITHOUT DISCUSSION

Nil

5 PETITIONS, DEPUTATIONS AND PRESENTATIONS

5.1 PRESENTATION BY CATALYSE ON THE OUTCOMES OF THE EMRC 2018 BIENNIAL STAKEHOLDER PERCEPTION SURVEY

Representatives from Planning and Research Consultancy, Catalyse provided a presentation on the findings of the Stakeholder Perception Survey 2019.

The survey was designed to collect robust and reliable data to support decision making and assist with the EMRC's strategic, business and communications planning. Presenters delivered a presentation on the survey's key findings and answered questions.

Discussion ensued on EMRC getting back to its core business, which is waste and how do we position ourselves going forward. The CEO's felt that the survey should be held every two years and not annually.

Lisa Lough and Saskia Valenti departed the meeting at 12:55pm.



6 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

6.1 MINUTES OF THE CHIEF EXECUTIVE OFFICERS ADVISORY COMMITTEE MEETING HELD ON 20 NOVEMBER 2018

That the minutes of the Chief Executive Officers Advisory Committee meeting held on 20 November 2018 which have been distributed, be confirmed.

CEOAC RESOLUTION(S)

MOVED MR THROSSELL SECONDED MR CHRISTIE

THAT THE MINUTES OF THE CHIEF EXECUTIVE OFFICERS ADVISORY COMMITTEE MEETING HELD ON 20 NOVEMBER 2018 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.

CARRIED UNANIMOUSLY

7 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

8 QUESTIONS BY MEMBERS WITHOUT NOTICE

Nil

9 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 item is covered in Section 15 of this agenda.

9.1 UPDATE ON THE REVIEW OF THE ESTABLISHMENT AGREEMENT

10 BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING

Nil



11 REPORTS OF EMPLOYEES

11.1 PROPOSED REGIONAL SERVICES CONSULTING RATES AND MISCELLANEOUS ADMINISTRATION FEES AND CHARGES FOR 2019/2020

REFERENCE: 2019/01224 (CEOAC) – D2019/02776

PURPOSE OF REPORT

The purpose of this report is to seek support of the proposed 2019/2020 Regional Services consulting rates, administration fees and charges and steam weeder hire charges for use in developing the draft 2019/2020 budget.

KEY POINTS AND RECOMMENDATION(S)

- Regional Services coordinates, facilitates, jointly funds and manages regionally significant projects that aim to improve social, economic and environmental outcomes for Perth's Eastern Region.
- For the 2019/2020 budget year, no consultancy rate increases are proposed. The proposed Regional Services consulting rates will be used to develop the draft 2018/2019 budget.
- In order to recover costs, a charge out rate was established for the hire of the steam weed machine by local governments and community groups in 2016/2017. No increases were applied in 2018/2019, and no increases have been recommended for 2019/2020.
- The administration fees for photocopying of documents provided to members of the public are unchanged from the previous year.

Recommendation(s)

That the proposed 2019/2020 Regional Services consulting rates and steam weeder hire charges and the EMRC's administration fees and charges, forming Attachment 1 and 2 to this report, be utilised in developing the draft 2019/2020 budget.

SOURCE OF REPORT

Acting Chief Executive Officer
Director Corporate Services

BACKGROUND

Consulting rates are reviewed on an annual basis as part of the preparation of the annual budget. The Regional Services consulting rates have evolved over time to meet the needs of the member Councils by providing a mix of rates based on the diversity of tasks and experience required to fulfil consulting activities. The rates have generally increased in accordance with CPI or marginally lower than CPI.

An administration fee for the photocopying of documents provided to members of the public was first introduced by Council on 19 April 2012 to take effect from 1 July 2012 (Ref: DMDOC/161596).



Item 11.1 continued

REPORT

The EMRC recognises the importance of maintaining reasonable charge out rates for member Councils to maintain the current levels of utilisation, in line with member Council budget expectations, as well as provide a service that is competitive in the marketplace.

Regional Services Consulting Rates

The proposed consulting rates will be used to develop the draft 2019/2020 budget and forms part of the Regional Services Project Funding Summary 2019/2020 which was presented to Council in December 2018.

It is recommended that the Regional Services consulting rates for 2019/2020 for member Councils remain unchanged, in order for the EMRC to continue to provide value to member Councils. The Schedule of Rates is shown as Attachment 1. It is also recommended that "Other Organisations Consulting Fees" are not increased as they remain in line with commercial consulting rates.

The rates are based around three levels of consultants in addition to Manager and Director. It is expected that most consulting activities would be undertaken by the Coordinators, Consultants and Project Officers in order to provide the best value for money proposition for member Councils.

Steam Weed Machine – Hire Fee

A fee was established for the hire of the steam weed machine on a cost recovery basis in 2016/2017 so that it could be hired out to local governments and community groups (refer Attachment 1). No increase is being recommended for 2019/2020.

Administration Fees and Charges – Photocopy Fees

Under section 6.16 of the *Local Government Act 1995*, a local government may impose and recover a fee or charge for any goods or service it provides, other than those for which a service charge is statutorily imposed. From time to time, the EMRC receives requests to provide photocopies of various materials including, but not limited to, agendas and minutes. The schedule of fees proposed to deliver this service for black and white and colour photocopying is shown in Attachment 2 and no increases are recommended on the previous year's fees.

STRATEGIC/POLICY IMPLICATIONS

Key Result Area 1 – Environmental Sustainability

- 1.5 To contribute towards improved regional air, water and land quality and regional biodiversity conservation and address climate change

Key Result Area 2 – Economic Development

- 2.1 To facilitate and advocate for increased investment in regional infrastructure
- 2.2 To facilitate and advocate for regional economic development activities
- 2.3 To facilitate regional cultural and recreational activities

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

The proposed rates will be used to develop the EMRC's 2019/2020 budget and Regional Services consulting activities for 2019/2020.



Item 11.1 continued

SUSTAINABILITY IMPLICATIONS

The rates being proposed for the EMRC member Councils have been designed to facilitate achievement of sustainable service delivery arrangements.

MEMBER COUNCIL IMPLICATIONS

Member Council	Implication Details
Town of Bassendean	} The Regional Services Consulting Rates are used annually to assist with the formulation of budgets and for member Councils to be able to utilise EMRC consultancy services as and when required.
City of Bayswater	
City of Belmont	
City of Kalamunda	
Shire of Mundaring	
City of Swan	

ATTACHMENT(S)

1. 2019/2020 Proposed Regional Services Consulting Rates and Steam Weed Machine Charges (Ref: D2019/02774)
2. 2019/2020 Administration Fees and Charges (Ref: D2019/02775)

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION(S)

That the proposed 2019/2020 Regional Services consulting rates and steam weeder hire charges and the EMRC's administration fees and charges, forming Attachment 1 and 2 to this report, be utilised in developing the draft 2019/2020 budget.

Mrs Harris gave a brief overview on the report and discussion ensued regarding the fees and charges. Mr Foley asked what income was generated from the fees and charges. Mrs Harris advised that it was minimal. Ms Hardy asked if it was worth writing a report or should it be added into the annual budget process.

Mrs Hardy added an additional recommendation.

CEOAC RECOMMENDATION(S)

MOVED MS HARDY

SECONDED MR FOLEY

That:

1. The proposed 2019/2020 regional services consulting rates and steam weeder hire charges and the EMRC's administration fees and charges, forming attachment 1 and 2 to this report, be utilised in developing the draft 2019/2020 budget.
2. Future reports on consulting rates are included in the EMRC's budget process, unless there is a significant change in direction for consulting service, which then requires CEOAC advice.

CARRIED UNANIMOUSLY



Item 11.1 continued

COUNCIL RESOLUTION(S)

MOVED CR POWELL

SECONDED CR WOLFF

THAT:

1. THE PROPOSED 2019/2020 REGIONAL SERVICES CONSULTING RATES AND STEAM WEEDER HIRE CHARGES AND THE EMRC'S ADMINISTRATION FEES AND CHARGES, FORMING ATTACHMENT 1 AND 2 TO THIS REPORT, BE UTILISED IN DEVELOPING THE DRAFT 2019/2020 BUDGET.
2. FUTURE REPORTS ON CONSULTING RATES ARE INCLUDED IN THE EMRC'S BUDGET PROCESS, UNLESS THERE IS A SIGNIFICANT CHANGE IN DIRECTION FOR CONSULTING SERVICE, WHICH THEN REQUIRES CEOAC ADVICE.

CARRIED UNANIMOUSLY

EASTERN METROPOLITAN REGIONAL COUNCIL
2019/2020 - REGIONAL SERVICES (ENVIRONMENTAL SERVICES & REGIONAL DEVELOPMENT) CONSULTING RATES

	Prior Year Rates					2019/2020 Rates		
	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	% Change	2019/2020
	(exc. GST)	(exc. GST)	(exc. GST)	(exc. GST)	(exc. GST)	(exc. GST)		(inc. GST)
	\$	\$	\$	\$	\$	\$		\$
<u>Member Council Consulting Fees</u>								
Consultant Director	\$108.00	\$111.00	\$111.00	\$111.00	\$111.00	\$111.00	0.00%	\$122.10
Consultant Manager	\$95.00	\$97.50	\$97.50	\$97.50	\$97.50	\$97.50	0.00%	\$107.25
Consultant Coordinator	\$82.00	\$84.00	\$84.00	\$84.00	\$84.00	\$84.00	0.00%	\$92.40
Consultant	\$74.00	\$76.00	\$76.00	\$76.00	\$76.00	\$76.00	0.00%	\$83.60
Project Officer	\$56.00	\$57.50	\$57.50	\$57.50	\$57.50	\$57.50	0.00%	\$63.25
<u>Other Organisations Consulting Fees</u>								
Consultant Director	\$187.50	\$187.50	\$187.50	\$187.50	\$187.50	\$187.50	0.00%	\$206.25
Consultant Manager	\$165.00	\$165.00	\$165.00	\$165.00	\$165.00	\$165.00	0.00%	\$181.50
Consultant Coordinator	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	0.00%	\$165.00
Consultant	\$125.00	\$125.00	\$125.00	\$125.00	\$125.00	\$125.00	0.00%	\$137.50
Project Officer	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	0.00%	\$110.00
<u>Hire Charges for Steam Weed Machine</u>								
<u>- Hire without an EMRC operator</u>								
Hourly Charge out rate (min 4 hrs applies)	N/A	N/A	\$18.87	\$18.87	\$18.87	\$18.87	0.00%	\$20.76
Daily rate	N/A	N/A	\$150.00	\$150.00	\$150.00	\$150.00	0.00%	\$165.00
<u>- EMRC Hourly Operator Charge</u>								
EMRC Operator (min 4 hrs applies)	N/A	N/A	\$57.50	\$57.50	\$57.50	\$57.50	0.00%	\$63.25

**EASTERN METROPOLITAN REGIONAL COUNCIL
2019/2020 - ADMINISTRATION FEES & CHARGES**

Details	\$ (Inclusive of GST)
<u>Photocopier Charges</u>	
Black & White A4 print	\$0.35 per page
Black & White A3 print	\$0.50 per page
Colour A4 print	\$0.45 per page
Colour A3 print	\$0.60 per page

11.2 'REFLECT' RECONCILIATION ACTION PLAN 2018 - 2019

REFERENCE: D2019/01294

The EMRC advises that Item 11.2 'Reflect' Reconciliation Action Plan 2018-2019 has been withdrawn.

The item will be included in the agenda for the next formal Chief Executive Officers Advisory Committee (CEOAC) meeting on Tuesday, 2 April 2019.

The additional time will allow for further consideration regarding the timeframe for the delivery of the outcomes identified.



11.3 ITEMS CONTAINED IN THE INFORMATION BULLETIN

REFERENCE: D2019/00836

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

1. REGIONAL SERVICES

- 1.1 REGIONAL SERVICES ACTIVITY REPORT OCTOBER TO DECEMBER 2018
(Ref: D2019/01499)
- 1.2 REGIONAL CONGESTION MANAGEMENT ACTION PLAN (Ref: D2019/01903)

RECOMMENDATION

That the Chief Executive Officers Advisory Committee notes the items contained in the Information Bulletin accompanying the 5 February 2019 Chief Executive Officers Advisory Committee Agenda.

CEOAC RESOLUTION

MOVED MR FOLEY

SECONDED HARDY

THAT THE CHIEF EXECUTIVE OFFICERS ADVISORY COMMITTEE NOTES THE ITEMS CONTAINED IN THE INFORMATION BULLETIN ACCOMPANYING THE 5 FEBRUARY 2019 CHIEF EXECUTIVE OFFICERS ADVISORY COMMITTEE AGENDA.

CARRIED UNANIMOUSLY



12 REPORTS OF DELEGATES

Nil

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

14 GENERAL BUSINESS

14.1 EVENTS IN THE REGION

Mayoral Dinner	City of Swan	4 May 2019
Mayoral Dinner	City of Kalamunda	20 July 2019

14.2 OTHER GENERAL BUSINESS

Nil

15 CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

RECOMMENDATION (Closing meeting to the public)

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

The meeting closed at 1:00pm.

CEOAC RESOLUTION

MOVED MR THROSSELL SECONDED MR FOLEY

THAT THE MEETING BE CLOSED TO MEMBERS OF THE PUBLIC IN ACCORDANCE WITH SECTION 5.23 (2) (C) OF *THE LOCAL GOVERNMENT ACT 1995* FOR THE PURPOSE OF DEALING WITH MATTERS OF A CONFIDENTIAL NATURE.

CARRIED UNANIMOUSLY

15.1 UPDATE ON THE REVIEW OF THE ESTABLISHMENT AGREEMENT

REFERENCE: D2019/01570

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

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

RECOMMENDATION [Meeting re-opened]

That the meeting be re-opened and the recommendations passed behind closed doors be recorded.

The meeting reopened at 1:25pm.



CEOAC RESOLUTION

MOVED MR THROSSELL SECONDED MR FOLEY

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

Recording of the recommendations passed behind closed doors, namely:

15.1 UPDATE ON THE REVIEW OF THE ESTABLISHMENT AGREEMENT

REFERENCE: D2019/01570

CEOAC RECOMMENDATION(S)

MOVED MR FOLEY SECONDED MR CHRISTIE

1. THAT THE COUNCIL NOT PURSUE ANY CHANGES TO THE ESTABLISHMENT AGREEMENT AT THIS TIME.
2. NOTES THE CHIEF EXECUTIVE OFFICERS ADVISORY COMMITTEE HAS WITHDRAWN THE INITIAL DRAFT RESPONSES TO THE ESTABLISHMENT AGREEMENT TO ALLOW FURTHER TIME FOR THE COMMITTEE TO FURTHER WORKSHOP THE RESPONSES IN MARCH 2019.

CARRIED UNANIMOUSLY

16 FUTURE MEETINGS OF THE CHIEF EXECUTIVE OFFICERS ADVISORY COMMITTEE

The next meeting of the Chief Executive Officers Advisory Committee will be held on **5 March 2019 (informal)** at the City of Belmont, 215 Wright Street, Cloverdale WA 6105 commencing at 12:30pm with lunch at 12noon.

Future Meetings 2019

Tuesday	5	March *	(informal)	at	City of Belmont
Tuesday	2	April		at	EMRC Administration Office
Tuesday	7	May	(informal)	at	City of Bayswater
Tuesday	4	June *		at	EMRC Administration Office
Tuesday	2	July	(informal)	at	Shire of Mundaring
Tuesday	6	August		at	EMRC Administration Office
Tuesday	3	September	(informal)	at	City of Kalamunda
Tuesday	8	October	(if required)	at	EMRC Administration Office
Tuesday	19	November		at	EMRC Administration Office

*** Please note the Monday prior to the March (informal) and June meetings is a Public Holiday.**

17 DECLARATION OF CLOSURE OF MEETING

There being no further business the meeting was closed at 1:35pm.



**15.2 TECHNICAL ADVISORY COMMITTEE MEETING HELD 7 FEBRUARY 2019
(REFER TO MINUTES OF COMMITTEE – YELLOW PAGES)
REFERENCE: D2019/01064 (TAC) – D2019/02060**

The minutes of the Technical Advisory Committee meeting held on **7 February 2019** accompany and form part of this agenda – (refer to yellow section of ‘Minutes of Committees’ for Council accompanying this Agenda).

QUESTIONS

The Chairman invited general questions from members on the minutes of the Technical 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 Technical Advisory Committee report (Section 15.2).

COUNCIL RESOLUTION(S)

MOVED CR LAVELL

SECONDED CR KOVALEVS

THAT COUNCIL ADOPTS THE RECOMMENDATIONS IN THE TECHNICAL ADVISORY COMMITTEE REPORTS (SECTION 15.2).

CARRIED UNANIMOUSLY

TECHNICAL ADVISORY COMMITTEE

MINUTES

7 February 2019

(REF: D2019/01064 (TAC) – D2019/02060)

A meeting of the Technical Advisory Committee was held at the EMRC Administration Office, 1st Floor, 226 Great Eastern Highway, BELMONT WA 6104 on **Thursday, 7 February 2019**. The meeting commenced at **4:04pm**.

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1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Acting Chief Executive Officer (A/CEO) opened the meeting at 4:04pm, welcomed those in attendance and acknowledged the traditional custodians of the land on which the meeting was held and paid respects to the elders past, present and future.

The A/CEO welcomed and congratulated the newly appointed Director Infrastructure Services from the City of Belmont, Mr Alan Sheridan to the meeting.

The A/CEO advised that due to the position title change, Mr Sheridan's appointment to the Committee will need to be endorsed by Council at its 21 February 2019 meeting.

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

Committee Members

Mr Simon Stewert-Dawkins (from 4:19pm)	Director Operational Services	Town of Bassendean
Mr Doug Pearson	Director Technical Services	City of Bayswater
Mr Brett Jackson	Director Asset Services	City of Kalamunda
Mr Jim Coten	Executive Manager Operations	City of Swan
Mrs Wendy Harris	Acting Chief Executive Officer	EMRC

EMRC Officers

Mr Stephen Fitzpatrick	Director Waste Services
Mr Hua Jer Liew	Director Corporate Services
Mr Dave Beresford	Manager Resource Recovery
Mr Stephen Conway	Manager Engineering & Waste Services
Ms Annette Rakich	Administration Officer (Minutes)

Observer(s)

Mr Alan Sheridan	Director Infrastructure Services	City of Belmont
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The A/CEO advised that, in accordance with section 3.3 of the EMRC Standing Orders and section 5.6(3) of the *Local Government Act 1995*, members are to choose someone present to preside at the meeting.

The A/CEO called for nominations for the appointment of a member to preside at the meeting.

Mr Pearson nominated Mr Coten. Mr Coten accepted the nomination and assumed the role of the Presiding Member at 4:05pm.



3 DISCLOSURE OF INTERESTS

Nil

4 ANNOUNCEMENTS BY THE CHAIRMAN OR PRESIDING MEMBER WITHOUT DISCUSSION

Nil

5 PETITIONS, DEPUTATIONS AND PRESENTATIONS

Nil

6 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

6.1 MINUTES OF THE TECHNICAL ADVISORY COMMITTEE MEETING HELD ON 22 NOVEMBER 2018

That the Minutes of the Technical Advisory Committee meeting held on 22 November 2018 which have been distributed, be confirmed.

TAC RESOLUTION(S)

MOVED MR JACKSON

SECONDED MR PEARSON

THAT THE MINUTES OF THE TECHNICAL ADVISORY COMMITTEE MEETING HELD ON 22 NOVEMBER 2018 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.

CARRIED UNANIMOUSLY

7 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

8 QUESTIONS BY MEMBERS WITHOUT NOTICE

Nil

9 ANNOUNCEMENT OF CONFIDENTIAL MATTERS FOR WHICH MEETINGS MAY BE CLOSED TO THE PUBLIC

Nil

10 BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING

Nil



11 REPORTS OF EMPLOYEES

11.1 TENDER 2018-006 SUPPLY OF ALTERNATIVE DAILY COVER

REFERENCE: D2019/01065 (TAC) – D20189/02821

PURPOSE OF REPORT

The purpose of this report is to advise Council of the results of the Tender 2018-006 for the supply and delivery of alternative daily cover for the Red Hill Waste Management Facility and recommend acceptance of the Tender from Odour Control Systems International (Australia) Limited.

KEY POINTS AND RECOMMENDATION(S)

- A tender for the supply and delivery of alternative daily cover slurry dry mixes was advertised on 24 November 2018.
- Tenders closed on 11 December 2018 with two (2) submissions being received.
- The tender called for the supply and delivery of mineral binders, fibres and adhesives to produce three (3) different slurries, each with their own durability and life span, suitable for use as Daily Cover, Intermediate Cover and Long-term Cover for the Red Hill Waste Management Facility.

Recommendations

That:

1. Council award Tender 2018-006 to Odour Control Systems International (Australia) Limited for the period 1 March 2019 to 28 February 2022 in accordance with their submitted Price Schedule attached to this report with an option of two (2) single year extensions, exercisable by the CEO subject to satisfactory performance.
2. The contract rates for Tender 2018-006 be adjusted annually using the Consumer Price Index for Perth for the previous twelve months.

SOURCE OF REPORT

Director Waste Services

BACKGROUND

The EMRC Red Hill operations have been using alternative daily cover to cover the exposed waste at the tip face at the end of each day for the last nine (9) years. The alternative daily cover is less than 5mm thick and reduces the use of clay for cover material at a thickness of about 300mm, thus saving on landfill airspace.

Tender 2012-11, awarded to Odour Control Systems for the supply of and delivery of alternative daily cover slurry for the Red Hill Waste Management Facility has come to the end of its term. As a result a new tender process had to be called.

REPORT

The Request for Tender, RFT 2018-006 for the the supply and delivery of mineral binders, fibres and adhesives to produce three (3) different slurries, each with their own durability and life span, suitable for use as Daily Cover, Intermediate Cover and Long-term Cover for the Red Hill Waste Management Facility was advertised on 24 November 2018.



Item 11.1 continued

By the closing date of 11 December 2018, two (2) submissions were received as follows:

- Envirofix Australia Pty Ltd; and
- Odour Control Systems International (Australia) Limited.

Rates were submitted by both tenderers for the supply of dry mix material for (1) Daily Cover, (2) Intermediate Cover and (3) Long-term Cover.

The submissions were assessed based on the following assessment criteria:

Assessment Criteria	Weighting
a) Demonstrated experience in completing similar projects/supply similar goods;	20%
b) A demonstrated understanding of the required tasks; and	20%
c) Tendered Price	60%

An assessment on the qualitative criteria and price was carried out by a panel, with each panellist independently scoring the tenders according to the evaluation matrix. The evaluation resulted in identifying Odour Control Systems International (Australia) Limited scoring highest in the overall ranking and the lowest priced tender.

Consequently, Odour Control Systems International (Australia) Limited is recommended as the preferred tenderer.

STRATEGIC IMPLICATIONS

Key Result Area 1 – Environmental Sustainability

- 1.1 To provide sustainable waste disposal operations
- 1.2 To Improve regional waste management
- 1.4 To investigate leading edge waste management practices

FINANCIAL IMPLICATIONS

The approximate total cost of this tender over the five (5) year period is \$972,850.00 (ex GST) which is provided for in the adopted 2018/2019 Annual Budget and subsequent years.

SUSTAINABILITY IMPLICATIONS

Providing daily cover for landfilled waste is important to reduce the environmental impact of the waste disposal operations, manage odour and wildlife impacts and is a condition of the EMRC's DWER licence at Red Hill. Alternative daily cover consumes significantly less airspace and clay than conventional daily cover, therefore extending the life of the landfill.



Item 11.1 continued

MEMBER COUNCIL IMPLICATIONS

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

ATTACHMENT(S)

Price Schedule (Ref: D2019/01885)

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION(S)

That:

1. Council award Tender 2018-006 to Odour Control Systems International (Australia) Limited for the period 1 March 2019 to 28 February 2022 in accordance with their submitted Price Schedule attached to this report with an option of two (2) single year extensions, exercisable by the CEO subject to satisfactory performance.
2. The contract rates for Tender 2018-006 be adjusted annually using the Consumer Price Index for Perth for the previous twelve months.

Discussion ensued

The Director Waste Services provided a brief overview of the report and highlighted the cost savings after research was undertaken after comparing other materials on the market.

TAC RECOMMENDATION(S)

MOVED MR JACKSON

SECONDED MR PEARSON

That:

1. Council award Tender 2018-006 to Odour Control Systems International (Australia) Limited for the period 1 March 2019 to 28 February 2022 in accordance with their submitted Price Schedule attached to this report with an option of two (2) single year extensions, exercisable by the CEO subject to satisfactory performance.
2. The contract rates for Tender 2018-006 be adjusted annually using the Consumer Price Index for Perth for the previous twelve months.

CARRIED UNANIMOUSLY



Item 11.1 continued

COUNCIL RESOLUTION(S)

MOVED CR LAVELL

SECONDED CR KOVALEVS

THAT:

1. COUNCIL AWARD TENDER 2018-006 TO ODOUR CONTROL SYSTEMS INTERNATIONAL (AUSTRALIA) LIMITED FOR THE PERIOD 1 MARCH 2019 TO 28 FEBRUARY 2022 IN ACCORDANCE WITH THEIR SUBMITTED PRICE SCHEDULE ATTACHED TO THIS REPORT WITH AN OPTION OF TWO (2) SINGLE YEAR EXTENSIONS, EXERCISABLE BY THE CEO SUBJECT TO SATISFACTORY PERFORMANCE.
2. THE CONTRACT RATES FOR TENDER 2018-006 BE ADJUSTED ANNUALLY USING THE CONSUMER PRICE INDEX FOR PERTH FOR THE PREVIOUS TWELVE MONTHS.

CARRIED UNANIMOUSLY



4.4.3 PRICE / INFORMATION SCHEDULES

4.4.3.1 PRICE SCHEDULE FOR DAILY COVER MIX

Alternative daily cover – dry material. Price Delivered Duty Paid (Incoterms 2010) to Red Hill Waste Management Facility			
Description of bag contents	Standard bag size (kg)	Number of bags per 3,785 ℓ liquid slurry	Price Tendered per bag (ex GST)
SuperCover	22.65 kg	3	165
Cellulose Mulch	22.65	10	\$42.00
3			\$
4			\$

4.4.3.2 INFORMATION SCHEDULE FOR DAILY COVER MIX

Item Description	
Volume of fresh water in 3,785 ℓ slurry	3785
Cost of dry mix per 3,785 ℓ slurry	\$ 915.00
Coverage per 3,785 ℓ slurry at standard application rate	2100m ² / 3,785 ℓ
Cost per square metre of coverage at standard application rate	\$ 0.436 m ²

4.4.3.3 PRICE SCHEDULE FOR INTERMEDIATE COVER MIX

Alternative daily cover – dry material. Price Delivered Duty Paid (Incoterms 2010) to Red Hill Waste Management Facility			
Description of bag contents	Standard bag size (kg)	Number of bags per 3,785 ℓ liquid slurry	Price Tendered (ex GST) per bag
ConCover SW	22.65	10	125
Cellulose Mulch	22.65	7	42
3			\$
4			\$

4.4.3.4 INFORMATION SCHEDULE FOR INTERMEDIATE COVER MIX

Item Description	
Volume of fresh water in 3,785 ℓ slurry	3785
Cost of dry mix per 3,785 ℓ slurry	\$ 1544
Coverage per 3,785 ℓ slurry at standard application rate	1250 m ² / 3,785 ℓ
Cost per square metre of coverage at standard application rate	\$ 1.24 m ²

4.4.3.5 PRICE SCHEDULE FOR LONG-TERM COVER MIX

Alternative daily cover – dry material. Price Delivered Duty Paid (Incoterms 2010) to Red Hill Waste Management Facility			
Description of bag contents	Standard bag size (kg)	Number of bags per 3,785 ℓ liquid slurry	Price Tendered (ex GST) per bag
ConCover 180	22.65	36	\$75
Cellulose Mulch	22.65	8	42
3			\$
4			\$

4.4.3.6 INFORMATION SCHEDULE FOR LONG-TERM COVER MIX

Item Description	
Volume of fresh water in 3,785 ℓ slurry	2274 ℓ
Cost of dry mix per 3,785 ℓ slurry	\$ 3036
Coverage per 3,785 ℓ slurry at standard application rate	1080 m ² / 3,785 ℓ
Cost per square metre of coverage at standard application rate	\$ 2.81 m ²



11.2 TENDER 2018-011 PROVISION OF LATERITIC CAPROCK QUARRYING SERVICE

REFERENCE: D2019/01211 (TAC) – D2019/11342

PURPOSE OF REPORT

The purpose of this report is to advise Council of the results of Tender 2018-011 for the provision of a lateritic caprock quarrying service and recommend acceptance of the Tender from B&J Catalano Pty Ltd.

KEY POINTS AND RECOMMENDATION(S)

- A tender for the provision of a quarrying service to excavate, remove and crush lateritic caprock at the Red Hill Waste Management Facility was advertised on 8 December 2018.
- Tenders closed on 8 January 2019 with two (2) complying submissions being received.
- The tender called for the provision of a quarrying service to excavate and remove caprock from future landfill cells, the crushing and screening of the caprock to required product specifications and the stockpiling of these products at nominated locations.

Recommendation(s)

That:

1. Council award Tender 2018-011 Provision of Lateritic Caprock Quarrying Service to B&J Catalano Pty Ltd at the listed rates forming the Attachment to this report, for the period 1 March 2019 to 28 February 2021, with an option for two (2) single year extensions, exercisable by the CEO subject to satisfactory performance.
2. The CEO be authorised to enter into a contract with B&J Catalano Pty Ltd in accordance with their submitted tender, subject to any minor variations that may be agreed on between the CEO and B&J Catalano Pty Ltd.
3. The contract rates for Tender 2018-011 Provision of Lateritic Caprock Quarrying Service are adjusted annually at each anniversary of the contract based on the Consumer Price Index for Perth over the previous twelve months.

SOURCE OF REPORT

Director Waste Services

BACKGROUND

As part of landfill development at the Red Hill Waste Management Facility, the EMRC excavates cells for the disposal of waste to ensure that there is always the capacity for waste to be landfilled. The site has a surface layer of lateritic caprock that must be removed and any cell excavation includes, in part, the excavation of caprock. The excavated caprock is crushed into ferricrete for use as a road construction material. The crushing specifications for ferricrete conform to Main Roads WA Specification 501. The income from the sale of the ferricrete offsets the cost of the caprock removal and crushing.

Tender 2018-011 is for the excavation of caprock, for the stockpiling of the rock and for the crushing, screening and stockpiling of material crushed to the product specifications as required. The tender is for an initial two (2) year period with an option for two (2) single year extensions, exercisable by the CEO subject to satisfactory performance.



Item 11.2 continued

REPORT

Tender 2018-011 for Caprock Removal and Crushing was advertised on 8 December 2018 and closed on 8 January 2019. Two (2) compliant submissions were received from:

- a) B&J Catalano Pty Ltd; and
- b) Palmer Civil Construction Pty Ltd.

Each submission was assessed by an Evaluation Panel based on the following criteria:

Compliance Criteria

Description of Compliance Criteria	Yes/No
(a) Compliance and completeness in completing Part 4, in particular the Offer Form in section 4.1, Qualitative Criteria in section 4.3.2 and Price Information in section 4.4, contained in this RFT.	Yes/No
(b) Compliance with the Conditions of Tendering for this Request.	Yes/No
(c) Compliance with the RFT closing date.	Yes/No
(d) Compliance with and completion of the Price Schedule.	Yes/No

Qualitative criteria

Description of Qualitative Criteria	Weighting
(a) Technical capabilities and capacity to provide service	15%
(b) Tenderer's Demonstrated Experience in providing similar service	15%
(c) Service Execution Methodology	15%
(d) OH&S Management.	10%
(e) Environmental Management	10%



Item 11.2 continued

Price Consideration

Criteria	Weighting
Tendered price	35%

After combining the weighted scores for both the qualitative criteria and price, B&J Catalano Pty Ltd represented the highest rated overall assessment.

Based on the Panel's evaluation, the tender from B&J Catalano Pty Ltd demonstrated the most advantageous submission and is considered to offer the best value for money.

It is recommended that the contract be awarded to B&J Catalano Pty Ltd for an initial contract period of two (2) years, at the Red Hill Waste Management Facility, as per the schedule of rates in their tender submissions (Attachment) with an option for two (2) single year extensions, exercisable by the CEO subject to satisfactory performance.

The contract rates are to be adjusted annually at each anniversary of the contract based on the consumer price index for Perth over the previous twelve months.

STRATEGIC/POLICY IMPLICATIONS

Key Result Area 1 – Environmental Sustainability

- 1.1 To provide sustainable waste disposal operations
- 1.4 To investigate leading edge waste management practices

FINANCIAL IMPLICATIONS

Provision has been made in the adopted 2018/2019 Annual Budget and subsequent years for the provision of caprock removal and crushing services. The budget provisions will be adjusted annually based on the expected number of campaigns and the tendered schedule of rates. It is anticipated that the value of the contract is estimated at \$2.587 million in the first two (2) years of the contract.

SUSTAINABILITY IMPLICATIONS

The removal and crushing of caprock programme is an important aspect of the EMRC's economic sustainability and waste operations.

MEMBER COUNCIL IMPLICATIONS

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



Item 11.2 continued

ATTACHMENT(S)

Schedule of Rates (Ref: D2019/02824)

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION(S)

That:

1. Council award Tender 2018-011 Provision of Lateritic Caprock Quarrying Service to B&J Catalano Pty Ltd at the listed rates forming the Attachment to this report, for the period 1 March 2019 to 28 February 2021, with an option for two (2) single year extensions, exercisable by the CEO subject to satisfactory performance.
2. The CEO be authorised to enter into a contract with B&J Catalano Pty Ltd in accordance with their submitted tender, subject to any minor variations that may be agreed on between the CEO and B&J Catalano Pty Ltd.
3. The contract rates for Tender 2018-011 Provision of Lateritic Caprock Quarrying Service are adjusted annually at each anniversary of the contract based on the Consumer Price Index for Perth over the previous twelve months.

Discussion ensued

Members requested the EMRC officers to review the tender process to increase the number of submissions to improve available options.

The Director Waste Services advised that there was a lot of interest on the website, however submissions were not presented and he will follow up with officers to review the tender process.

TAC RECOMMENDATION(S)

MOVED MR PEARSON

SECONDED MR JACKSON

That:

1. Council award Tender 2018-011 Provision of Lateritic Caprock Quarrying Service to B&J Catalano Pty Ltd at the listed rates forming the Attachment to this report, for the period 1 March 2019 to 28 February 2021, with an option for two (2) single year extensions, exercisable by the CEO subject to satisfactory performance.
2. The CEO be authorised to enter into a contract with B&J Catalano Pty Ltd in accordance with their submitted tender, subject to any minor variations that may be agreed on between the CEO and B&J Catalano Pty Ltd.
3. The contract rates for Tender 2018-011 Provision of Lateritic Caprock Quarrying Service are adjusted annually at each anniversary of the contract based on the Consumer Price Index for Perth over the previous twelve months.

CARRIED UNANIMOUSLY



Item 11.2 continued

COUNCIL RESOLUTION(S)


MOVED CR LAVELL

SECONDED CR KOVALEVS

THAT:

1. COUNCIL AWARD TENDER 2018-011 PROVISION OF LATERITIC CAPROCK QUARRYING SERVICE TO B&J CATALANO PTY LTD AT THE LISTED RATES FORMING THE ATTACHMENT TO THIS REPORT, FOR THE PERIOD 1 MARCH 2019 TO 28 FEBRUARY 2021, WITH AN OPTION FOR TWO (2) SINGLE YEAR EXTENSIONS, EXERCISABLE BY THE CEO SUBJECT TO SATISFACTORY PERFORMANCE.
2. THE CEO BE AUTHORISED TO ENTER INTO A CONTRACT WITH B&J CATALANO PTY LTD IN ACCORDANCE WITH THEIR SUBMITTED TENDER, SUBJECT TO ANY MINOR VARIATIONS THAT MAY BE AGREED ON BETWEEN THE CEO AND B&J CATALANO PTY LTD.
3. THE CONTRACT RATES FOR TENDER 2018-011 PROVISION OF LATERITIC CAPROCK QUARRYING SERVICE ARE ADJUSTED ANNUALLY AT EACH ANNIVERSARY OF THE CONTRACT BASED ON THE CONSUMER PRICE INDEX FOR PERTH OVER THE PREVIOUS TWELVE MONTHS.

CARRIED UNANIMOUSLY

 EMRC - RFT 2018-011 Lateritic Caprock Quarrying Service - Red Hill Price Schedule					
The contract/unit price/s includes all labour, plant and equipment, mobilisation and demobilisation of all equipment, attendants, driver/operator's wages, taxes (excluding GST), charges, fees, import duties, overheads, profit and all other things necessary to perform the Service in an efficient, effective and safe manner, including but not limited to spare parts, repairs and insurance. The contract/unit price/s shall not be subject to any rise and fall or fluctuation in exchange rates whatsoever for the first 12 months. All volumes are to be measured of crushed stockpiles of material meeting the Specification by a licensed surveyor on completion.					
Please only populate Yellow Highlighted column					
No.	Item Description	Tender Unit	Price / Unit Tendered (per m3) (ex GST)	GST Component	Price / Unit Tendered (per m3) (inc GST)
1	Clearing of vegetation	Ha	\$ 429.25	\$ 42.93	\$ 472.18
2	Stripping of topsoil	Ha	\$ 27,200.00	\$ 2,720.00	\$ 29,920.00
2A - Catalano alternative	Stripping of topsoil (including hauling up to 500m)	Ha	\$ 10,466.68	\$ 1,046.67	\$ 11,513.35
	Mobilisation and demobilisation	Mob & Demob per crushing run	\$ 19,852.73	\$ 1,985.27	\$ 21,838.00
BLASTING ONLY					
3	Blasting of Rock only. Assuming average thickness of 2.5m. Rock to be blasted so that no single rock is larger than 700mm (<10,000m ²)	m ²	\$ 13.20	\$ 1.32	\$ 14.52
4	Blasting of Rock only. Assuming average thickness of 2.5m. Rock to be blasted so that no single rock is larger than 700mm (10,000-20,000m ²)	m ²	\$ 12.60	\$ 1.26	\$ 13.86
5	Blasting of Rock only. Assuming average thickness of 2.5m. Rock to be blasted so that no single rock is larger than 700mm (20,000-50,000m ²)	m ²	\$ 11.90	\$ 1.19	\$ 13.09
6	Blasting of Rock only. Assuming average thickness of 2.5m. Rock to be blasted so that no single rock is larger than 700mm (>50,000m ²)	m ²	\$ 9.80	\$ 0.98	\$ 10.78
EXCAVATION ONLY					
7	Breaking, Excavation and stockpiling of Rock only using D11 Dozer or equivalent. (Including hauling up to 500m)	m ³	\$ 5.83	\$ 0.58	\$ 6.41
8	Excavation and stockpiling of blasted Rock only. (Including hauling up to 500m)	m ³	\$ 2.85	\$ 0.29	\$ 3.14
7A & 8A	Stand alone haulage	m ³	\$ 2.17	\$ 0.22	\$ 2.39
EXCAVATION AND CRUSHING					
9	Excavation, Crushing and stockpiling of Rock to produce Ferricrete to specification as set out in Section 9 of the Scope of Supply document using D11 Dozer or equivalent. (Including hauling up to 500m)	m ³	\$ 9.79	\$ 0.98	\$ 10.77
10	Excavation, Crushing and stockpiling of blasted Rock to produce Ferricrete to specification as set out in Section 9 of the Scope of Supply document (Including hauling up to 500m)	m ³	\$ 6.45	\$ 0.65	\$ 7.10
CRUSHING FROM STOCKPILED ROCK					
11	Excavation, Crushing and stockpiling of Rock to produce Ferricrete to specification as set out in Section 9 of the Scope of Supply document from stockpiled source rock (Including hauling up to 500m)	m ³	\$ 5.74	\$ 0.57	\$ 6.31
OTHER ROCK SIZES					
12	Crushing, screening and stockpiling of Rock to produce a 19mm product. (Including hauling up to 500m)	m ³	\$ 6.49	\$ 0.65	\$ 7.14
13	Crushing, screening and stockpiling of Rock to produce a 25mm product. (Including hauling up to 500m)	m ³	\$ 5.61	\$ 0.56	\$ 6.17
14	Crushing, screening and stockpiling of Rock to produce a 20mm-40mm product. (Including hauling up to 500m)	m ³	\$ 5.61	\$ 0.56	\$ 6.17
15	Crushing, screening and stockpiling of Rock to produce a 40mm-80mm product. (Including hauling up to 500m)	m ³	\$ 5.61	\$ 0.56	\$ 6.17
EXTRA HAULAGE					
16	Extra Hauling of product > 0.5 to 1.0 km to stockpile	m ³	\$ 0.44	\$ 0.04	\$ 0.48
17	Extra Hauling of product > 1.0 to 2.0 km to stockpile	m ³	\$ 1.33	\$ 0.13	\$ 1.46
18	Extra Hauling of product > 2.0 to 3.0 km to stockpile	m ³	\$ 2.21	\$ 0.22	\$ 2.43

*** The EMRC offers no guarantee of quantities.**



11.3 HAZELMERE WOODWASTE TO ENERGY PLANT, SUPERINTENDENT ROLE

REFERENCE: D2019/01574 (TAC) – D2019/02825

PURPOSE OF REPORT

The purpose of this report is to seek Council approval for the continuing consulting services of Monadelphous Engineering Associates Pty Ltd for Superintendent services on the Hazelmere Wood Waste to Energy Project.

KEY POINTS AND RECOMMENDATION(S)

- Monadelphous Engineering Associates Pty Ltd (Monadelphous) was appointed to the role of independent Superintendent for the Hazelmere Wood Waste to Energy Project in January 2018.
- Monadelphous have been carrying out this role diligently and assisting the EMRC's project team to monitor the progress of the project and manage the contractor.
- Due to contractor delays, the cost of using Monadelphous as independent Superintendent has almost reached the tender limit and their services will be needed for another four (4) to six (6) months when the project will reach practical completion and handover.
- The *Local Government Act 1995* (LGA) requires tenders to be publicly invited for contracts worth more than \$150,000.
- The *Local Government (Functions and General) Regulations 1996* however, state that where a local government has 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, then tenders do not need to be invited.
- Due to Monadelphous Engineering Associates Pty Ltd experience over the past 12 months superintending the contractor for the Hazelmere Wood Waste to Energy (WWTE) Project and the additional cost to change superintendent at this stage, it is suggested that in accordance with *Local Government (Functions and General) Regulations 1996* r.11(2)(f) that tenders not be invited on this occasion.

Recommendation(s)

That Council:

1. Acknowledges that because of Monadelphous Engineering Associates Pty Ltd existing involvement and experience, it has good reason to believe there is unlikely to be any other supplier who can provide a similar value for money outcome to complete the requirements of the contract Superintendent for the Hazelmere Wood Waste to Energy Project.
2. Notes the additional expenditure of consulting fees to the value indicated in the report, required to complete the superintending of the contract by Monadelphous Engineering Associates Pty Ltd, to be funded from the Secondary Waste Reserve.

SOURCE OF REPORT

Director Waste Services



Item 11.3 continued

BACKGROUND

In a confidential report to the 24 August 2017 meeting of Council it was resolved:

“*THAT*

1. *COUNCIL BY ABSOLUTE MAJORITY IN ACCORDANCE WITH SECTION 6.8(1) OF THE LOCAL GOVERNMENT ACT 1995 APPROVE A LOAN UP TO THE AMOUNT SPECIFIED IN THE REPORT TO ANSAC PTY LTD TO EXPEDITE THE COMPLETION OF THE WOOD WASTE TO ENERGY PLANT CONSTRUCTION AND COMMISSIONING, IF REQUIRED.*
2. *COUNCIL BY ABSOLUTE MAJORITY AUTHORISE THE CEO, IN CONSULTATION WITH THE CHAIRMAN, TO NEGOTIATE THE TERMS OF A LOAN TO ANSAC PTY LTD FOR AN AMOUNT SPECIFIED IN THE REPORT TO BE USED EXCLUSIVELY FOR THE COMPLETION OF THE HAZELMERE WOOD WASTE TO ENERGY PLANT.*
3. *THE REPORT AND ATTACHMENTS REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO”.*

The provision of loan funding to Anergy Australia Pty Ltd (Anergy) to expedite completion of the Hazelmere WWTE Plant commenced in January 2018 following execution of the loan agreement and the associated General Security Agreement and Specific Security Agreement. An independent Superintendent was appointed to oversee the contract completion and the administration of the loan funding to Anergy, as recommended by the EMRC’s legal advisor. The independent Superintendent appointed was from Monadelphous as a result of a Request for Quotation process.

REPORT

The EMRC’s independent Superintendent from Monadelphous has been overseeing the contract completion and the administration of the loan funding to Anergy for 13 months as at the end of January 2019. This is longer than was anticipated at the time of appointment of the Superintendent because of delays caused by Anergy in carrying out the contract works.

The current estimated date for practical completion of the contract works is April 2019, followed by commissioning and handover to the EMRC and its operation and maintenance contractor in June 2019. The cost of using Monadelphous for Superintendent services has almost reached the tender limit under the *Local Government Act 1995* and the independent Superintendent will be needed for another five (5) months to the handover stage of the plant.

Because of Monadelphous unique involvement as the independent contract Superintendent in the construction of the Hazelmere WWTE Project so far, their knowledge of the contractor (Anergy) and the actual contract, their continued involvement would provide the most efficient and effective outcome and value for money in the most timely manner, to complete the construction project. To use an alternative superintendent would only add additional delays in procuring this service, handover, up skilling and costs. The costs to complete the contract superintendent tasks using Monadelphous have been estimated at \$100,000 (ex GST) which will take it over the tender threshold of \$150,000 (ex GST).

In accordance with regulation 11(2)(f) of the *Functions and General Regulations of the Local Government Act 1995*, the EMRC has good reason to believe that, the use of Monadelphous is required for the contract works to be completed on the Hazelmere WWTE Project.



Item 11.3 continued

STRATEGIC/POLICY IMPLICATIONS

Key Result Area 1 – Environmental Sustainability

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

FINANCIAL IMPLICATIONS

Funds are allocated in the adopted Annual Budget for 2018/2019 under the Wood Waste to Energy Project (24410/03.JF) to undertake all consulting costs associated with the construction of the Hazelmere Wood Waste to Energy Plant.

SUSTAINABILITY IMPLICATIONS

The Hazelmere Wood Waste to Energy Plant is aimed at reducing greenhouse gas emissions from the EMRC's waste disposal operations and State programmes for reduction of waste to landfill.

MEMBER COUNCIL IMPLICATIONS

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

ATTACHMENT(S)

Nil

VOTING REQUIREMENT

Absolute Majority



Item 11.3 continued

RECOMMENDATION(S)

That Council:

1. Acknowledges that because of Monadelphous Engineering Associates Pty Ltd existing involvement and experience, it has good reason to believe there is unlikely to be any other supplier who can provide a similar value for money outcome to complete the requirements of the contract Superintendent for the Hazelmere Wood Waste to Energy Project.
2. Notes the additional expenditure of consulting fees to the value indicated in the report, required to complete the superintending of the contract by Monadelphous Engineering Associates Pty Ltd, to be funded from the Secondary Waste Reserve.

Discussion ensued

Mr Pearson enquired why the project has cost the EMRC \$150,000 over 13 months and yet over five (5) months the project has cost \$100,000. The Manager Resource Recovery informed members that, in that 13 month period, the Superintendent was working in a part-time capacity but since August 2018 the Superintendent has been working in a full-time capacity to supervise the project to completion.

TAC RECOMMENDATION(S)

MOVED MR JACKSON

SECONDED MR PEARSON

That Council:

1. Acknowledges that because of Monadelphous Engineering Associates Pty Ltd existing involvement and experience, it has good reason to believe there is unlikely to be any other supplier who can provide a similar value for money outcome to complete the requirements of the contract superintendent for the Hazelmere Wood Waste to Energy Project.
2. Notes the additional expenditure of consulting fees to the value indicated in the report, required to complete the superintending of the contract by Monadelphous Engineering Associates Pty Ltd, to be funded from the Secondary Waste Reserve.

CARRIED UNANIMOUSLY

COUNCIL RESOLUTION(S)

MOVED CR LAVELL

SECONDED CR KOVALEVS

THAT:

1. COUNCIL ACKNOWLEDGES THAT BECAUSE OF MONADELPHOUS ENGINEERING ASSOCIATES PTY LTD EXISTING INVOLVEMENT AND EXPERIENCE, IT HAS GOOD REASON TO BELIEVE THERE IS UNLIKELY TO BE ANY OTHER SUPPLIER WHO CAN PROVIDE A SIMILAR VALUE FOR MONEY OUTCOME TO COMPLETE THE REQUIREMENTS OF THE CONTRACT SUPERINTENDENT FOR THE HAZELMERE WOOD WASTE TO ENERGY PROJECT.
2. NOTES THE EXPENDITURE OF CONSULTING FEES TO THE VALUE INDICATED IN THE REPORT, REQUIRED TO COMPLETE THE SUPERINTENDING OF THE CONTRACT BY MONADELPHOUS ENGINEERING ASSOCIATES PTY LTD, TO BE FUNDED FROM THE SECONDARY WASTE RESERVE.

CARRIED UNANIMOUSLY



11.4 ITEMS CONTAINED IN THE INFORMATION BULLETIN

REFERENCE: Ref: D2019/01287

The following item is included in the Information Bulletin, which accompanies the Agenda.

1. WASTE SERVICES

1.1 COUNCIL TONNAGE COMPARISONS AS AT DECEMBER 2018 (Ref: D2019/01217)

RECOMMENDATION

That the Technical Advisory Committee notes the item contained in the Information Bulletin accompanying the 7 February 2019 Technical Advisory Committee Agenda.

TAC RESOLUTION(S)

MOVED MR PEARSON

SECONDED MR JACKSON

THAT THE TECHNICAL ADVISORY COMMITTEE NOTES THE ITEM CONTAINED IN THE INFORMATION BULLETIN ACCOMPANYING THE 7 FEBRUARY 2019 TECHNICAL ADVISORY COMMITTEE AGENDA.

CARRIED UNANIMOUSLY



11.5 TENDER 2018-003 HAZELMERE RESOURCE RECOVERY PARK WEIGHBRIDGE UPGRADE

REFERENCE: D2019/02350 (TAC) – D2019/02826

PURPOSE OF REPORT

The purpose of this report is to advise Council of the results of the Tender 2018-003 for the Hazelmere Resource Recovery Park Weighbridge Upgrade and recommend acceptance of the Tender from Accucorp Pty Ltd t/a Accuweigh Pty Ltd.

KEY POINTS AND RECOMMENDATION(S)

- A tender for Hazelmere Resource Recovery Park Weighbridge Upgrade was advertised on 1 August 2018.
- Tenders closed on 22 August 2018 with two (2) submissions being received.
- The tender called for the supply, installation and commissioning of a new weighbridge, disassembly, relocation and commissioning of the existing weighbridge, maintenance of both weighbridges for two years and the supply of spare parts.
- The tender was awarded to Accucorp Pty Ltd t/a Accuweigh Pty Ltd on 13 November 2018 by the CEO under delegated authority (delegation C5/2016).
- Post tender award contract variations on the weighbridge house will take the contract value above the CEO's delegated authority limit hence Council approval is required.

Recommendations

That:

1. Council endorses the award of Tender 2018-003 for Hazelmere Resource Recovery Park Weighbridge Upgrade to Accucorp Pty Ltd T/A Accuweigh Pty Ltd for the sum of \$370,445 (ex GST).
2. Council endorses the offer from Accucorp Pty Ltd T/A Accuweigh Pty Ltd to undertake weighbridge maintenance and calibration services for two (2) years for the sum of \$10,190 (ex GST).
3. Council endorses the supply of spare parts as per the Price Schedule attached to this report.
4. Council authorise a 15% contingency on the contract sum for contract variations for Tender 2018-003.

SOURCE OF REPORT

Director Waste Services

BACKGROUND

As part of the development of the Hazelmere Resource Recovery Park, an upgrade to the weighbridge system was required comprising of the supply and delivery of one (1) new weighbridge, relocation of the existing weighbridge and the design, supply and delivery of a new weighbridge office.

Tender 2018-003 was advertised in August 2018 with two (2) submissions being received. The EMRC evaluation panel assessed the two (2) conforming tenders from Accucorp Pty Ltd t/a Accuweigh and Mettler Toledo Pty Ltd against the Qualitative Criteria and Quantitative Criteria as follows:



Item 11.5 continued

Description of Qualitative Criteria	Weighting
(a) Technical compliance with the Specification	25%
(b) Tenderer's Demonstrated Experience	15%
(c) Project Execution Methodology.	10%
(d) OH&S Management.	10%

Quantitative Criteria

The tendered price was weighted at 40% of the evaluation.

After combining the weighted scores for both the qualitative criteria and prices, Accuweigh Pty Ltd presented the highest overall assessment and demonstrated the best value for money.

REPORT

The Hazelmere Weighbridge Upgrade tender contract was awarded to Accuweigh Pty Ltd in November 2018 for the sum of \$380,635.00 in three (3) separate order components:

1. Supply and Install one (1) new weighbridge and relocate existing weighbridge (\$290,810.00);
2. Supply and Install transportable weighbridge office (\$79,635.00); and
3. Two (2) year Operations and Maintenance service (\$10,190.82).

The contract value of \$380,635.00 (ex GST) was below the CEO's authorised limit (\$400,000.00 ex GST) under delegation C5/2016 and therefore did not require Council approval.

A contingency allowance of \$15,000 was included in the Weighbridge Upgrade portion of the purchase order taking the total authorised value to \$395,635.00 (ex GST).

The Contractor commenced work under the Contract in November 2018. As a result of a required change to the weighbridge office design to meet the EMRC's Disability Access Inclusion Plan, the office length was increased to ensure it met the building code. A further risk assessment of the design by the EMRC resulted in the recommended addition of an emergency exit being added and extra windows for increased natural light and ventilation. These changes have resulted in two (2) variations being received from the Contractor as follows:

1. Civil engineering variation for weighbridge footings - \$9,700.00 (ex GST) due to additional concrete, formwork and labour as a result of allowing for the gradient of the carriageway for surface water drainage, compared to the contract price for a horizontal building platform.
2. Building modifications and additional mounting plinth - \$21,408.20 (ex GST).

The result of these variations is that the contract value will increase to \$411,744.02 (ex GST) which exceeds the authority limit of the CEO.

Therefore Council approval is required for this tender before the second contract variation can be approved. Council approval is also requested for the maintenance and calibration services for two (2) years at a value of \$10,190 (ex GST) and the supply of spare parts as per the attached schedule (Attachment).

A contingency allowance of 15% of the contract value or \$57,095.25 (ex GST) is requested to cover the existing contract variations (\$31,108.20 (ex GST)) and any other minor variations that may be required.



Item 11.5 continued

STRATEGIC IMPLICATIONS

Key Result Area 1 – Environmental Sustainability

- 1.1 To provide sustainable waste disposal operations
- 1.2 To Improve regional waste management
- 1.4 To investigate leading edge waste management practices

FINANCIAL IMPLICATIONS

The cost of this tender is provided for in the adopted 2018/2019 Annual Budget and subsequent years.

SUSTAINABILITY IMPLICATIONS

Providing accurate and efficient operation of the Hazelmere Resource Recovery Park requires modern weighbridges and associated facilities to satisfy legal requirements for the receipt of waste materials and the despatch of products and byproducts.

MEMBER COUNCIL IMPLICATIONS

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

ATTACHMENT(S)

Spare Parts Price Schedule (Ref: D2019/02827)

VOTING REQUIREMENT

Simple Majority



Item 11.5 continued

RECOMMENDATION(S)

That:

1. Council endorses the award of Tender 2018-003 for Hazelmere Resource Recovery Park Weighbridge Upgrade to Accucorp Pty Ltd T/A Accuweigh Pty Ltd for the sum of \$370,445 (ex GST).
2. Council endorses the offer from Accucorp Pty Ltd T/A Accuweigh Pty Ltd to undertake weighbridge maintenance and calibration services for two (2) years for the sum of \$10,190 (ex GST).
3. Council endorses the supply of spare parts as per the Price Schedule attached to this report.
4. Council authorise a 15% contingency on the contract sum for contract variations for Tender 2018-003.

Mr Stewart-Dawkins entered the meeting at 4:19pm and extended his sincere apologies

TAC RECOMMENDATION(S)

MOVED MR STEWERT-DAWKINS SECONDED MR JACKSON

That:

1. Council endorses the award of Tender 2018-003 for Hazelmere Resource Recovery Park Weighbridge Upgrade to Accucorp Pty Ltd T/A Accuweigh Pty Ltd for the sum of \$370,445 (ex GST).
2. Council endorses the offer from Accucorp Pty Ltd T/A Accuweigh Pty Ltd to undertake weighbridge maintenance and calibration services for two (2) years for the sum of \$10,190 (ex GST).
3. Council endorses the supply of spare parts as per the Price Schedule attached to this report.
4. Council authorise a 15% contingency on the contract sum for contract variations for Tender 2018-003.

CARRIED UNANIMOUSLY

COUNCIL RESOLUTION(S)

MOVED CR LAVELL SECONDED CR KOVALEVS

THAT:

1. COUNCIL ENDORSES THE AWARD OF TENDER 2018-003 FOR HAZELMERE RESOURCE RECOVERY PARK WEIGHBRIDGE UPGRADE TO ACCUCORP PTY LTD T/A ACCUWEIGH PTY LTD FOR THE SUM OF \$370,445 (EX GST).
2. COUNCIL ENDORSES THE OFFER FROM ACCUCORP PTY LTD T/A ACCUWEIGH PTY LTD TO UNDERTAKE WEIGHBRIDGE MAINTENANCE AND CALIBRATION SERVICES FOR TWO (2) YEARS FOR THE SUM OF \$10,190 (EX GST).
3. COUNCIL ENDORSES THE SUPPLY OF SPARE PARTS AS PER THE PRICE SCHEDULE ATTACHED TO THIS REPORT.
4. COUNCIL AUTHORISE A 15% CONTINGENCY ON THE CONTRACT SUM FOR CONTRACT VARIATIONS FOR TENDER 2018- 003.

CARRIED UNANIMOUSLY

Spare Parts Schedule		
Description of Spare Parts	Manufacturer Part No.	Price
Weighbridge Digital Loadcells	ACC30TD	\$1,350.00
Weighbridge Digital Loadcell Top Cup	3783/K	\$59.00
Weighbridge Digital Loadcell Lower Cup	3873/L	\$79.00
Weighbridge Digital Junction Box	5200-014D	\$495.00
Weighbridge Digital Weight Indicator	IT1PM-D-AC	\$950.00
Weighbridge Digital Indicator (Multiple Deck)	16SYS001	\$2,180.00
Digital Scale Interface	18OPT103-FLI	\$418.75
Remote Weight Display	Aurora 45-SS	\$2,085.00
Note - All of these items are held in stock in our warehouse in Willetton, WA. There is no reason for EMRC to hold stock or be concerned about access to stock should items be needed.		



12 REPORTS OF DELEGATES

Nil

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

Nil

14 CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

Nil

15 FUTURE MEETINGS OF THE TECHNICAL ADVISORY COMMITTEE

The next meeting of the Technical Advisory Committee will be held on **Thursday 7 March 2019 (if required)** at the EMRC Administration Office, 1st Floor, Ascot Place, 226 Great Eastern Highway, Belmont WA 6104 commencing at 4:00pm.

Future Meetings 2019

Thursday	7	March	(if required)	at	EMRC Administration Office
Thursday	4	April	(if required)	at	EMRC Administration Office
Thursday	9	May	(if required)	at	EMRC Administration Office
Thursday	6	June	(if required)	at	EMRC Administration Office
Thursday	4	July	(if required)	at	EMRC Administration Office
Thursday	8	August	(if required)	at	EMRC Administration Office
Thursday	5	September	(if required)	at	EMRC Administration Office
Thursday	10	October	(if required)	at	EMRC Administration Office
Thursday	21	November (1:00pm)	(if required)	at	Red Hill Waste Management Facility

16 DECLARATION OF CLOSURE OF MEETING

There being no further business the meeting was closed at 4:20pm.



**15.3 RESOURCE RECOVERY COMMITTEE MEETING HELD 7 FEBRUARY 2019
(REFER TO MINUTES OF COMMITTEE – SAND PAGES)
REFERENCE: D2019/01424 (RRC) – D2019/02059**

The minutes of the Resource Recovery Committee meeting held on **7 February 2019** accompany and form part of this agenda – (refer to sand section of 'Minutes of Committees' for Council accompanying this Agenda).

QUESTIONS

The Chairman invited general questions from members on the minutes of the Resource Recovery Committee. Any questions relating to the confidential report will be dealt with under section 19 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 Resource Recovery Committee report (Section 15.3).

COUNCIL RESOLUTION(S)

MOVED CR WOLFF

SECONDED CR O'CONNOR

THAT COUNCIL ADOPTS THE RECOMMENDATIONS IN THE RESOURCE RECOVERY COMMITTEE REPORT (SECTION 15.3).

CARRIED UNANIMOUSLY

RESOURCE RECOVERY COMMITTEE

MINUTES

7 February 2019

(REF: D2019/01424 (TAC) – D2019/0259)

A meeting of the Resource Recovery Committee was held at the EMRC Administration Office, 1st Floor, 226 Great Eastern Highway, BELMONT WA 6104 on **Thursday 7 February 2019**. The meeting commenced at **5:00pm**.

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1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Chairman opened the meeting at 5:00pm and welcomed the newly appointed Director Infrastructure Services from the City of Belmont, Mr Alan Sheridan to the meeting.

The Chairman advised that due to the position title change, Mr Sheridan's appointment to the Committee will need to be endorsed by Council at its 21 February 2019 meeting.

The Chairman welcomed the visitors stated below and advised that they have been invited to answer any questions that may arise from members in relations to two (2) Confidential Items 14.1 and 14.2.

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

Committee Members

Cr Steve Wolff (Chairman)	EMRC Member	City of Belmont
Cr Melissa Mykytiuk (Deputy Chairman)	EMRC Member	Town of Bassendean
Cr Barry McKenna	EMRC Member	City of Bayswater
Cr Dylan O'Connor	EMRC Member	City of Kalamunda
Cr David Lavell	EMRC Member	Shire of Mundaring
Cr Adam Kovalevs	EMRC Member	City of Swan
Mr Simon Stewert-Dawkins	Director Operational Services	Town of Bassendean
Mr Doug Pearson	Director Technical Services	City of Bayswater
Mr Brett Jackson	Director Asset Services	City of Kalamunda
Mr Shane Purdy	Director Infrastructure Services	Shire of Mundaring
Mr Jim Coten	Executive Manager Operations	City of Swan
Mrs Wendy Harris	Acting Chief Executive Officer	EMRC

EMRC Officers

Mr Stephen Fitzpatrick	Director Waste Services
Mr Hua Jer Liew	Director Corporate Services
Mr Dave Beresford	Manager Resource Recovery
Mr Stephen Conway	Manager Engineering & Waste Services
Ms Annette Rakich	Administration Support Officer (Minutes)

Observer(s)

Mr Alan Sheridan	Director Infrastructure Services	City of Belmont
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Visitor(s)

Mr Jason Pugh	Chief Executive Officer	New Energy Corporation
Mr Raj Aggarwal	Associate Director	Tribe Infrastructure Group
Mr Rob Rohrlach	Director	YEOMAN

3 DISCLOSURE OF INTERESTS

Nil



4 ANNOUNCEMENTS BY THE CHAIRMAN OR PRESIDING MEMBER WITHOUT DISCUSSION

Nil

5 PETITIONS, DEPUTATIONS AND PRESENTATIONS

Nil

6 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

6.1 MINUTES OF THE RESOURCE RECOVERY COMMITTEE MEETING HELD ON 22 NOVEMBER 2018

That the Minutes of the Resource Recovery Committee meeting held on 22 November 2018 which have been distributed, be confirmed.

RRC RESOLUTION(S)

MOVED CR KOVALEVS SECONDED CR MYKYTIUK

THAT THE MINUTES OF THE RESOURCE RECOVERY COMMITTEE MEETING HELD ON 22 NOVEMBER 2018 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.

CARRIED UNANIMOUSLY

7 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

8 QUESTIONS BY MEMBERS WITHOUT NOTICE

Nil

9 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 14 of this agenda.

- 9.1 DRAFT MEMORANDUM OF UNDERSTANDING – RENEWABLE ENERGY POWER PURCHASE AGREEMENT
- 9.2 RESOURCE RECOVERY FACILITY UPDATE
- 9.3 LIQUID WASTE PROJECT, RED HILL WASTE MANAGEMENT FACILITY

10 BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING

Nil



11 REPORTS OF EMPLOYEES

11.1 2019 AUSTRALIAN LANDFILL AND TRANSFER STATIONS CONFERENCE

REFERENCE: D2019/01555 (TAC) – D2019/02833

PURPOSE OF REPORT

The purpose of this report is to advise Council that the biennial 2019 Australian Landfill and Transfer Stations Conference is being held from 26-29 March 2019 in Brisbane and to seek nominations from any Councillors who may wish to attend.

KEY POINTS AND RECOMMENDATION(S)

- The 2019 Australian Landfill and Transfer Stations Conference is a biennial conference hosted by the Waste Management and Resource Recovery Association of Australia (WMRR) previously the Waste Management Association of Australia (WMAA).
- The overall topics for the Conference include landfill closure and operations; design challenges and lessons learned; linear design and construction quality assurance; policy and regulation; transfer station development and landfill leachate case studies; procurement; landfill leachate studies; carbon and landfill gas.
- Early bird savings on registration are available if booked before 12 February 2019 however, the WMRR will extend the early bird registration until the day after the 21 February 2019 Council meeting.

Recommendation(s)

That Councillor(s) be registered to attend the 2019 Australian Landfill and Transfer Stations Conference being held in Brisbane from 26 to 29 March 2019.

SOURCE OF REPORT

Director Waste Services.

BACKGROUND

Councillors together with officers have attended previous Landfill and Transfer Stations Conferences.

At its meeting of 21 May 2015, Council resolved:

“THAT COUNCILLOR(S) CUCCARO AND LINDSEY BE REGISTERED TO ATTEND THE 6TH AUSTRALIAN LANDFILL AND TRANSFER STATIONS CONFERENCE AND EXPO BEING HELD IN CANBERRA FROM 27 TO 30 JULY 2015.”

REPORT

The Waste Management and Resource Recovery Association of Australia (WMRR), previously the Waste Management Association of Australia (WMAA), has announced that the biennial 2019 Australian Landfill and Transfer Stations Conference will be held from 26 to 29 March 2019 at the Pullman Mercure Brisbane, Queensland, details of which are contained within Attachment 2.

Landfills and Transfer Stations play an integral role in the waste management industry, providing avenues for materials aggregation and separation, resource recovery, and final disposal. The innovation, design, operation, regulation and safety of these facilities are all paramount to the services they offer and the future growth areas where services can be expanded and efficiencies gained.



Item 11.1 continued

Running across four (4) full days the Conference will include workshops, a technical tour and two days of sessions covering topics such as:

- Landfill Closure and Operations;
- Design Challenges and Lessons Learned;
- Innovation in Transfer Station Operations;
- Linear Design and Construction Quality Assurance (CQA);
- Policy and Regulation;
- Landfill Leachate and Transfer Station Development Case Studies;
- Procurement; and
- Carbon and landfill gas (LFG)

Workshops will be held on Tuesday 26 March 2019 followed by conference papers on Wednesday and Thursday 27 and 28 March 2019 and then the technical tour on Friday, 29 March 2019 (refer attachment 2).

The focus of the 2019 conference is to draw out experiences from industry and government demonstrating that landfills and transfer stations are an essential infrastructure for the management of waste in today's society, as well as for future generations.

The conference topics align to current and future work being undertaken by the EMRC at the Red Hill Waste Management Facility and Hazelmere Resource Recovery Park.

For attending the full conference and pre-conference activities from 26 to 29 March 2019, the "early bird" discounted cost is estimated to be \$4,175 per attendee based on; conference registration fee package 1 – all activities, inclusive of return airfares Perth to Brisbane (costing at the time of research), five (5) nights' accommodation, incidental expenses and meals. The early bird rate closes on 12 February 2019 however, an extension has been requested for after the 21 February 2019 Council meeting.

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

Key Result Area 3 – Good Governance

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

EMRC Policy – Conference Policies

- 6.1 Member Conference, Seminar and Study Tour Attendance Policy
- 6.2 Reimbursement of Expenses – Appointed Members and Staff – Conferences, Seminars, and Other Events Policy

FINANCIAL IMPLICATIONS

Each year funds are budgeted for Councillor and EMRC officer attendance at conferences.



Item 11.1 continued

SUSTAINABILITY IMPLICATIONS

Nil

MEMBER COUNCIL IMPLICATIONS

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

ATTACHMENT(S)

1. Conference Assessment Form (Ref: D2019/01560)
2. 2019 Australian Landfill and Transfer Stations - Conference Program (Ref: D2019/01561)

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION(S)

That Councillor(s) be registered to attend the 2019 Australian Landfill & Transfer Stations Conference being held in Brisbane from 26 to 29 March 2019.

RRC RECOMMENDATION(S)

MOVED CR MCKENNA SECONDED CR O'CONNOR

That Councillor(s) Lavell be registered to attend the 2019 Australian Landfill & Transfer Stations Conference being held in Brisbane from 26 to 29 March 2019.

CARRIED UNANIMOUSLY

COUNCIL RESOLUTION(S)

MOVED CR WOLFF SECONDED CR O'CONNOR

THAT COUNCILLOR(S) LAVELL BE REGISTERED TO ATTEND THE 2019 AUSTRALIAN LANDFILL & TRANSFER STATIONS CONFERENCE BEING HELD IN BRISBANE FROM 26 TO 29 MARCH 2019.

CARRIED UNANIMOUSLY



EASTERN METROPOLITAN REGIONAL COUNCIL

CONFERENCE ASSESSMENT FORM

CONFERENCE DETAILS: 2019 Australian Landfill and Transfer Stations Conference

ORGANISING BODY: Waste Management and Resource Recovery Association of Australia (WMRR)

LOCATION/ DATE: Brisbane, Queensland 26-29 March 2019

THEME: Landfill and Transfer Stations

ESTIMATED COST/ PERSON: \$2,100 per person for Early Bird Registration Package 1: All Activities

ESTIMATED TOTAL COST: \$4,175 per person inclusive of conference registration, accommodation, return airfares (at the time of research), incidental expenses and meals

ASSESSMENT CRITERIA	FACTOR		
	LOW (1)	MED (2)	HIGH (3)
Current/ Future Direction			X
Council Objective			X
Topical/ Relevant			X
Business Objective		X	
Historic/ Expected Attendance		X	
* Other Sources of Information		X	
Content Similarity		X	
TOTAL			17/21

* Low score means high availability of data.

	Y	N
Conference Report Required? (✓)	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Recommendation: That Councillors and Officers attend

Prepared By: Director Waste Services

Acting Chief Executive Officer: _____

McBlane



2019 AUSTRALIAN
Landfill AND
Transfer Stations

CONFERENCE 26-29 MARCH 2019 • PULLMAN MERCURE, BRISBANE QLD

WMRR
WASTE MANAGEMENT & RECOVERY ASSOCIATION AUSTRALIA

TUESDAY, 26 MARCH 2019

Time			
0830-1630	Workshop A Successful use of Geosynthetics in Containment Systems (Materials, Design and & CQA)	0830-1630	Workshop B Managing Leachate and the impact of Emerging Contaminants
1830-2030	Welcome Drinks		

WEDNESDAY, 27 MARCH 2019

Time			
0830	Welcome & housekeeping		
0840	Welcome to Country		
0850	Official Opening		
0905	Keynote: Peter Kjeldsen - The effect of waste to energy and advanced resource recovery on landfill waste disposal: a European experience		
0950	Keynote: Kerry Rowe - Developments in understanding the issue of Geosynthetics in Waste Management and Containment		
1045	Morning Tea		
	Session 1: Landfill Closure	Session 2: Policy & Regulation	
1115	Fraser Daly - Talis Consultants Maximising historical landfill end uses	1115	Paul Lightbody - Mockinya Consulting 10 years on - Revising the SA Landfill Guidelines
1135	Ruby Michael - Cities Research Institute - Griffith University & Richard Yeates Plant selection for Queensland landfill caps: emerging trends and methods	1135	Mike Ritchie - Mike Ritchie and Associates Pty Ltd t/a MRA Consulting Group The Federation is failing us
1155	Speaker to be confirmed	1155	Mal Jones - ATC Williams Landfill Rehabilitation Liabilities – Queensland Local Government Perspective
1215	Siamak Paulson - Golder Associates Pty Ltd Risks and Rewards of Developing a Decommissioned Landfill into a Transfer Station focusing on the Capping System Design	1215	Dylan Walker - Qld Department of Environment and Science Where does all the data go? Queensland trends in recycling and waste across the years
1235	Thomas Rainger - GHD Py Ltd Lifecycle assessment of phytocaps: making sense of everyone's two cents.	1235	Speaker to be confirmed
1255	Lunch		



2019 AUSTRALIAN



Landfill AND Transfer Stations

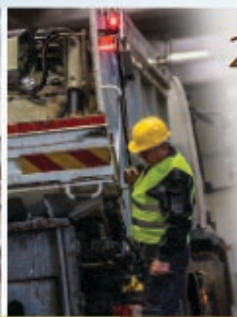
CONFERENCE

26-29 MARCH 2019 • PULLMAN MERCURE, BRISBANE QLD

Session 3: Landfill Operations		Session 4: Procurement	
1355	Simon Clay - Wyndham City Council Understanding subsurface fires and engaging the community: A case study	1355	Lacey Webb - Mandalay Tech The Levy is Coming: A review of the QLD waste levy and it's opportunities for standardisation
1420	Mark Winsor - Kimbriki Environmental Enterprises Pty Ltd Prudent Provisioning for Closure/Post-Closure Costs	1420	Speaker to be confirmed
1440	Miljenko Pavlinic - Gympie Regional Council Is an uncontrolled landfill "Open Dump" really the cheapest disposal method? - Gympie Regional Council Experience	1440	Troy Uren - Successful procurement of Waste Management by Local Government
1500	Afternoon Tea		
Session 5: Design Challenges & Lessons Learned		Session 6: Innovation in Transfer Station Operations	
1530	Andrew Green - Golder Associates Pty Ltd An overview of construction costs for landfill cells and landfill closure	1530	Naaman Shibi - Techs4biz Australia - Paperless Inspections using mobile devices Mobile Devices and paperless safety application - the next step for safety of staff
1550	Rowan Cossins - ATC Williams Delivering multiple For Tender phytocap closure designs in the Toowoomba Region – what we learned	1550	Andrea Baldwin - Albury City Council Paving the Weigh – Albury City Council leads the way in resource recovery
1610	Chris Nivison-Smith - GHD Spray-applied geomembranes – utilising seamless solutions for landfill re-developments	1610	Speaker to be confirmed
1630	James Begg - Golder Associates Pty Ltd Impact of Severe Cyclone Debbie on Hogan's Pocket Landfill and Technical Challenges of Management and Repairs	1630	Justin Jones - JustWaste Transfer Stations or better yet Resource Recovery Parks
1650	Liza Du Preez - Golder Associates Pty Ltd Infrastructure development over old landfills: What to do with the gas?	1650	Nick Brown - ATC Williams Pty Ltd Flat Floor Transfer Stations for Resource Recovery
1710	Day 1 Close		
1830-2230 Conference Dinner			

THURSDAY, 28 MARCH 2019

Time	
0900	Welcome & housekeeping
0910	Day 2 Opening
0920	Keynote: Emerging Contaminants and Leachate Management
1000	Keynote: Kent von Maubeuge - Geosynthetic barriers in regulations and recommendations in line with the design guides
1040	Morning Tea



2019 AUSTRALIAN



Landfill AND Transfer Stations

CONFERENCE

26-29 MARCH 2019 • PULLMAN MERCURE, BRISBANE QLD

Session 7: Liner Design & CQA		Session 8: Transfer Station Development Case Studies	
1110	Speaker to be confirmed	1110	Garrett Hall - Golder Associates Pty Ltd The optimisation and siting of RRC infrastructure across regional municipal Councils
1130	Tanja Blazeka Kojc - GHD Pty Ltd Landfill Construction Quality Assurance – Victorian experience	1130	John Cavanagh - Tuncurry Waste Management Centre – Redevelopment
1150	Fred Gassner - Golder Associates Experience with Material CQA Testing Results	1150	Michael Alexander - Cessnock City Council Game Changer
1210	Don Richardson - Golder Associates Bituminous geomembranes as an option for containment liners on side slopes and ponds - learnings from case studies	1210	Speaker to be confirmed
1230	Warren Hornsey - TRI Pty Ltd Cushion Testing of Geosynthetics	1230	Michael Strickland - KTS Recycling and WM Waste Management Services Evolving From Waste Transfer to Resource Recovery
1250	Lunch		
Session 9: Landfill Leachate Case Studies (Stuart)		Session 10: Carbon & LFG (Paul)	
1350	Stuart Dever - Kimbriki Environmental Enterprises Pty Ltd Design and Development of a Leachate Treatment Plant at the Kimbriki Resource Recovery Centre	1350	Peter Kjeldsen - Department of Environmental Engineering, Technical University of Denmark (DTU), Denmark Current status of landfill gas emissions measurement and bio-oxidation systems in Europe
1410	Harini Pani - BeneTerra Landfill leachate characteristics, management and treatment alternatives	1410	Speaker to be confirmed
1430	Philip Henderson - Coffey An innovative solution to Landfill Leachate Treatment on a site with limited space using Vegetated Wetlands	1430	Sze-Fei Peng - Tonkin + Taylor Landfill Gas Systems - Masterplanning for the Future
1450	Juan Riveros - Senversa Pty Ltd Case Study - PFAS Contaminated Soils/Material Containment Structure	1450	Sean Blythe - ENGV Group & Mathieu Lefebvre - WAGA Energy Australia's emerging Renewable Natural Gas market turning a waste gas problem into a total energy solution
1510	Kathrine Goldsmith - Mindarie Regional Council Multi-Pronged approach to the Challenges of Landfill Leachate	1510	Aidan Marsh - Biogas Systems Australia Hazardous ground gas risk assessment - improvements and lessons learned using high frequency in situ gas analysers
1530	Conference wrap up and closing remarks Nigel Ruxton, Program Convener		
1540	Conference close		

FRIDAY, 29 MARCH 2019

Time	
0900-1500	Technical Tours

DELEGATE REGISTRATION FORM ²⁴⁵

2019 Australian Landfill and Transfer Stations Conference

26-29 March 2019 • Pullman & Mercure, Brisbane QLD



Waste Management and Resource Recovery Association of Australia Ltd • Suite 4.08, 10 Century Circuit, Baulkham Hills NSW 2153
02 8746 5000 • info@wmrr.asn.au • WMRR ABN: 78 071 897 848

Please complete one form for each delegate. Forms will not be processed without payment and acceptance of Terms & Conditions (see payment section).
For student rates and forms please phone the WMRR Office on 02 8746 5000. To receive member rates, you MUST enter your WMRR member number.

DELEGATE INFORMATION Please print clearly and include your name as you would like it to appear on your delegate name badge

WMRR Membership Number: _____

Surname: _____ Title: _____ Given Name: _____

Organisation: _____ Position: _____

Mailing Address: _____

City: _____ State: _____ Postcode: _____ Country: _____

Phone: (_____) _____ Mobile: _____

Email: _____

Dietary Requirements (specify): _____

If you have a disability and require special equipment or services, please attach a written description of your needs.

Delegate List Consent: A list containing name, organisation and position will be available and issued to delegates, exhibitors and sponsors.
Tick this box if you are happy to be included in this list.

ABOUT YOU

Please tick the box that best describes your role

- | | |
|--------------------------------------|---|
| <input type="checkbox"/> Manager | <input type="checkbox"/> Director |
| <input type="checkbox"/> Coordinator | <input type="checkbox"/> Officer |
| <input type="checkbox"/> Technical | <input type="checkbox"/> Elected representative |

Please tick the box that best describes your organisation

- | | |
|--|---|
| <input type="checkbox"/> Consultant | <input type="checkbox"/> Education / research |
| <input type="checkbox"/> Federal Government | <input type="checkbox"/> State Government |
| <input type="checkbox"/> Local Government | <input type="checkbox"/> Utilities & infrastructure |
| <input type="checkbox"/> Equipment supplier / manufacturer | <input type="checkbox"/> Manufacturers |
| <input type="checkbox"/> Waste management / recycling | <input type="checkbox"/> Media |
| <input type="checkbox"/> NGO | <input type="checkbox"/> Other: _____ |

TERMS AND CONDITIONS / CANCELLATIONS Forms will not be processed without acceptance of terms and conditions

- Full payment is due at time of registration. For any other form of payment contact WMRR Events to discuss
- Cancellations must be notified in writing to WMRR Events. Cancellations received prior to the **12 March 2019** will receive a full refund less a \$150 administration charge. Refunds **WILL NOT** be issued for cancellations received on or after **13 March 2019**. Substitutions within organisations are welcome without penalty, however fees will apply for additional package inclusion.
- WMRR does not disclose any personal information to third parties without prior consent.

I have read and accept these Terms and Conditions (please sign) _____

JOIN WMRR AND SAVE \$\$\$ ON YOUR REGISTRATION

For more information and application forms go to call 02 8746 5000 or email info@wmrr.asn.au

→
PLEASE GO TO PAGE 2

DELEGATE NAME: _____

CONFERENCE REGISTRATION All amounts include GST

Early-Bird Registration Closes 12 February 2019. Late Registration Fees apply from 13 March 2019

Please tick	Early Bird until 12 Feb		13 Feb - 12 Mar	
	Member	Non Member	Member	Non Member
<input type="checkbox"/> Package 1: All Activities Inclusions: • Attendance at conference sessions and trade exhibition • Morning teas, lunches and afternoon teas • Workshop A or B (Tues 26 March) • Welcome Function (Tues 26 March) • Conference Dinner (Wed 27 March) • Technical Tour (Fri 29 March) • Access to presentations post-conference • Link to download the conference app	\$1,580	\$2,100	\$1,780	\$2,300
Please indicate which workshop you wish to attend: <input type="checkbox"/> Workshop A OR <input type="checkbox"/> Workshop B				
<input type="checkbox"/> Package 2 (No Workshop) Inclusions: • Attendance at conference sessions and trade exhibition • Morning teas, lunches and afternoon teas • Welcome Function (Tues 26 March) • Conference Dinner (Wed 27 March) • Technical Tour (Fri 29 March) • Access to presentations post-conference • Link to download the conference app <input type="checkbox"/>	\$1,240	\$1,600	\$1,440	\$1,800
<input type="checkbox"/> Package 3 Registration (No Workshop or Tour) Inclusions: • Attendance at conference sessions and trade exhibition • Morning teas, lunches and afternoon teas • Welcome Function (Tues 28 March) • Conference Dinner (Wed 29 March) • Access to presentations post-conference • Link to download the conference app	\$1,120	\$1,450	\$1,320	\$1,650

Or select individual items below to create your own registration package

<input type="checkbox"/> Two Day Registration Inclusions: • Attendance at conference sessions and trade exhibition • Morning teas, lunches and afternoon teas • Access to presentations post-conference • Link to download the conference app	\$900	\$1,230	\$1,100	\$1,430
<input type="checkbox"/> One Day Registration Inclusions: • Attendance at conference sessions and trade exhibition on selected day • Morning teas, lunches and afternoon teas • Access to presentations post-conference • Link to download the conference app	\$500	\$665	\$600	\$765
Please indicate which day you wish to attend: <input type="checkbox"/> Wed 27 March OR <input type="checkbox"/> Thu 28 March				
<input type="checkbox"/> Workshop Only (Tues 26 Mar) Workshop A _____ OR Workshop B _____	\$350	\$515	\$350	\$515
_____ Conference Dinner Only (Wed 27 Mar)	\$180	\$180	\$180	\$180
_____ Technical Tour Only (Wed 29 Mar)	\$130	\$160	\$130	\$160

TOTAL \$ _____

PAYMENT Please note, forms will not be processed without payment by credit card or an official purchase order

TOTAL FEES PAYABLE: \$ _____

 EFT (please email your purchase order with the registration form) Credit Card MasterCard VisaCard # Expiry Date: /

Cardholder Name: _____ Signature: _____ Date: ____/____/____

Payments can be made by Visa or Mastercard, a 0.8% Merchant Fee will apply.

ACCOMMODATIONFor rates and booking please visit: <https://events.ozaccom.com.au/2019-australian-landfill-transfer-station-conference/accommodation/Site/Register>PLEASE RETURN COMPLETED FORMS TO: office@wmrr.asn.au

For registration enquiries: 02 8746 5000



12 REPORTS OF DELEGATES

Nil

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

Nil

14 CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

RECOMMENDATION (Closing meeting to the public)

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

RRC RESOLUTION

MOVED CR MYKYTIUK SECONDED CR LAVELL

THAT THE MEETING BE CLOSED TO MEMBERS OF THE PUBLIC IN ACCORDANCE WITH SECTION 5.23 (2)(C) 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 5:05pm.

The Director Waste Services, Director Corporate Services, Manager Resource Recovery, Manager Engineering and Waste Operations, Mr Pugh, Chief Executive Officer from New Energy Corporation, Mr Aggarwal, Associate Director from Tribe Infrastructure Group, Mr Rohrlach, Director from Yeoman and the Administration Officer Waste Services remained in the Council Chambers.

14.1 DRAFT MEMORANDUM OF UNDERSTANDING – RENEWABLE POWER ENERGY PURCHASE AGREEMENT

REFERENCE: D2019/01428

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

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

Mr Rohrlach departed the meeting at 5:25pm.



14.2 RESOURCE RECOVERY FACILITY UPDATE

REFERENCE: D2019/01428

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

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

Mr Pugh and Mr Aggarwal departed the meeting at 5:29pm.

14.3 LIQUID WASTE PROJECT, RED HILL WASTE MANAGEMENT FACILITY

REFERENCE: D2019/01562

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

The Committee 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.

RRC RESOLUTION

MOVED CR KOVALEVS SECONDED MR STEWERT-DAWKINS

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 of the meeting were re-opened at 5.55pm.

Recording of the recommendations passed behind closed doors, namely:

14.1 DRAFT MEMORANDUM OF UNDERSTANDING – RENEWABLE POWER ENERGY PURCHASE AGREEMENT

REFERENCE: D2019/01428

RRC RECOMMENDATION(S)

MOVED CR LAVELL SECONDED CR KOVALEVS

That:

1. Council approves in principle the development of a draft memorandum of understanding between the EMRC, the RRF participating member Councils and Hitachi Zosen Inova (HZI) Consortium for the supply of renewable energy from the East Rockingham Resource Recovery Facility.
2. The report remains confidential and be certified by the Chairman and CEO.

CARRIED 10/2



14.2 RESOURCE RECOVERY FACILITY UPDATE

REFERENCE: D2019/01428

RRC RECOMMENDATION(S)

MOVED MR COTEN

SECONDED CR KOVALEVS

That:

1. Council notes the Contractor's advice that Financial Close for the East Rockingham Resource Recovery Facility (RRF) Project may not be reached by 14 March 2019 as specified in the Waste Supply Agreement.
2. Council grants an extension of time for the Contractor to achieve Financial Close until 30 June 2019.
3. Council authorises the CEO to grant further extensions of time to the Contractor for Financial Close as required.
4. The report remains confidential and be certified by the Chairman and CEO.

CARRIED UNANIMOUSLY

14.3 LIQUID WASTE PROJECT, RED HILL WASTE MANAGEMENT FACILITY

REFERENCE: D2019/01562

RRC RECOMMENDATION(S)

MOVED CR O'CONNOR

SECONDED CR LAVELL

That:

1. The Business Plan for the proposed Liquid Waste Project at the Red Hill Waste Management Facility attached to this report be endorsed.
2. Council acknowledge that the Liquid Waste Project is a Continuing Project and Service under the EMRC Establishment Agreement.
3. The report and attachment remains confidential and be certified by the Chairman and CEO.

CARRIED UNANIMOUSLY

The Chairman prompted Councillors and Officers who have not yet RSVP'd to the Bunbury Harvey Regional Council FOGO Facility tour to refer to Ms Rakich after the meeting.

15 FUTURE MEETINGS OF THE RESOURCE RECOVERY COMMITTEE

The next meeting of the Resource Recovery Committee will be held on **Thursday, 7 March 2019 (if required)** at the EMRC Administration Office, 1st Floor, Ascot Place, 226 Great Eastern Highway, Belmont WA 6104 commencing at 5:00pm.



Item 15 continued

Future Meetings 2019

Thursday	7	March	(if required)	at	EMRC Administration Office
Thursday	4	April	(if required)	at	EMRC Administration Office
Thursday	9	May	(if required)	at	EMRC Administration Office
Thursday	6	June	(if required)	at	EMRC Administration Office
Thursday	4	July	(if required)	at	EMRC Administration Office
Thursday	8	August	(if required)	at	EMRC Administration Office
Thursday	5	September	(if required)	at	EMRC Administration Office
Thursday	10	October	(if required)	at	EMRC Administration Office
Thursday	21	November	(if required)	at	EMRC Administration Office

16 DECLARATION OF CLOSURE OF MEETING

There being no further business the meeting was closed at 5:56pm.



**15.4 INVESTMENT COMMITTEE MEETING HELD 7 FEBRUARY 2019
(REFER TO MINUTES OF COMMITTEE – BLUE PAGES)
REFERENCE: D2019/17023 (IC) – D2019/02062**

The minutes of the Investment Committee meeting held on **7 February 2019** accompany and form part of this agenda – (refer to blue section of 'Minutes of Committees' for Council accompanying this Agenda).

QUESTIONS

The Chairman invited general questions from members on the reports of the Investment Committee.

RECOMMENDATION(S)

That with the exception of items, which are to be withdrawn and dealt with separately, Council adopts the recommendation in the Investment Committee report (Section 15.4).

RECOMMENDATION(S)

That with the exception of items, which are to be withdrawn and dealt with separately, Council adopts the recommendations in the Investment Committee report (section 15.4).

COUNCIL RESOLUTION(S)

MOVED CR WILSON

SECONDED CR LAVELL

THAT COUNCIL ADOPTS THE RECOMMENDATIONS IN THE INVESTMENT COMMITTEE REPORT (SECTION 15.4).

CARRIED UNANIMOUSLY

INVESTMENT COMMITTEE

MINUTES

7 February 2019

(REF: D2018/17023 (IC) – D2019/02062)

A meeting of the Investment Committee was held at the EMRC Administration Office, 1st Floor, 226 Great Eastern Highway, BELMONT WA 6104 on **Thursday, 7 February 2019**. The meeting commenced at **6:30pm**.

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1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Acting Chief Executive Officer opened the meeting at 6:30pm, welcomed members and Mr Erik Gates from Prudential Investment Services and acknowledged the traditional custodians of the land on which the meeting was held and paid respect to the elders past, present and future.

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

Councillor Attendance

Cr Jai Wilson	EMRC Member	City of Bassendean
Cr Barry McKenna	EMRC Member	City of Bayswater
Cr Janet Powell	EMRC Member	City of Belmont
Cr Geoff Stallard	EMRC Member	City of Kalamunda
Cr David Lavell	EMRC Member	Shire of Mundaring
Cr Adam Kovalevs	EMRC Member	City of Swan

EMRC Officers

Mrs Wendy Harris	Acting Chief Executive Officer
Mr Hua Jer Liew	Director Corporate Services
Mr David Ameduri	Manager Financial Services
Mrs Annie Hughes-d'Aeth	Personal Assistant to Director Corporate Services (Minutes)

Visitor(s)

Mr Erik Gates	Prudential Investment Services
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3 DISCLOSURE OF INTERESTS

3.1 CR BARRY MCKENNA – INTEREST AFFECTING IMPARTIALITY

Item:	14.1
Subject:	Review of The Management of Investment Policy
Nature of Interest:	Chairman of Bayswater Community Financial Services – Bendigo Bank

3.2 WENDY HARRIS – ACTING CHIEF EXECUTIVE OFFICER – FINANCIAL INTEREST

Item:	14.1
Subject:	Review of The Management of Investment Policy
Nature of Interest:	Board Member of Gingin Districts Community Financial Services (Bendigo Bank)

3.3 HUA JER LIEW – DIRECTOR CORPORATE SERVICES – FINANCIAL INTEREST

Item:	14.1
Subject:	Review of The Management of Investment Policy
Nature of Interest:	Officer has direct financial interest due to direct ownership of banking shares as well as indirect interest through superannuation funds. Officer has declared these in his Annual Return.

4 ANNOUNCEMENTS BY THE CHAIRMAN OR PRESIDING MEMBER WITHOUT DISCUSSION

Nil



5 ELECTION OF CHAIRMAN AND DEPUTY CHAIRMAN OF THE INVESTMENT COMMITTEE (IC)

5.1 ELECTION OF A CHAIRMAN OF THE INVESTMENT COMMITTEE (IC)

REFERENCE: D2018/17026 (IC) – D2019/02714

PURPOSE OF REPORT

The purpose of this report is to provide for an election to be conducted for the Office of Chairman of the Investment Committee (IC).

KEY POINTS AND RECOMMENDATION(S)

- It is a statutory requirement that the Committee elects a Chairman at the first meeting of the Investment Committee (IC) after an Ordinary Council elections day.

Recommendation(s)

That the members of the Investment Committee elect a Chairman.

SOURCE OF REPORT

Director Corporate Services

BACKGROUND

At the Special Meeting of Council held on Thursday 9 November 2017, the EMRC Chairman and Deputy Chairman were elected and members to the EMRC Committees were appointed.

IC MEMBERS 2017 - 2019

The following members were appointed to the IC at the Special Meeting of Council held on 9 November 2017:

EMRC Member	Cr Jai Wilson	Town of Bassendean
EMRC Member	Cr Barry McKenna	City of Bayswater
EMRC Member	Cr Janet Powell	City of Belmont
EMRC Member	Cr Geoff Stallard	City of Kalamunda
EMRC Member	Cr David Lavell	Shire of Mundaring
EMRC Member	Cr Adam Kovalevs	City of Swan



Item 5.1 continued

REPORT

The Acting CEO will preside at the meeting until the Office of Chairman of the Investment Committee is filled.

In accordance with section 5.12(1) of the *Local Government Act 1995*, (the Act) the members of a committee are to elect a presiding member from amongst themselves in accordance with Schedule 2.3, Division 1.

It is a requirement of Schedule 2.3 of the Act that the election is conducted by the Chief Executive Officer (CEO) and the nominations for the Office are to be given to the Acting CEO in writing before the meeting or during the meeting before the close of nominations. Furthermore, if a member is nominated by another member the Acting CEO is not to accept the nomination unless the nominee has advised the Acting CEO, orally or in writing, that he or she is willing to be nominated for the Office. Members are to vote on the matter by secret ballot.

The procedure outlined in Schedule 2.3 of the Act will be followed if there is an equality of votes.

The following material accompanies the agenda for this meeting as a means of assisting members of the Committee to nominate themselves or another member for the Office of Chairman of the IC:

1. Investment Committee Terms of Reference;
2. A blank nomination form for the Office of Chairman of the IC, nominate oneself;
3. A blank nomination form for the Office of Chairman of the IC, nominate another; and
4. A blank ballot paper for Election of Chairman of the IC.

Ballot papers will be made available prior to voting.

The completed nomination forms are to be given to the Acting CEO before the meeting or when the Acting CEO calls for them when dealing with this item at the meeting.

STRATEGIC/POLICY IMPLICATIONS

Council Policy 2.1 provides for the establishment of the Investment Committee.

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 5.1 continued

MEMBER COUNCIL IMPLICATIONS

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

ATTACHMENT(S)

1. Investment Committee Terms of Reference (Ref: D2019/02699)
2. A blank nomination form for the Office of Chairman of the IC, nominate oneself (Ref: D2019/02705)
3. A blank nomination form for the Office of Chairman of the IC, nominate another (Ref: D2019/02705)
4. Ballot Paper – Election of IC Chairman (Ref: D2018/02703)

VOTING REQUIREMENT

Secret Ballot

RECOMMENDATION(S)

That the members of the Investment Committee elect a Chairman.

The Acting Chief Executive Officer advised that no nominations for the Office of Chairman of the IC had been received and called for nominations.

Cr Lavell nominated Cr Wilson who accepted the nomination.

No further nominations were received and the Acting Chief Executive Officer closed nominations.

ANNOUNCEMENT: OF THE OFFICE OF CHAIRMAN

The Acting Chief Executive Officer declared Cr Wilson, Chairman of the IC from 7 February 2019 until the next Local Government Elections in 2019.

The Acting Chief Executive Officer congratulated Cr Wilson and vacated the chair at 6:33pm.

At 6:33pm, Cr Wilson took the Chair.

TERMS OF REFERENCE
INVESTMENT COMMITTEE

1. OBJECTIVES OF COMMITTEE

The Investment Committee (IC) is a formally appointed committee of Council and is responsible to that body. It has been established to deal with matters related to EMRC's Management of Investment Policy.

1.1. The Committee's role is to:

- (a) Report to Council and provide appropriate advice and recommendations on matters relevant to its terms of reference in order to facilitate decision-making by Council in relation to the discharge of its responsibilities.
- (b) Carry out its functions and fulfil its responsibilities as required by the Local Government Act 1995 and associated regulations, guidelines and protocols of the Council which are relevant to the Committee.
- (c) The Committee will only have those executive powers as specifically delegated to it.

2. RESPONSIBILITIES

2.1 The Investment Committee shall have the following functions:

- (a) To consider amendments to and revision of Policy 3.3 Management of Investment Policy;
- (b) To deal with matters referred to the committee, by the Chief Executive Officer (CEO), under Policy 3.3 Management of Investment Policy; and
- (c) To deal with legal and other matters associated with the Grange Securities Ltd / Lehman Investment Mandate Agreement (3 March 2005) as referred to the Committee by the CEO or Council.

3. MEMBERSHIP:

3.1 The Investment Committee will comprise of Council members only.

3.2 Deputy members of the Committee will not be appointed.

3.3 Members will be appointed for a period of two years following each ordinary Council election.

4. MEETINGS

- 4.1 The Committee shall meet as required, convened at the discretion of the Chairperson.

5. OPERATING PROCEDURES

- 5.1 All meetings of the IC are to be conducted in accordance with the Local Government Act 1995, associated Regulations and the *EMRC Standing Orders Local Law 1998*.
- 5.2 A quorum for a meeting of the Committee shall be at least 50% of the number of offices (whether vacant or not) of member of the Committee.
- 5.3 Voting
- (a) All decisions of the Committee shall be made on the basis of a simple majority decision of the members present or, if another kind of majority has been prescribed by regulations for the particular kind of decision, by that kind of majority.
 - (b) If the decision results in a tied vote, the person presiding is to cast a second vote.
 - (c) Persons other than Committee members are not entitled to cast a vote.
 - (d) All other aspects related to voting procedure shall be consistent with relevant sections of the *EMRC Standing Orders Local Law 1998*.
- 5.4 Other EMRC staff may attend meetings, at the discretion of the Chief Executive Officer to provide advice and information when required.

6. REPORTING

- 6.1 The Committee shall after every meeting forward the minutes of that meeting to the next Ordinary Meeting of Council, including a report explaining any specific recommendations and key outcomes.

7. DELEGATED POWER

- 7.1 The Investment Committee has only those delegated powers and duties of Council associated with the EMRC Investment Portfolio, that have not been delegated to the CEO inclusive of, but not limited to:
- (a) The acceptance of tenders for the provision of advice and services; and
 - (b) To deal with any legal proceedings that may need to be initiated.

Related Documentation:

Policy 2.1 Committees of Council

Policy 3.3 Management of Investments Policy

EMRC Standing Orders Local Law 2013

EMRC Code of Conduct

Administration:

Adopted / Reviewed by Council: 23 September 2010
18 September 2014
06 December 2018

Next Review: Following the Ordinary Elections in 2021

Responsible Directorate Corporate Services



Nomination for Chairman of the Investment Committee

To the Acting Chief Executive Officer

I hereby nominate myself, _____ for the position of Chairman of the Eastern Metropolitan Regional Council Investment Committee for the term of Office commencing on the date of the election and continuing until the next ordinary elections day and/or other circumstances occur in accordance with section 5.11 of the *Local Government Act 1995*.

Signed: _____

Date: _____



Nomination for Chairman of the Investment Committee

To the Acting Chief Executive Officer

I hereby nominate _____ for the position of Chairman of the Eastern Metropolitan Regional Council Investment Committee for the term of Office commencing on the date of the election and continuing until the next ordinary elections day and/or other circumstances occur in accordance with section 5.11 of the *Local Government Act 1995*.

Signed: _____

Date: _____

*I _____ hereby certify that I accept the above nomination to the position of Chairman of the Eastern Metropolitan Regional Council Investment Committee.

Signed: _____

Date: _____

*This certificate is to be completed when a Representative is nominated by another Representative.



**Eastern Metropolitan Regional Council
Investment Committee
Thursday 7 February 2019**

**BALLOT PAPER FOR THE
ELECTION OF THE
INVESTMENT COMMITTEE CHAIRMAN**

HOW TO VOTE

Place a tick in the box next to the candidate you want to elect.

Do not make any other marks on the ballot paper.

First Name, Last Name

First Name, Last Name

First Name, Last Name



5.2 ELECTION OF A DEPUTY CHAIRMAN OF THE INVESTMENT COMMITTEE (IC)

REFERENCE: D2018/17025 (IC) – D2019/02715

PURPOSE OF REPORT

The purpose of this report is to provide for an election to be conducted for the Office of Deputy Chairman of the Investment Committee (IC).

KEY POINTS AND RECOMMENDATION(S)

- In accordance with section 5.12(2) of the *Local Government Act 1995*, the members of a committee may elect a deputy presiding member from amongst themselves.

Recommendation(s)

That the members of the Investment Committee elect a Deputy Chairman.

SOURCE OF REPORT

Director Corporate Services

BACKGROUND

At the Special Meeting of Council held on Thursday 9 November 2017, the EMRC Chairman and Deputy Chairman were elected and members to the EMRC Committees were appointed.

IC MEMBERS 2017 - 2019

The following members were appointed to the IC at the Special Meeting of Council held on 9 November 2017:

EMRC Member	Cr Jai Wilson	Town of Bassendean
EMRC Member	Cr Barry McKenna	City of Bayswater
EMRC Member	Cr Janet Powell	City of Belmont
EMRC Member	Cr Geoff Stallard	City of Kalamunda
EMRC Member	Cr David Lavell	Shire of Mundaring
EMRC Member	Cr Adam Kovalevs	City of Swan



Item 5.2 continued

REPORT

In accordance with section 5.12(2) of the *Local Government Act 1995*, (the Act) the members of a committee may elect a deputy presiding member from amongst themselves.

It is a requirement of Schedule 2.3 of the Act that the election of the Deputy Chairman is conducted by the Chairman and the nominations for the Office are to be given to the Acting Chief Executive Officer (CEO) in writing before the meeting or the Chairman during the meeting before the close of nominations. Furthermore, if a member is nominated by another member, the Chairman is not to accept the nomination unless the nominee has advised the Chairman, orally or in writing, that he or she is willing to be nominated for the Office. Members are to vote on the matter by secret ballot.

The procedure outlined in Schedule 2.3 of the Act will be followed if there is an equality of votes.

The following material accompanies the agenda for this meeting as a means of assisting members of the Committee to nominate themselves or another member for the Office of Deputy Chairman of the IC:

1. A blank nomination form for the Office of Deputy Chairman of the IC, nominate oneself;
2. A blank nomination form for the Office of Deputy Chairman of the IC, nominate another; and
3. A blank ballot paper for Election of Deputy Chairman of the IC.

Ballot papers will be made available prior to voting.

The completed nomination forms are to be given to the Acting CEO before the meeting or when called for by the Chairman when dealing with this item at the meeting.

STRATEGIC/POLICY IMPLICATIONS

Council Policy 2.1 provides for the establishment of the Investment Committee.

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 5.2 continued

MEMBER COUNCIL IMPLICATIONS

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

ATTACHMENT(S)

1. A blank nomination form for the Office of Deputy Chairman of the IC, nominate oneself (Ref: D2019/02704)
2. A blank nomination form for the Office of Deputy Chairman of the IC, nominate another (Ref: D2018/02704)
3. Ballot Paper – Election of IC Deputy Chairman (Ref: D2018/02702)

VOTING REQUIREMENT

Secret Ballot

RECOMMENDATION(S)

That the members of the Investment Committee elect a Deputy Chairman.

The Chairman advised that no nomination for the Office of Deputy Chairman of the IC had been received and called for nominations.

Cr McKenna nominated Cr Lavell who accepted the nomination.

No further nominations were received and the Chairman closed nominations.

ANNOUNCEMENT: OF THE OFFICE OF DEPUTY CHAIRMAN

The Chairman declared Cr Lavell as Deputy Chairman of the Investment Committee from 7 February 2019 until the next Local Government Elections in 2019.



Nomination for Deputy Chairman

To the Acting Chief Executive Officer

I hereby nominate myself, _____ for the position of Deputy Chairman of the Eastern Metropolitan Regional Council Investment Committee for the term of Office commencing on the date of the election and continuing until the next ordinary elections day and/or other circumstances occur in accordance with section 5.11 of the *Local Government Act 1995*.

Signed: _____

Date: _____



Nomination for Deputy Chairman

To the Acting Chief Executive Officer

I hereby nominate _____ for the position of Deputy Chairman of the Eastern Metropolitan Regional Council Investment Committee for the term of Office commencing on the date of the election and continuing until the next ordinary elections day and/or other circumstances occur in accordance with section 5.11 of the *Local Government Act 1995*.

Signed: _____

Date: _____

*I _____ hereby certify that I accept the above nomination to the position of Deputy Chairman of the Eastern Metropolitan Regional Council Investment Committee.

Signed: _____

Date: _____

*This certificate is to be completed when a Representative is nominated by another Representative.



**Eastern Metropolitan Regional Council
Investment Committee
Thursday 7 February 2019**

**BALLOT PAPER FOR THE
ELECTION OF THE
INVESTMENT COMMITTEE DEPUTY CHAIRMAN**

HOW TO VOTE

Place a tick in the box next to the candidate you want to elect.

Do not make any other marks on the ballot paper.

First Name, Last Name

First Name, Last Name

First Name, Last Name



6 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

7 PUBLIC QUESTION TIME

Nil

8 PETITIONS, DEPUTATIONS AND PRESENTATIONS

Nil

9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

9.1 MINUTES OF THE INVESTMENT COMMITTEE MEETING HELD 5 MAY 2016

That the minutes of the Investment Committee meeting held on 5 May 2016 which have been distributed, be confirmed.

INVESTMENT COMMITTEE RESOLUTION(S)

MOVED CR POWELL

SECONDED CR MCKENNA

THAT THE MINUTES OF THE INVESTMENT COMMITTEE MEETING HELD ON 5 MAY 2016 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

Nil

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

Nil

13 BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING

Nil



14 REPORTS OF EMPLOYEES

14.1 REVIEW OF THE MANAGEMENT OF INVESTMENT POLICY

REFERENCE: D2018/17029 (IC) – D2019/02706

PURPOSE OF REPORT

The purpose of this report is to review the Council Policy 3.3 - Management of Investments and provide a preference of fossil fuel divestment.

KEY POINTS AND RECOMMENDATION(S)

- At its 6 December 2018 meeting, Council resolved to refer the proposal to amend Council Policy 3.3 – Management of Investments to divest from financial institutions that invest in or finance the fossil fuel industry and the consequential changes to the financial statement reports on the state of Council's divestment from fossil fuels to the Investment Committee.
- Following a review in consultation with EMRC's investment advisor, a revised policy is attached for Council to review and adopt.

Recommendation(s)

That:

1. Council adopts the investment strategy of investing with financial institutions that do not invest in or finance the fossil fuel industry, as long as:
 - a. The investment is compliant with Council's existing approach to risk management; and
 - b. The investment rate of interest is favourable to other similar investments that may be on offer at the time of investment.
2. The revised EMRC Policy 3.3 Management of Investments forming attachment 3 to this report be adopted by Council.

SOURCE OF REPORT

Director Corporate Services

BACKGROUND

It was resolved at the Council meeting held on 18 October 2018 (D2018/12194):

"THAT:

1. *THE EMRC REQUESTS THAT THE CEO PREPARES FOR THE NEXT COUNCIL MEETING A REPORT OUTLINING THE STEPS AND RESOLUTIONS NECESSARY TO AMEND ALL RELEVANT POLICIES AND PROCEDURES IN ORDER TO REQUIRE THE EMRC TO INVEST WITH FINANCIAL INSTITUTIONS THAT DO NOT INVEST IN OR FINANCE THE FOSSIL FUEL INDUSTRY, SO LONG AS:*
 - a) *THE INVESTMENT IS COMPLIANT WITH COUNCIL'S EXISTING APPROACH TO RISK MANAGEMENT; AND;*
 - b) *THE INVESTMENT RATE OF INTEREST IS FAVOURABLE TO COUNCIL RELATIVE TO OTHER SIMILAR INVESTMENTS THAT MAY BE ON OFFER TO COUNCIL AT THE TIME OF INVESTMENT.*
2. *THE EMRC ALSO REQUESTS THAT THE CEO INCLUDE IN THIS REPORT THE STEPS AND RESOLUTIONS NECESSARY TO REQUIRE THAT EXISTING FINANCIAL STATEMENTS AND REPORTING INCLUDE THE STATE OF COUNCIL'S DIVESTMENT FROM FOSSIL FUELS, AS A PERCENTAGE OF TOTAL FUNDS."*



Item 14.1 continued

At the 6 December 2018 meeting, Council resolved (D2018/14131):

“THAT COUNCIL REFER THE PROPOSAL TO AMEND COUNCIL POLICY 3.3 – MANAGEMENT OF INVESTMENTS TO DIVEST FROM FINANCIAL INSTITUTIONS THAT INVEST IN OR FINANCE THE FOSSIL FUEL INDUSTRY AND THE CONSEQUENTIAL CHANGES TO THE FINANCIAL STATEMENT REPORTS ON THE STATE OF COUNCIL’S DIVESTMENT FROM FOSSIL FUELS TO THE INVESTMENT COMMITTEE.”

REPORT

Fossil fuel divestment entails the removal of investment assets including shares, bonds, and investment funds from companies involved in extracting fossil fuels, as a way of addressing climate change by tackling its causes. Numerous groups advocate fossil fuel divestment and fossil fuel divestment is reportedly the fastest growing divestment movement in history.

Beginning on university and college campuses in the United States of America in 2010 with students urging their administrations to turn investments in the fossil fuel industry into investments in clean energy and communities most impacted by climate change, the movement soon spread across the globe.

In Australia, fossil fuel divestment is being led by universities and local governments as part of the global fossil fuel divestment campaign launched by 350.org in 2011. However, most Australian local governments cannot invest in shares. Accordingly, this means that they have no direct investments in climate-change-contributing fossil fuel companies. However, most local governments have exposure to fossil fuels via their term deposit accounts with the big Australian banks which in turn are financing billions of dollars’ worth of coal and gas projects across the country. This is in addition to their role as the largest financiers of home mortgages and investment loans in housing as well as emerging renewal energy assets.

Reason for fossil fuel divestment

Fossil fuel divestment aims to reduce carbon emissions by accelerating the adoption of renewable energy through the removal of funding for fossil fuel extraction and exploration. This market signal is intended to place public pressure on companies that are currently involved in fossil fuels to invest in renewable energy, as well as drive demand for low-carbon investment options.

The *Paris Agreement* is an agreement within the United Nations Framework Convention on Climate Change (UNFCCC), which Australia has ratified, dealing with greenhouse gas emissions mitigation, adaptation, and finance to limit global warming to under two degrees Celsius. The *Toronto Principle* is a fossil fuel divestment strategy, which puts into action the aims set forth at the *Paris Agreement*. It was first postulated by Benjamin A. Franta, in an article in the Harvard Crimson, a daily student newspaper of Harvard University, as a reference to the University of Toronto’s fossil fuel divestment process.

The carbon budget to limit global warming to under two degrees Celsius has been estimated at 800 billion tonnes by the end of this century. Fossil fuel reserves are currently valued at US \$28 trillion, but the industry can only safely use US \$6 trillion to remain within the carbon budget, so the industry would have to eliminate almost US \$22 trillion of value. If warming is limited to two degrees Celsius, this will likely leave trillions of dollars in stranded assets. Factors that influence the risk of assets becoming stranded include environmental challenges such as climate change or water availability constraints; changing government regulation such as the introduction of carbon pricing; the falling costs of clean energy technology including solar and wind energy; evolving social norms which includes divestment; and litigation and statutory interpretation changes. These risks suggest that it may be financially imprudent to invest in fossil fuel assets that may become stranded and lose value.

Reason against fossil fuel divestment

In November 2014, a group of seven undergraduate, graduate, and law students filed a lawsuit at the Suffolk County Superior Court against the president and fellows of Harvard University and others for "mismanagement of charitable funds" and "intentional investment in abnormally dangerous activities" in relation to Harvard’s investments in fossil-fuel companies.



Item 14.1 continued

In March 2015, the superior court granted Harvard's motion to dismiss. The superior judge wrote: "Plaintiffs have brought their advocacy, fervent and articulate and admirable as it is, to a forum that cannot grant the relief they seek."

Harvard's decision not to divest was explained in an open letter from the University President, Drew Faust:

Divestment is likely to have negligible financial impact on the affected companies. And such a strategy would diminish the influence or voice we might have with this industry. Divestment pits concerned citizens and institutions against companies that have enormous capacity and responsibility to promote progress toward a more sustainable future.

EMRC's existing investment framework

The risk management structure of the EMRC has historically been focussed on preservation of capital. This risk management structure has proven successful for many years following the Global Financial Crisis (GFC) as EMRC has benefited from the high term deposit rates offered by Australia's largest and highest credit rated banks.

The four major Australian banks weathered the GFC well and have consistently been ranked among the top twenty "safest" banks worldwide. The most recent annual survey of the World's 50 Safest Banks by Global Finance has the NAB, CBA, ANZ & Westpac ranked between 25 and 30.

The EMRC has a four-tier risk management structure surrounding the investment portfolio:

1. Legislative Requirements.
2. EMRC's Investment Policy.
3. EMRC's Investment Strategy.
4. Advisor Assisted Investment Selection.

Each component has a specific role and together they form a cohesive risk management structure.

Fossil Fuel Divestment and its impact on the EMRC

The EMRC is now considering giving preference to financial institutions/investments not aligned with the fossil fuel industry. Such a strategy will need to align with EMRC's existing approach to risk management, which is the preservation of capital.

The EMRC has over 25 banks from which investment options may be considered. Eight out of the ten largest Australian licensed banks, and eleven of the largest fifteen, provide banking services to organisations in the fossil fuel industry. It is noted that non-fossil fuel aligned institutions consist predominantly of smaller, regional banks which do not have the scope of business to be involved in fossil fuel industry lending and investment.

Smaller institutions have unique risks of their own, typically surrounding business and geographic concentrations. Due to these banks' small sizes and concentrated business risks, they have lower credit ratings than the larger well-diversified banks. Consequently, EMRC's investments under a non-fossil fuel strategy would potentially have a higher risk of capital loss than the current portfolio mix as detailed below.

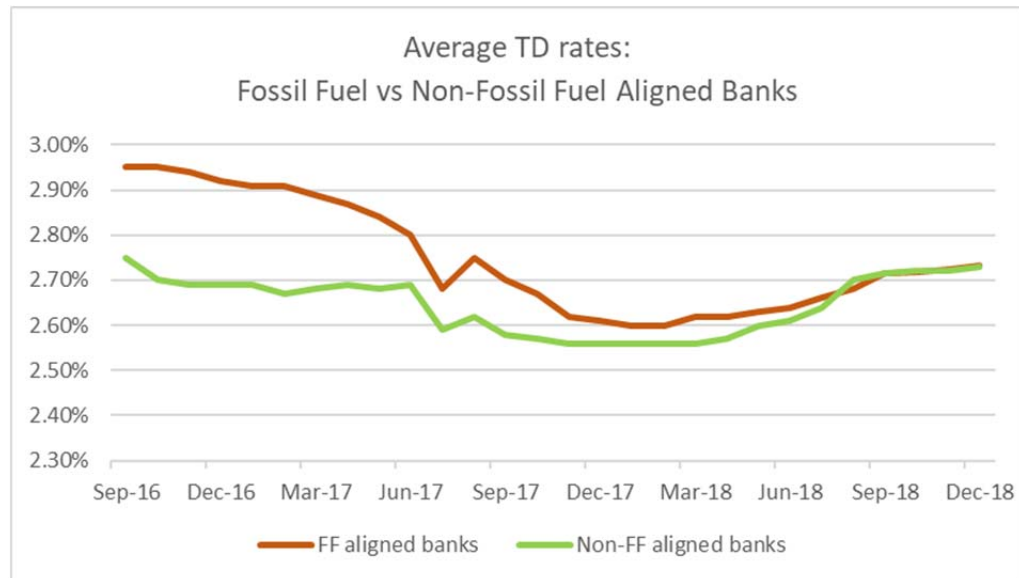
Risk vs Return and Diversification

Two of the fundamental maxims of finance are the risk return trade off and diversification.

A risk return trade off suggests that higher risk is associated with a higher expected return while a lower risk is associated with lower returns. Hence it would be expected that term deposit (TD) rates from these lower rated banks associated with non-fossil fuel aligned institutions would be considerably higher than the larger fossil fuel aligned banks, but this has not always been the case. Over the past two years alone, a diversified selection of the higher rated fossil fuel aligned banks have yielded higher returns than a diversified selection of lower rated non-fossil fuel aligned banks over all but the most recent six months, let alone generate a higher rate of return to compensate for their lower bank ratings (i.e. higher risk).



Item 14.1 continued



Diversification is the process of allocating capital in a way that reduces the exposure to any one particular asset or risk. The largest banks' significant sizes and diversification of business lines are major contributors to the safety of the institutions. This business diversification leads the institutions into areas such as the fossil fuel industry, but they are simultaneously the leading lenders to the sustainable energy industry within Australia. Due to the size of the big four Australian banks, their lending books are highly diversified, spanning many industries beyond merely fossil fuel industries, into local governments, home mortgages, property investment, small business loans, retail industries, large syndicated loans for infrastructure and public works.

Risk and Credit Ratings

The credit ratings from Standard & Poor's (S&P) provide an expert opinion of the ability of a bank to repay its obligations. The vast majority of non-fossil fuel aligned banks have short term credit ratings in the A-2 category and long term credit ratings in the BBB category.

At present the EMRC currently has term deposits in Suncorp Bank which is classified as a non-fossil fuel aligned bank and is rated higher as A+/A1.

Standard & Poor's long term rating definition (for obligations of more than 12 months) for BBB is:

An obligation rated BBB exhibits adequate protection parameters. However, adverse economic conditions or changing circumstances are more likely to lead to a weakened capacity to the obligor to meet its financial commitment on the obligation.

Standard & Poor's short term rating definition (for obligations of less than 12 months) for A-2 is:

A short-term obligation rated A-2 is somewhat more susceptible to the adverse effects of changes in circumstances and economic conditions than obligations in higher rating categories. However, the obligor's capacity to meet its financial commitment on the obligation is satisfactory.

EMRC's current Investment Policy does not allow for deposits in these categories and a change to the Investment Policy will be required to invest in these banks.

There are only a few non-fossil fuel aligned banks with credit ratings below these categories. Investments with short term credit rating categories lower than 'A-3' are considered 'speculative' and are not recommended by our investment advisors for use by the EMRC.



Item 14.1 continued

Size of Term Deposits

As at 31 December 2018, the EMRC has over \$98 million in term deposits spread over varying maturity to match the cash flow requirements of the organisation. An average tranche of term deposit may range from \$1m to \$5m in size.

This size may pose an issue as not all banks are competitively seeking deposits at any given time. On a day to day basis, many of the smaller banks may not want large, institutional sized deposits (greater than \$500,000). In those situations, if they accept the funds the rates offered may be non-competitive.

Impact of proposed recommendation on Investment Policy

If EMRC determines to change its investment strategy to give preference to non-fossil fuel aligned banks, it is recommended to include a new section within the policy to ensure, as much as possible, the continued focus on capital protection for the portfolio.

It is recommended a new section be added:

Preference for Non-Fossil Fuel Investments

When making investment decisions, the EMRC will give preference to institutions that do not invest in or finance the fossil fuel industry, where:

- The investment complies with EMRC's investment policy;
- The rate of interest is favourable to EMRC relative to alternative options available at the time;
- The credit rating of the investment is comparable to alternative options available at the time.

Non-fossil fuel investment considerations will be part of the overall selection process to best meet EMRC's investment strategy objectives while ensuring compliance with prevailing legislation and this Investment Policy.

Other changes to the Investment Policy will be required. To give preference to non-fossil fuel aligned investments there would have to be changes to the credit limit frameworks in EMRC's Investment Policy.

As the vast majority of non-fossil fuel aligned banks have credit ratings in the BBB (long term) and A-2 (short term) categories, allowance for these lower rated exposures would have to be added. The following additions to EMRC's credit limit frameworks, highlighted in yellow, would be required to allow for a preference for non-fossil fuel aligned investments:

i. Overall Portfolio Limits

To control the credit quality on the entire portfolio, the credit framework limits the percentage of the portfolio exposed to any particular credit rating category.

During the GFC, the EMRC had to write down investments totalling \$7.4m over two successive years. Having regard to this value, it is incumbent to assess the appropriate limit given the EMRC's current portfolio of \$98m to maintain the objective of preservation of capital.

A change to the current portfolio of \$98m would mean that increasing the limit by 10% would mean that an additional \$9.8m would be exposed to additional risk of capital loss by placing it on a lower rated bank for little or no additional premium on the basis of an environmental policy.

As such, it is recommended that no more than 15% be invested in BBB or A-2 rated banks should Council decide to invest in lower rating non-fossil aligned banks. This would equate to approximately \$14.4m based on the EMRC's portfolio of \$98m at the end of December 2018.



Item 14.1 continued

S&P Long Term Rating	S&P Short Term Rating	Portfolio Maximum %
AAA	A-1 +	100%
AA	A-1	100%
BBB	A-2	15%

However it should be noted that any change to allow a lower rated investment will introduce greater credit risk to the EMRC's investment portfolio.

ii. Single Entity Exposure

Exposure to an individual institution will be restricted by its credit rating so that single entity exposure is limited, as detailed in the table below:

S&P Long Term Rating	S&P Short Term Rating	Portfolio Maximum %
AAA	A-1+	45%
AA	A-1	35%
BBB	A-2	5%

It is recommended that no more than 5% be invested in a single BBB or A-2 rated bank. This would have equated to approximately \$4.9m based on the EMRC's portfolio of \$98m at the end of December 2018.

Again, it should be noted that the proposed change may introduce greater credit risk to the EMRC's investment portfolio.

Changes to Financial Report

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. Accordingly, the proposed changes can be accommodated within the attachment "Investment Report" that is distributed with the monthly Financial Report received by Council.

It should be noted that this change only applies to the monthly Financial Report presented to Council and not the Annual Financial Report. The Annual Financial Report does not include information of such investment in fossil fuel or non-fossil fuel mix as the presentation of the Annual Financial Report is governed by the *Local Government Act 1995*, the *Local Government (Financial Management) Regulations 1996* (as amended) and to the extent that they are not inconsistent with Australian Accounting Standards.

The EMRC's financial advisor has been organised to attend and brief the IC members on the ramifications of the proposed amendments.

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 at December 2018, the EMRC has over \$98 million in investments.



Item 14.1 continued

SUSTAINABILITY IMPLICATIONS

As reflected in the report.

MEMBER COUNCIL IMPLICATIONS

Member Council	Implication Details
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 Management of Investments Policy 3.3 (Ref: D2019/02698)
2. Revised Management of Investments Policy 3.3 with tracked changes (Ref: D2019/02700)
3. Revised Management of Investments Policy 3.3 (Ref: D2019/02701)

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION(S)

That:

1. Council adopts the investment strategy of investing with financial institutions that do not invest in or finance the fossil fuel industry, as long as:
 - a. The investment is compliant with Council's existing approach to risk management; and
 - b. The investment rate of interest is favourable to other similar investments that may be on offer at the time of investment.
2. The revised EMRC Policy 3.3 Management of Investments forming attachment 3 to this report be adopted by Council.



Item 14.1 continued

Discussion ensued

The Director Corporate Services provided a brief outline of the report and discussion ensued on the following points:

- Background of the transition to placing funds with banks who invest in non-fossil fuel industries;
- Preservation of capital;
- ADI (Authorised Deposit Institution) ratings (ie: AAA, BBB);
- Australian banking guarantee; and
- Diversification by spreading investments over a greater range of ADI's.

IC RECOMMENDATION(S)

MOVED CR LAVELL

SECONDED CR STALLARD

That:

1. Council adopts the investment strategy of investing with financial institutions that do not invest in or finance the fossil fuel industry, as long as:
 - a. The investment is compliant with Council's existing approach to risk management; and
 - b. The investment rate of interest is favourable to other similar investments that may be on offer at the time of investment.
2. The revised EMRC Policy 3.3 Management of Investments forming attachment 3 to this report be adopted by Council.

COUNCIL RESOLUTION(S)

MOVED CR WILSON

SECONDED CR LAVELL

THAT:

1. COUNCIL ADOPTS THE INVESTMENT STRATEGY OF INVESTING WITH FINANCIAL INSTITUTIONS THAT DO NOT INVEST IN OR FINANCE THE FOSSIL FUEL INDUSTRY, AS LONG AS:
 - a. THE INVESTMENT IS COMPLIANT WITH COUNCIL'S EXISTING APPROACH TO RISK MANAGEMENT; AND
 - b. THE INVESTMENT RATE OF INTEREST IS FAVOURABLE TO OTHER SIMILAR INVESTMENTS THAT MAY BE ON OFFER AT THE TIME OF INVESTMENT.
2. THE REVISED EMRC POLICY 3.3 MANAGEMENT OF INVESTMENTS FORMING ATTACHMENT 3 TO THIS REPORT BE ADOPTED BY COUNCIL.

CARRIED UNANIMOUSLY



3.3 Management of Investments Policy

STRATEGIC PLAN OBJECTIVE

3.4 To continue to improve financial and asset management practices.

PURPOSE

To provide for the investment of EMRC's surplus funds at the most favourable rate of return whilst ensuring prudent consideration of risk and security for the investment type and that liquidity requirements are being met.

To ensure that investments are managed with care, diligence and skill and that the management of the portfolio is carried out to safeguard the portfolio and not for speculative purposes.

Establish guidelines to ensure investments:

- Meet legislative requirements;
- Optimise investment income and returns within acceptable risk parameters;
- Ensure that investments match the liquidity needs of the EMRC; and
- Are invested at the most favourable rate of interest available to it at the time whilst having due consideration of risk and security for that investment type.

LEGISLATION

Local Government Act 1995 s.6.14

Local Government (Financial Management) Regulations 1996 – r. 19-19C, 28 & 49

Local Government (Financial Management) Amendment Regulations 2017 s.19C(2)(b)

Trustees Act 1962 - Part III Investments

POLICY STATEMENT

1. Ethics and Conflicts of Interest

Officers shall refrain from personal activities that would conflict with the proper execution and management of EMRC's investment portfolio. This policy requires officers to disclose any conflict of interest to the CEO.

2. Delegation of Authority

Authority for implementation of the Management of Investments Policy is delegated by Council to the CEO in accordance with the *Local Government Act 1995*. The CEO may in turn delegate the day-to-day management of Council's investment portfolio to the Director, Corporate Services.



3. Investment Ratings

Investment ratings in this policy are based on those issued by Standard & Poor's.

In the event a proposed investment is not rated by Standard & Poor's but is rated by either Fitch Ratings or Moody's by a rating which is analogous to the ratings of Standard & Poor's, then the EMRC may make the investment relying on the Fitch Ratings or Moody's ratings.

In the event that the rating of an investment held by the EMRC falls below the ratings allowed under this policy for new investments, the affected investment is to be assessed and a recommendation made to the Investment Committee to decide as to whether:

- It is to be liquidated, where allowed under the terms of the investment; or
- It is to be held to maturity.

The recommendation to the Investment Committee may be made by electronic mail (email) to expedite the approval process by circular resolution.

4. Approved Investments

Approved investments are those investments permitted by s6.14(1) of the *Local Government Act 1995* as specified in the Trustees Act 1962 Part III subject to the limitations expressed in Regulation 19C of the *Local Government (Financial Management) Regulations 1996*.

5. Prohibited Investments

This investment policy prohibits any investment which is not an Approved Investment.

6. Risk Management Guidelines

Investments obtained are to be considered in light of the following key criteria:

- Preservation of Capital – the requirement for preventing losses in an investment portfolio's total value;
- Diversification – the requirement to place investments in a broad range of products so as not to be over exposed to a particular sector of the investment market;
- Market Risk - the risk that the fair value or future cash flows of an investment will fluctuate due to changes in market prices;
- Liquidity Risk - the risk an investor is unable to redeem the investment at a fair price within a timely period;
- Maturity Risk - the risk relating to the length of term to maturity of the investment. The larger the term, the greater the length of exposure and risk to market volatilities; and
- Investments must be rated at not less than the Standard & Poor's ratings specified below.



Furthermore investments are to comply with three key criteria relating to:

a. Overall Portfolio Limits

To control the credit quality on the entire portfolio, the following credit framework limits the percentage of the portfolio exposed to any particular credit rating category.

S&P Long Term Rating	S&P Short Term Rating	Portfolio Maximum %
AAA	A-1 +	100%
AA	A-1	100%

b. Single Entity Exposure

Exposure to an individual institution will be restricted by its credit rating so that single entity exposure is limited, as detailed in the table below:

S&P Long Term Rating	S&P Short Term Rating	Portfolio Maximum %
AAA	A-1+	45%
AA	A-1	35%

c. Term to Maturity Framework

Term	Minimum %	Maximum %
Portfolio % ≤1 year	40%	100%
Portfolio % >1 year ≤ 3 year	0%	60%

Standard & Poor's long term rating definitions:

AAA	An obligation rated 'AAA' has the highest rating assigned by Standard & Poor's. The obligor's capacity to meet its financial commitment on the obligation is extremely strong.
AA	An obligation rated 'AA' differs from the highest-rated obligations only to a small degree. The obligor's capacity to meet its financial commitment on the obligation is very strong.

Standard & Poor's short term rating definitions:

A-1	A short-term obligation rated 'A-1' is rated in the highest category by Standard & Poor's. The obligor's capacity to meet its financial commitment on the obligation is strong. Within this category, certain obligations are designated with a plus sign (+). This indicates that the obligor's capacity to meet its financial commitment on these obligations is extremely strong.
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Source: <http://www.standardandpoors.com>



7. Measurement

The investment return for the portfolio is to be regularly reviewed. The market value and investment maturities are to be assessed at least once a month to coincide with management reporting.

8. Procedures

Investments placed by Council's authorised advisor/s and managers must be appropriately documented at the time of placement.

Appropriate procedures and controls in regards to record keeping, reconciliation, authorisation forms and accounting for investments shall be prepared and maintained to give effect to this policy.

All investments must be authorised in writing by the Chief Executive Officer prior to the investments being made.

9. Reporting

An investment report is to be prepared each month detailing compliance with the criteria outlined in this policy.

The investment report is to be presented to Council at the next ordinary meeting of the Council following the end of the month to which the report relates. If the statement is not prepared in time to present it to that meeting it is to be presented at the next Ordinary Meeting of the Council following that meeting.

10. Investment Advisor

The CEO has delegated authority to appoint an investment adviser when considered appropriate.

The local government's investment advisor must be licensed by the Australian Securities and Investment Commission. The advisor must be an independent person who has no actual or potential conflict of interest in relation to investment products being recommended; and is free to choose the most appropriate product within the terms and conditions of the investment policy.

11. Investment Strategy

EMRC's investment strategy is to optimise investment income within its acceptable levels of risk whilst ensuring the security of these funds enabling the EMRC to meet its business objectives.

Key considerations in this regard include funding requirements identified in the Five Year Plan.

To implement the requirement for diversification, no more than 45% of the total investments will be invested in any one bank in short term investments rated A-1+ and no more than 35% of the total investments will be invested in any one bank in short term investments rated A-1.

The EMRC may invest all of the total investments in Commonwealth/State/Territory bonds.

A list of complying authorised deposit-taking institutions (ADI's) are reflected in the Appendix and may vary from time to time

FINANCIAL CONSIDERATIONS

As indicated in this policy.



Appendix: Indicative Sample List of Compliant Authorised Deposit-Taking Institutions (ADI's)

As at August 2018:

ADI Name	Standard & Poor's Credit Rating (Long / Short)	EMRC Policy Limit per ADI based on short-term credit rating limits
ANZ Banking Group Ltd.	AA- / A-1+	45%
Bank of Western Australia Ltd.	AA- / A-1+	45%
Commonwealth Bank of Australia	AA- / A-1+	45%
National Australia Bank Ltd.	AA- / A-1+	45%
Westpac Banking Corp.	AA- / A-1+	45%
AMP Bank Ltd	A+ / A-1	35%
Suncorp Metway Ltd	A+ / A-1	35%
ING Bank	A / A-1	35%
Macquarie Bank Ltd	A / A-1	35%



Adopted/Reviewed by Council

1. 29 June 2000
2. 27 July 2000
3. 02 May 2002
4. 17 June 2004
5. 23 February 2006
6. 18 September 2008 (reported to Council and referred to Investment Committee)
7. 19 August 2010
8. 23 September 2010
9. 25 November 2010
10. 10 May 2012
11. 6 December 2012
12. 18 September 2014
13. 06 December 2018

Next Review

Following the Ordinary Elections in 2021

Responsible Directorate

Corporate Services



3.3 Management of Investments Policy

STRATEGIC PLAN OBJECTIVE

3.4 To continue to improve financial and asset management practices.

PURPOSE

To provide for the investment of EMRC's surplus funds at the most favourable rate of return whilst ensuring prudent consideration of risk and security for the investment type and that liquidity requirements are being met.

To ensure that investments are managed with care, diligence and skill and that the management of the portfolio is carried out to safeguard the portfolio and not for speculative purposes.

Establish guidelines to ensure investments:

- Meet legislative requirements;
- Optimise investment income and returns within acceptable risk parameters;
- Ensure that investments match the liquidity needs of the EMRC; and
- Are invested at the most favourable rate of interest available to it at the time whilst having due consideration of risk and security for that investment type.

LEGISLATION

Local Government Act 1995 s.6.14

Local Government (Financial Management) Regulations 1996 – r. 19-19C, 28 & 49

Local Government (Financial Management) Amendment Regulations 2017 s.19C(2)(b)

Trustees Act 1962 - Part III Investments

POLICY STATEMENT

1. Ethics and Conflicts of Interest

Officers shall refrain from personal activities that would conflict with the proper execution and management of EMRC's investment portfolio. This policy requires officers to disclose any conflict of interest to the CEO.

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2. Delegation of Authority

Authority for implementation of the Management of Investments Policy is delegated by Council to the CEO in accordance with the *Local Government Act 1995*. The CEO may in turn delegate the day-to-day management of Council's investment portfolio to the Director, Corporate Services.

3. Investment Ratings

Investment ratings in this policy are based on those issued by Standard & Poor's.

In the event a proposed investment is not rated by Standard & Poor's but is rated by either Fitch Ratings or Moody's by a rating which is analogous to the ratings of Standard & Poor's, then the EMRC may make the investment relying on the Fitch Ratings or Moody's ratings.

In the event that the rating of an investment held by the EMRC falls below the ratings allowed under this policy for new investments, the affected investment is to be assessed and a recommendation made to the Investment Committee to decide as to whether:

- It is to be liquidated, where allowed under the terms of the investment; or
- It is to be held to maturity.

The recommendation to the Investment Committee may be made by electronic mail (email) to expedite the approval process by circular resolution.

4. Approved Investments

Approved investments are those investments permitted by s6.14(1) of the *Local Government Act 1995* as specified in the Trustees Act 1962 Part III subject to the limitations expressed in Regulation 19C of the *Local Government (Financial Management) Regulations 1996*.

5. Preference for Non-Fossil Fuel Investments

When making investment decisions, the EMRC will give preference to institutions that do not invest in or finance the fossil fuel industry, where:

- The investment complies with EMRC's investment policy;
- The rate of interest is favourable to EMRC relative to alternative options available at the time;
- The credit rating of the investment is comparable to alternative options available at the time.

Non-fossil fuel investment considerations will be part of the overall selection process to best meet EMRC's investment strategy objectives while ensuring compliance with prevailing legislation and this Investment Policy.

5.6. Prohibited Investments

This investment policy prohibits any investment which is not an Approved Investment.

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6.7. Risk Management Guidelines

Investments obtained are to be considered in light of the following key criteria:

- Preservation of Capital – the requirement for preventing losses in an investment portfolio's total value;
- Diversification – the requirement to place investments in a broad range of products so as not to be over exposed to a particular sector of the investment market;
- Market Risk - the risk that the fair value or future cash flows of an investment will fluctuate due to changes in market prices;
- Liquidity Risk - the risk an investor is unable to redeem the investment at a fair price within a timely period;
- Maturity Risk - the risk relating to the length of term to maturity of the investment. The larger the term, the greater the length of exposure and risk to market volatilities; and
- Investments must be rated at not less than the Standard & Poor's ratings [\(or Moody's or Fitch Ratings equivalent as detailed in section 3\)](#) specified below.

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Furthermore investments are to comply with three key criteria relating to:

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a. Overall Portfolio Limits

To control the credit quality on the entire portfolio, the following credit framework limits the percentage of the portfolio exposed to any particular credit rating category.

S&P Long Term Rating	S&P Short Term Rating	Portfolio Maximum %
AAA	A-1 +	100%
AA	A-1	100%
BBB	A-2	15%

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b. Single Entity Exposure

Exposure to an individual institution will be restricted by its credit rating so that single entity exposure is limited, as detailed in the table below:

S&P Long Term Rating	S&P Short Term Rating	Portfolio Maximum %
AAA	A-1+	45%
AA	A-1	35%
BBB	A-2	5%

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c. Term to Maturity Framework

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Term	Minimum %	Maximum %
Portfolio % ≤ 1 year	40%	100%
Portfolio % > 1 year ≤ 3 year	0%	60%

Standard & Poor's long term rating definitions:

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AAA	An obligation rated 'AAA' has the highest rating assigned by Standard & Poor's. The obligor's capacity to meet its financial commitment on the obligation is extremely strong.
AA	An obligation rated 'AA' differs from the highest-rated obligations only to a small degree. The obligor's capacity to meet its financial commitment on the obligation is very strong.
BBB	<u>An obligation rated BBB exhibits adequate protection parameters. However, adverse economic conditions or changing circumstances are more likely to lead to a weakened capacity to the obligor to meet its financial commitment on the obligation.</u>

Standard & Poor's short term rating definitions:

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A-1	A short-term obligation rated 'A-1' is rated in the highest category by Standard & Poor's. The obligor's capacity to meet its financial commitment on the obligation is strong. Within this category, certain obligations are designated with a plus sign (+). This indicates that the obligor's capacity to meet its financial commitment on these obligations is extremely strong.
A-2	<u>A short-term obligation rated A-2 is somewhat more susceptible to the adverse effects of changes in circumstances and economic conditions than obligations in higher rating categories. However, the obligor's capacity to meet its financial commitment on the obligation is satisfactory.</u>

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Source: <http://www.standardandpoors.com>

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7.8. Measurement

The investment return for the portfolio is to be regularly reviewed. The market value and investment maturities are to be assessed at least once a month to coincide with management reporting.

8.9. Procedures

Investments placed by Council's authorised advisor/s and managers must be appropriately documented at the time of placement.

Appropriate procedures and controls in regards to record keeping, reconciliation, authorisation forms and accounting for investments shall be prepared and maintained to give effect to this policy.

All investments must be authorised in writing by the [Chief Executive Officer, CEO, or EMRC's authorised managers as per the CEO's delegated authority](#), prior to the investments being made.

9.10. Reporting

An investment report is to be prepared each month detailing compliance with the criteria outlined in this policy.

The investment report is to be presented to Council at the next ordinary meeting of the Council following the end of the month to which the report relates. If the statement is not prepared in time to present it to that meeting it is to be presented at the next Ordinary Meeting of the Council following that meeting.

10.11. Investment Advisor

The CEO has delegated authority to appoint an investment adviser when considered appropriate.

The local government's investment advisor must be licensed by the Australian Securities and Investment Commission. The advisor must be an independent person who has no actual or potential conflict of interest in relation to investment products being recommended; and is free to choose the most appropriate product within the terms and conditions of the investment policy.

11.12. Investment Strategy

EMRC's investment strategy is to optimise investment income within its acceptable levels of risk whilst ensuring the security of these funds enabling the EMRC to meet its business objectives.

Key considerations in this regard include funding requirements identified in the Five Year Plan.

To implement the requirement for diversification, ~~no more than 45% of the total investments will be invested in any one bank in short term investments rated A 1+ and no more than 35% of the total investments will be invested in any one bank in short term investments rated A 1~~ Council's authorised advisors and managers will comply with the Overall Portfolio Limits, Single Entity Exposure, and Term to Maturity limits, as detailed in section 7(a)(b)(c).

The EMRC may invest all of the total investments in Commonwealth/State/Territory bonds.

An [indicative sample](#) list of complying authorised deposit-taking institutions (ADI's) ~~are~~ is reflected in the Appendix and may vary from time to time

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FINANCIAL CONSIDERATIONS

As indicated in this policy.

Appendix: Indicative Sample List of Compliant Authorised Deposit-Taking Institutions (ADI's)

As at ~~August~~January ~~2018~~2019:

ADI Name	Standard & Poor's Credit Rating (Long / Short)	EMRC Policy Limit per ADI based on short-term credit rating limits
ANZ Banking Group Ltd.	AA- / A-1+	45%
Bank of Western Australia Ltd.	AA- / A-1+	45%
Commonwealth Bank of Australia	AA- / A-1+	45%
National Australia Bank Ltd.	AA- / A-1+	45%
Westpac Banking Corp.	AA- / A-1+	45%
AMP Bank Ltd	A+ / A-1	35%
Suncorp Metway Ltd	A+ / A-1	35%
ING Bank	A / A-1	35%
Macquarie Bank Ltd	A / A-1	35%
Bank of Queensland	BBB+/A-2	5%
Bendigo & Adelaide Bank	BBB+/A-2	5%
Rural Bank	BBB+/A-2	5%
Credit Union Australia	BBB/A-2	5%
ME Bank	BBB/A-2	5%

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Adopted/Reviewed by Council	<ol style="list-style-type: none"> 1. 29 June 2000 2. 27 July 2000 3. 02 May 2002 4. 17 June 2004 5. 23 February 2006 6. 18 September 2008 (reported to Council and referred to Investment Committee) 7. 19 August 2010 8. 23 September 2010 9. 25 November 2010 10. 10 May 2012 11. 6 December 2012 12. 18 September 2014 <u>13.</u> 06 December 2018 13-14. <u>21 February 2019</u>
Next Review	Following the Ordinary Elections in 2021
Responsible Directorate	Corporate Services

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3.3 Management of Investments Policy

STRATEGIC PLAN OBJECTIVE

3.4 To continue to improve financial and asset management practices.

PURPOSE

To provide for the investment of EMRC's surplus funds at the most favourable rate of return whilst ensuring prudent consideration of risk and security for the investment type and that liquidity requirements are being met.

To ensure that investments are managed with care, diligence and skill and that the management of the portfolio is carried out to safeguard the portfolio and not for speculative purposes.

Establish guidelines to ensure investments:

- Meet legislative requirements;
- Optimise investment income and returns within acceptable risk parameters;
- Ensure that investments match the liquidity needs of the EMRC; and
- Are invested at the most favourable rate of interest available to it at the time whilst having due consideration of risk and security for that investment type.

LEGISLATION

Local Government Act 1995 s.6.14

Local Government (Financial Management) Regulations 1996 – r. 19-19C, 28 & 49

Local Government (Financial Management) Amendment Regulations 2017 s.19C(2)(b)

Trustees Act 1962 - Part III Investments

POLICY STATEMENT

1. Ethics and Conflicts of Interest

Officers shall refrain from personal activities that would conflict with the proper execution and management of EMRC's investment portfolio. This policy requires officers to disclose any conflict of interest to the CEO.



2. Delegation of Authority

Authority for implementation of the Management of Investments Policy is delegated by Council to the CEO in accordance with the *Local Government Act 1995*. The CEO may in turn delegate the day-to-day management of Council's investment portfolio to the Director, Corporate Services.

3. Investment Ratings

Investment ratings in this policy are based on those issued by Standard & Poor's.

In the event a proposed investment is not rated by Standard & Poor's but is rated by either Fitch Ratings or Moody's by a rating which is analogous to the ratings of Standard & Poor's, then the EMRC may make the investment relying on the Fitch Ratings or Moody's ratings.

In the event that the rating of an investment held by the EMRC falls below the ratings allowed under this policy for new investments, the affected investment is to be assessed and a recommendation made to the Investment Committee to decide as to whether:

- It is to be liquidated, where allowed under the terms of the investment; or
- It is to be held to maturity.

The recommendation to the Investment Committee may be made by electronic mail (email) to expedite the approval process by circular resolution.

4. Approved Investments

Approved investments are those investments permitted by s6.14(1) of the *Local Government Act 1995* as specified in the Trustees Act 1962 Part III subject to the limitations expressed in Regulation 19C of the *Local Government (Financial Management) Regulations 1996*.

5. Preference for Non-Fossil Fuel Investments

When making investment decisions, the EMRC will give preference to institutions that do not invest in or finance the fossil fuel industry, where:

- The investment complies with EMRC's investment policy;
- The rate of interest is favourable to EMRC relative to alternative options available at the time;
- The credit rating of the investment is comparable to alternative options available at the time.

Non-fossil fuel investment considerations will be part of the overall selection process to best meet EMRC's investment strategy objectives while ensuring compliance with prevailing legislation and this Investment Policy.

6. Prohibited Investments

This investment policy prohibits any investment which is not an Approved Investment.



7. Risk Management Guidelines

Investments obtained are to be considered in light of the following key criteria:

- Preservation of Capital – the requirement for preventing losses in an investment portfolio's total value;
- Diversification – the requirement to place investments in a broad range of products so as not to be over exposed to a particular sector of the investment market;
- Market Risk - the risk that the fair value or future cash flows of an investment will fluctuate due to changes in market prices;
- Liquidity Risk - the risk an investor is unable to redeem the investment at a fair price within a timely period;
- Maturity Risk - the risk relating to the length of term to maturity of the investment. The larger the term, the greater the length of exposure and risk to market volatilities; and
- Investments must be rated at not less than the Standard & Poor's ratings (or Moody's or Fitch Ratings equivalent as detailed in section 3) specified below.

Furthermore investments are to comply with three key criteria relating to:

a. Overall Portfolio Limits

To control the credit quality on the entire portfolio, the following credit framework limits the percentage of the portfolio exposed to any particular credit rating category.

S&P Long Term Rating	S&P Short Term Rating	Portfolio Maximum %
AAA	A-1 +	100%
AA	A-1	100%
BBB	A-2	15%

b. Single Entity Exposure

Exposure to an individual institution will be restricted by its credit rating so that single entity exposure is limited, as detailed in the table below:

S&P Long Term Rating	S&P Short Term Rating	Portfolio Maximum %
AAA	A-1+	45%
AA	A-1	35%
BBB	A-2	5%

c. Term to Maturity Framework

Term	Minimum %	Maximum %
Portfolio % ≤1 year	40%	100%
Portfolio % >1 year ≤ 3 year	0%	60%



Standard & Poor's long term rating definitions:

AAA	An obligation rated 'AAA' has the highest rating assigned by Standard & Poor's. The obligor's capacity to meet its financial commitment on the obligation is extremely strong.
AA	An obligation rated 'AA' differs from the highest-rated obligations only to a small degree. The obligor's capacity to meet its financial commitment on the obligation is very strong.
BBB	An obligation rated BBB exhibits adequate protection parameters. However, adverse economic conditions or changing circumstances are more likely to lead to a weakened capacity to the obligor to meet its financial commitment on the obligation.

Standard & Poor's short term rating definitions:

A-1	A short-term obligation rated 'A-1' is rated in the highest category by Standard & Poor's. The obligor's capacity to meet its financial commitment on the obligation is strong. Within this category, certain obligations are designated with a plus sign (+). This indicates that the obligor's capacity to meet its financial commitment on these obligations is extremely strong.
A-2	A short-term obligation rated A-2 is somewhat more susceptible to the adverse effects of changes in circumstances and economic conditions than obligations in higher rating categories. However, the obligor's capacity to meet its financial commitment on the obligation is satisfactory.

Source: <http://www.standardandpoors.com>

8. Measurement

The investment return for the portfolio is to be regularly reviewed. The market value and investment maturities are to be assessed at least once a month to coincide with management reporting.

9. Procedures

Investments placed by Council's authorised advisor/s and managers must be appropriately documented at the time of placement.

Appropriate procedures and controls in regards to record keeping, reconciliation, authorisation forms and accounting for investments shall be prepared and maintained to give effect to this policy.

All investments must be authorised in writing by the CEO, or EMRC's authorised managers as per the CEO's delegated authority, prior to the investments being made.

10. Reporting

An investment report is to be prepared each month detailing compliance with the criteria outlined in this policy.

The investment report is to be presented to Council at the next ordinary meeting of the Council following the end of the month to which the report relates. If the statement is not prepared in time to present it to that meeting it is to be presented at the next Ordinary Meeting of the Council following that meeting.



11. Investment Advisor

The CEO has delegated authority to appoint an investment adviser when considered appropriate.

The local government's investment advisor must be licensed by the Australian Securities and Investment Commission. The advisor must be an independent person who has no actual or potential conflict of interest in relation to investment products being recommended; and is free to choose the most appropriate product within the terms and conditions of the investment policy.

12. Investment Strategy

EMRC's investment strategy is to optimise investment income within its acceptable levels of risk whilst ensuring the security of these funds enabling the EMRC to meet its business objectives.

Key considerations in this regard include funding requirements identified in the Five Year Plan.

To implement the requirement for diversification, Council's authorised advisors and managers will comply with the Overall Portfolio Limits, Single Entity Exposure, and Term to Maturity limits, as detailed in section 7(a)(b)(c).

The EMRC may invest all of the total investments in Commonwealth/State/Territory bonds.

An indicative sample list of complying authorised deposit-taking institutions (ADI's) is reflected in the Appendix and may vary from time to time

FINANCIAL CONSIDERATIONS

As indicated in this policy.



Appendix: Indicative Sample List of Compliant Authorised Deposit-Taking Institutions (ADI's)

As at January 2019:

ADI Name	Standard & Poor's Credit Rating (Long / Short)	EMRC Policy Limit per ADI based on short-term credit rating limits
ANZ Banking Group Ltd.	AA- / A-1+	45%
Bank of Western Australia Ltd.	AA- / A-1+	45%
Commonwealth Bank of Australia	AA- / A-1+	45%
National Australia Bank Ltd.	AA- / A-1+	45%
Westpac Banking Corp.	AA- / A-1+	45%
AMP Bank Ltd	A+ / A-1	35%
Suncorp Metway Ltd	A+ / A-1	35%
ING Bank	A / A-1	35%
Macquarie Bank Ltd	A / A-1	35%
Bank of Queensland	BBB+/A-2	5%
Bendigo & Adelaide Bank	BBB+/A-2	5%
Rural Bank	BBB+/A-2	5%
Credit Union Australia	BBB/A-2	5%
ME Bank	BBB/A-2	5%



Adopted/Reviewed by Council

1. 29 June 2000
2. 27 July 2000
3. 02 May 2002
4. 17 June 2004
5. 23 February 2006
6. 18 September 2008 (reported to Council and referred to Investment Committee)
7. 19 August 2010
8. 23 September 2010
9. 25 November 2010
10. 10 May 2012
11. 6 December 2012
12. 18 September 2014
13. 06 December 2018
14. 21 February 2019

Next Review

Following the Ordinary Elections in 2021

Responsible Directorate

Corporate Services



15 REPORTS OF DELEGATES

Nil

16 MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

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

Nil

18 CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

Nil

19 FUTURE MEETINGS OF THE INVESTMENT COMMITTEE

The Investment Committee will meet as required. The next Investment Committee meeting will be held at a date to be advised.

20 DECLARATION OF CLOSURE OF MEETING

There being no further business, the meeting was closed at 7:01pm.



16 REPORTS OF DELEGATES

Nil

17 MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

17.1 NOTICE OF MOTIONS RECEIVED FROM CR PIFFARETTI

In accordance with Clause 4.18 of the *EMRC Standing Orders Local Law 2013*, Cr Piffaretti has given notice of her intention to move the following motion at the Ordinary Meeting of Council to be held on 21 February 2019:

First motion

To ensure that EMRC Councillors have the necessary information to make an informed decision, future reports on tenders are to include the Tender Recommendation Reports that are prepared by officers as a confidential attachment.

Officer Comments

The Tender Recommendation Reports are provided to TAC members separate to the agenda items to facilitate the TAC decision making and to keep this information on the evaluation and scoring from the public domain where it could be challenged by a disgruntled tenderer.

This system has served the EMRC well over a long period. We view the TAC's role as the primary committee of Council with appropriate technical expertise to review, assess and recommend/reject the officers recommendation.

Due to the technical and administrative nature of the Recommendations and Assessment reports, there may be too much information resulting in time consuming demands on Councillors time. However, if Council so wishes, the EMRC officers will investigate the introduction of a secure portal to allow access to these reports.

Hence, the Tender Recommendation Reports would remain confidential and all that is released is the Council resolution.

It is the EMRC officers' recommendation that the use of a secured councillor portal be investigated and implemented so as to provide access to the Tender Recommendation Reports on a confidential basis.

MOTION

That Council ensure that EMRC Councillors have the necessary information to make an informed decision, future reports on tenders are to include the Tender Recommendation Reports that are prepared by officers as a confidential attachment.

Cr Piffaretti explained the rationale behind the two motions.

The mover and seconder exercised their rights of address.

COUNCIL RESOLUTION(S)

MOVED CR PALMER

SECONDED CR MYKYTIUK

THAT COUNCIL ENSURE THAT EMRC COUNCILLORS HAVE THE NECESSARY INFORMATION TO MAKE AN INFORMED DECISION, FUTURE REPORTS ON TENDERS ARE TO INCLUDE THE TENDER RECOMMENDATION REPORTS THAT ARE PREPARED BY OFFICERS AS A CONFIDENTIAL ATTACHMENT.

CARRIED UNANIMOUSLY



Item 17 continued

17.2 NOTICE OF MOTION RECEIVED FROM CR PIFFARETTI

Second motion:

1. *The Terms of Reference of the Technical Advisory Committee be amended to:*
 - a) *Include one Councillor from each member Council as members of the Committee; and*
 - b) *Require that the Chair of the Committee be an elected representative from one of the member Councils.*
2. *The Terms of Reference of the Technical Advisory Committee be amended so that the CEO of the EMRC or nominee are non-voting members of the committee.*

Officer Comments

The EMRC doesn't agree with the first part of the motion because this committee is formed with technical officers to consider and recommend on technical matters being dealt with by the EMRC including tenders, waste tonnage reports, agreements between the EMRC and member Councils for services provided, technical conferences and so on. If Councillors are appointed then there will be no guarantee that they will have a technical background and understanding upon which to base their advice to Council. The Resource Recovery Committee (RRC) was created with officers and councillors because the Resource Recovery Project is a big project for the EMRC and it was felt that having councillor input at an officer/councillor committee would enable better buy in by the full council which is what has happened in the main over the last 18 years. If we have councillor members on the TAC, this may stifle officer discussion and it will mean meetings can't start until 5 pm due to Councillor availabilities.

With regards to the second part of the motion, we don't agree with the CEO being a non-voting member. The CEO or his/her nominee is there for his/her experience and expertise along with member Council technical officers. Similarly with the technical member Council officers the CEO should have a vote and with it the responsibility of accountability for his/her own determinations.

The EMRC officers do not recommend any changes be made to the terms of reference of the Technical Advisory Committee.

MOTION

That

1. *The Terms of Reference of the Technical Advisory Committee be amended to:*
 - a) *Include one Councillor from each member Council as members of the Committee; and*
 - b) *Require that the Chair of the Committee be an elected representative from one of the member Councils.*
2. *The Terms of Reference of the Technical Advisory Committee be amended so that the CEO of the EMRC or nominee are non-voting members of the committee.*

The motion was moved by Cr Kovalevs and seconded by Cr McKenna.

Cr Kovalevs spoke for the motion explaining that Councillor involvement will enhance the TAC.

Cr McKenna spoke for the motion pointing out that the Stakeholder Perception Survey presented earlier noted that communication was lacking with our own member Council councillors therefore a way to improve that communication was to be part of everything.

After the mover and seconder exercised their rights of address, Cr Lavell spoke against the motion explaining that the TAC was an advisory committee and that Councillors should leave the technical Officers to do their job, which is to assess and advise.



Item 17 continued

Cr Palmer spoke for the motion noting that the recent TAC meeting held on 7 February 2019 lasted only sixteen (16) minutes.

Cr Wolff spoke against the motion explaining that the TAC committee deals with operational matters. Councillors have an input at Council level as the TAC makes recommendations to Council through the minutes that are received as part of the Council Agenda. Cr Wolff suggested that if the TAC is to have Councillor members then it may be appropriate that the TAC and RRC become one committee.

Cr Wilson spoke for the motion supporting Cr Kovalevs views and felt that if Councillors were involved with the TAC they would be across more of the organisation.

Cr O'Connor spoke against the motion noting that although all Councillors received the TAC minutes in tonight's Council agenda there were no questions asked. Cr O'Connor felt that TAC members were experts in their field and were there to give advice to the officers and then to Council and that Councillors should not be involved in operational matters but be more thorough at Council level and ask more questions.

Cr Daw spoke for the motion noting that if Councillors express an interest in being part of a committee then they should be allowed.

Upon the decision to move to close the debate Cr Kovalevs exercised his right of reply.

COUNCIL RESOLUTION(S)

MOVED CR KOVALEVS

SECONDED CR MCKENNA

THAT COUNCIL:

1. *AMEND THE TERMS OF REFERENCE OF THE TECHNICAL ADVISORY COMMITTEE TO:
 - c) *INCLUDE ONE COUNCILLOR FROM EACH MEMBER COUNCIL AS MEMBERS OF THE COMMITTEE; AND*
 - d) *REQUIRE THAT THE CHAIR OF THE COMMITTEE BE AN ELECTED REPRESENTATIVE FROM ONE OF THE MEMBER COUNCILS.**
2. *AMEND THE TERMS OF REFERENCE OF THE TECHNICAL ADVISORY COMMITTEE SO THAT THE CEO OF THE EMRC OR NOMINEE ARE NON-VOTING MEMBERS OF THE COMMITTEE.*

CARRIED 7/5



Item 17 continued

17.3 NOTICE OF MOTION RECEIVED FROM CR O'CONNOR

In accordance with Clause 4.18 of the *EMRC Standing Orders Local Law 2013*, Cr O'Connor has given notice of his intention to move the following motion at the Ordinary Meeting of Council to be held on 21 February 2019:

Motion

That Council request the CEO to amend the EMRC Records Policy (or similar) to reflect the following changes:

- 1. Confidential documents and attachments are to be emailed to all councillor and deputy members upon delivery of all relevant agendas.*
- 2. There is no requirement of councillors or deputy members to return confidential attachments to the CEO.*

Rationale provided by Cr O'Connor

For many years, the EMRC has managed confidential documents in line with the relevant council policies through the use of paper distribution and then collection of these documents at the end of each meeting. For councillors to be effective in our roles, it is important that we have access to information, and that we are trusted to maintain integrity and confidentiality at all times. On most occasions confidential items are related to ongoing long-term projects and not being able to access past documents in a timely manner is not conducive to good decision making.

I personally prefer to reflect upon past confidential documents when considering a new officer recommendation that relates to an ongoing matter.

There have been occasions when I have read an officer's report and found that specific background information is not included yet that information is held in a previous confidential attachment that I have handed back and cannot reference.

All councillors and deputy members have sworn an oath to abide by the *Local Government Act 1995* which under section 5.93 of the Act, specifically discusses the improper use of information and associated penalties.

A well-functioning local government and council has at its core; a set of values that guide the way we do business. Of the EMRC's five values being: excellence, recognition, innovation, responsiveness and integrity, integrity is one that helps to build a culture of trust, respect and honesty. Integrity refers to accountability and consistency in all that we do.

The EMRC administration needs to be able to trust the council that they will act with integrity and honesty and the council needs to feel the same way about the EMRC administration.

This motion will go some way towards improving the integrity of our decision making processes in the future.



Item 17.3 continued

Officer Comments

The current practice of managing confidential documents is attributable to several instances in the past where confidentiality may have been breached.

It was adopted by Council at its 2 December 2010:

THAT:

1. *COUNCIL BY AN ABSOLUTE MAJORITY IN ACCORDANCE WITH REGULATION 10 OF THE LOCAL GOVERNMENT (ADMINISTRATION) REGULATION 1996 RESCINDS ITS RESOLUTION OF 4 DECEMBER 2008:
 "THAT MEMBER COUNCIL CEO'S AND OFFICERS NOT BE PERMITTED TO STAY BEHIND CLOSED DOORS FOR CONFIDENTIAL ITEMS IN THE FUTURE."*
2. *COUNCIL ADOPTS THE PROTOCOL FOR DEALING WITH CONFIDENTIAL ITEMS AS CONTAINED WITHIN THIS REPORT AND IT BE FURTHER DEVELOPED TO INCORPORATE EXPLANATORY FOOTNOTES.*

Accordingly the current practice of disseminating confidential information is reflective of that instruction by Council.

The EMRC officers acknowledge Cr O'Connor's rationale as well as the fact that Councillors are also bound by the *Local Government Act 1995*, the *EMRC Code of Conduct* and the *Local Government (Rules of Conduct) Regulation 2007*.

Per the EMRC Code of Conduct, Councillors must not disclose written or oral information that is provided to them, or obtained by them, in confidence or, in the case of a document, is marked by the CEO to be confidential. Regulation 6 of the *Local Government (Rules of Conduct) Regulation 2007* prohibits an elected member from disclosing confidential information, or information acquired at a closed meeting.

Due discretion must be exercised by all those who have access to confidential or sensitive information. This applies not only to the proper disclosure of that information, but also to the appropriate measures to be taken to ensure that the security of the information is not compromised.

Section 5.93 of the *Local Government Act 1995* prohibits an elected member from making 'improper use of any information acquired in the performance by the person of any of his or her functions or any other written law to:

- (a) gain directly or indirectly an advantage for the person or any other persons; or
- (b) cause detriment to the local government or any other person.

The penalty, on conviction, is a fine of \$10,000 or imprisonment for 2 years.

The EMRC Officers are currently investigating the use of a Councillor portal to facilitate the dissemination of confidential information and accordingly would recommend the first part of the motion be amended to allow for the dissemination by other electronic means and not limited to just electronic mail (email).

Alternative recommendation

That confidential Council agenda items including documents and attachments be disseminated by electronic means to Councillors and Deputy members via an appropriately secured distribution method.



Item 17.3 continued

Cr O'Connor moved the motion which was seconded by Cr Stallard.

Discussion ensued on the investigation and implementation of council portals.

It was noted that the EMRC officers had offered an alternative motion in light of the portal. Cr O'Connor did not agree with the amendments and as a result, his original motion was tabled for Council's decision.

Motion

That Council request the CEO to amend the EMRC Records Policy (or similar) to reflect the following changes:

- 1. Confidential documents and attachments are to be emailed to all councillor and deputy members upon delivery of all relevant agendas.*
- 2. There is no requirement of councillors or deputy members to return confidential attachments to the CEO.*

RECOMMENDATION(S)

That Council request the CEO to amend the EMRC Records Policy (or similar) to reflect the following changes:

- 1. Confidential documents and attachments are to be emailed to all councillor and deputy members upon delivery of all relevant agendas.*
- 2. There is no requirement of councillors or deputy members to return confidential attachments to the CEO.*

COUNCIL RESOLUTION(S)

MOVED CR O'CONNOR

SECONDED CR STALLARD

THAT COUNCIL REQUESTS THE CEO TO AMEND THE EMRC RECORDS POLICY (OR SIMILAR) TO REFLECT THE FOLLOWING CHANGES:

1. CONFIDENTIAL DOCUMENTS AND ATTACHMENTS ARE TO BE EMAILED TO ALL COUNCILLOR AND DEPUTY MEMBERS UPON DELIVERY OF ALL RELEVANT AGENDAS.
2. THERE IS NO REQUIREMENT OF COUNCILLORS OR DEPUTY MEMBERS TO RETURN CONFIDENTIAL ATTACHMENTS TO THE CEO.

CARRIED UNANIMOUSLY

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

The following confidential items were dealt with prior to Item 9, Confirmation of Minutes of Previous Meetings.

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

MOVED CR KOVALEVS

SECONDED CR MYKYTIUK

THAT WITH THE EXCEPTION OF THE ACTING CEO, DIRECTOR CORPORATE SERVICES, DIRECTOR WASTE SERVICES, EMRC DEPUTY COUNCILLORS, MEMBER COUNCIL CEO'S, MEMBER COUNCIL TECHNICAL OFFICER, MANAGER FINANCIAL SERVICES, EXECUTIVE ASSISTANT TO ACTING CEO AND PERSONAL ASSISTANT TO THE DIRECTOR CORPORATE SERVICES 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 6:27pm and members of the public departed the Council Chambers.

Cr Ehrhardt and Cr Johnson from the City of Bayswater departed Council Chambers at 6:27pm.

The Acting Chief Executive Officer, Director Corporate Services, Director Waste Services, EMRC Deputy Councillors, member Council CEO's, member Council Technical Officer, Manager Financial Services, Executive Assistant to Acting CEO and Personal Assistant to the Director Corporate Services remained in Council Chambers.

19.1 ITEM 15.1 OF THE CHIEF EXECUTIVE OFFICERS ADVISORY COMMITTEE MINUTES - UPDATE ON THE REVIEW OF THE ESTABLISHMENT AGREEMENT OF THE EMRC

REFERENCE: D2019/02257

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

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

19.2 ITEM 14.1 OF THE RESOURCE RECOVERY COMMITTEE MINUTES – DRAFT MEMORANDUM OF UNDERSTANDING – RENEWABLE ENERGY POWER PURCHASE AGREEMENT

REFERENCE: D2019/02170

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

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



Item 19 continued

19.3 ITEM 14.2 OF THE RESOURCE RECOVERY COMMITTEE MINUTES - RESOURCE RECOVERY FACILITY UPDATE

REFERENCE: D2019/02171

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

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

19.4 ITEM 14.3 OF THE RESOURCE RECOVERY COMMITTEE MINUTES - NEW PROJECT – LIQUID WASTE PROJECT, RED HILL WASTE MANAGEMENT FACILITY

REFERENCE: D2019/02172

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

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 KOVALEVS SECONDED CR MYKYTIUK

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 of the meeting were re-opened at 7:08pm and members of the public returned to the Council Chambers.



Item 19 continued

Recording of the resolutions passed behind closed doors, namely:

**19.1 ITEM 15.1 OF THE CHIEF EXECUTIVE OFFICERS ADVISORY COMMITTEE MINUTES -
UPDATE ON THE REVIEW OF THE ESTABLISHMENT AGREEMENT OF THE EMRC**

REFERENCE: D2019/02257

COUNCIL RESOLUTION(S)

MOVED CR LAVELL

SECONDED CR O'CONNOR

THAT COUNCIL:

1. NOT PURSUE ANY CHANGES TO THE ESTABLISHMENT AGREEMENT AT THIS TIME; AND
2. NOTES THE CHIEF EXECUTIVE OFFICERS ADVISORY COMMITTEE HAS WITHDRAWN THE INITIAL DRAFT RESPONSES TO THE JULY 2018 WORKSHOP QUESTIONS TO ALLOW FURTHER TIME FOR THE COMMITTEE TO GIVE FURTHER CONSIDERATIONS TO THE RESPONSES DURING MARCH 2019.

CARRIED UNANIMOUSLY

**19.2 ITEM 14.1 OF THE RESOURCE RECOVERY COMMITTEE MINUTES – DRAFT MEMORANDUM
OF UNDERSTANDING – RENEWABLE ENERGY POWER PURCHASE AGREEMENT**

REFERENCE: D2019/02170

COUNCIL RESOLUTION(S)

MOVED CR LAVELL

SECONDED CR WOLFF

THAT:

1. COUNCIL APPROVES IN PRINCIPLE THE DEVELOPMENT OF A DRAFT MEMORANDUM OF UNDERSTANDING BETWEEN THE EMRC, THE RRF PARTICIPATING MEMBER COUNCILS AND HITACHI ZOSEN INOVA (HZI) CONSORTIUM FOR THE SUPPLY OF RENEWABLE ENERGY FROM THE EAST ROCKINGHAM RESOURCE RECOVERY FACILITY.
2. THE REPORT REMAINS CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO.

CARRIED 10/2



Item 19 continued

19.3 ITEM 14.2 OF THE RESOURCE RECOVERY COMMITTEE MINUTES - RESOURCE RECOVERY FACILITY UPDATE

REFERENCE: D2019/02171

COUNCIL RESOLUTION(S)

MOVED CR WOLFF

SECONDED CR KOVALEVS

THAT:

1. COUNCIL NOTES THE CONTRACTOR'S ADVICE THAT FINANCIAL CLOSE FOR THE EAST ROCKINGHAM RESOURCE RECOVERY FACILITY (RRF) PROJECT MAY NOT BE REACHED BY 14 MARCH 2019 AS SPECIFIED IN THE WASTE SUPPLY AGREEMENT.
2. COUNCIL GRANTS AN EXTENSION OF TIME FOR THE CONTRACTOR TO ACHIEVE FINANCIAL CLOSE UNTIL 30 JUNE 2019.
3. COUNCIL AUTHORISES THE CEO TO GRANT FURTHER EXTENSIONS OF TIME TO THE CONTRACTOR FOR FINANCIAL CLOSE AS REQUIRED.
4. THE REPORT REMAINS CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO.

CARRIED UNANIMOUSLY

19.4 ITEM 14.3 OF THE RESOURCE RECOVERY COMMITTEE MINUTES - NEW PROJECT – LIQUID WASTE PROJECT, RED HILL WASTE MANAGEMENT FACILITY

REFERENCE: D2019/02172

COUNCIL RESOLUTION(S)

MOVED CR DAW

SECONDED CR KOVALEVS

THAT COUNCIL DEFER THE ITEM TO A FUTURE COUNCIL MEETING AND REQUEST THE CEO HOLD A BRIEFING SESSION TO INTERESTED COUNCILLORS.

CARRIED 11/1

20 FUTURE MEETINGS OF COUNCIL

The next meeting of Council will be held on **Thursday 21 March 2019** at the EMRC Administration Office, 1st Floor, Ascot Place, 226 Great Eastern Highway, Belmont WA 6104 commencing at 6:00pm.

Future Meetings 2019

Thursday	21 March		at	EMRC Administration Office
Thursday	18 April	(if required)	at	EMRC Administration Office
Thursday	23 May	(if required)	at	EMRC Administration Office
Thursday	20 June		at	EMRC Administration Office
Thursday	18 July	(if required)	at	EMRC Administration Office
Thursday	22 August	(if required)	at	EMRC Administration Office
Thursday	19 September		at	EMRC Administration Office
Thursday	5 December		at	EMRC Administration Office
January 2020 (recess)				

21 DECLARATION OF CLOSURE OF MEETING

There being no further business, the meeting was closed at 7:50pm.