



MINUTES

CERTIFICATION OF CONFIRMATION OF COMMITTEE MEETING MINUTES

4 JULY 2013

I, Mr Jim Coten, hereby certify that the following minutes [pages 1 to 25] of the Meeting of **TECHNICAL ADVISORY COMMITTEE** held on 4 July 2013 were confirmed at a meeting of the Committee held on 5 September 2013.



Signature

Mr Jim Coten

Person presiding at the Committee Meeting held on 5 September 2013

TECHNICAL ADVISORY COMMITTEE

MINUTES

4 July 2013

(REF: COMMITTEES-15781)

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, 4 July 2013**. The meeting commenced at **4:30pm**.

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1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Chairman opened the meeting at 4:30pm.

2 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE PREVIOUSLY APPROVED

Committee Members

Mr Jim Coten (Chairman)	Executive Manager Operations	City of Swan
Mr Simon Stewert-Dawkins (Deputy Chairman) (<i>from 4.32pm</i>)	Director Operational Services	Town of Bassendean
Mr Shane Purdy	Director Infrastructure Services	Shire of Mundaring
Mr Doug Pearson	Director Technical Services	City of Bayswater
Mr Ric Lutey	Director Technical Services	City of Belmont
Mr Peter Schneider	Chief Executive Officer	EMRC

Apologies

Mr Clayton Higham	Director Development and Infrastructure Services	Shire of Kalamunda
Mr Sam Assaad	Manager Infrastructure Services	Shire of Kalamunda

EMRC Officers

Mr Stephen Fitzpatrick	Acting Director Waste Services
Mr Hua Jer Liew	Director Corporate Services
Mr Johan Le Roux	Manager Waste Services
Gilbert Arlandoo	Civil Engineer
Ms Giulia Bono	Administration Officer (Minutes)

3 DISCLOSURE OF INTERESTS

Nil

4 ANNOUNCEMENT BY THE CHAIRMAN OR PERSON PRESIDING WITHOUT DISCUSSION

Nil



5 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

5.1 MINUTES OF THE TECHNICAL ADVISORY COMMITTEE MEETING HELD ON 9 MAY 2013

That the Minutes of the Technical Advisory Committee meeting held on 9 May 2013, which have been distributed, be confirmed.

TAC RESOLUTION(S)

MOVED MR PEARSON SECONDED MR PURDY

THAT THE MINUTES OF THE TECHNICAL ADVISORY COMMITTEE MEETING HELD ON 9 MAY 2013 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.

CARRIED UNANIMOUSLY

6 PRESENTATIONS

Nil

7 ANNOUNCEMENT OF CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

Nil

8 BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING

Nil



9 REPORTS OF OFFICERS

9.1 TENDER 2012/11 SUPPLY AND DELIVERY OF ALTERNATIVE DAILY COVER SLURRY DRY MIXES

REFERENCE: COMMITTEES-15799

PURPOSE OF REPORT

To advise Council of the results of the tender for the supply and delivery of alternative daily cover slurry dry mixes for the Red Hill Waste Management Facility, and recommend acceptance of the tender from Odour Control Systems International Limited.

KEY ISSUES AND RECOMMENDATION(S)

- A tender for the supply and delivery of alternative daily cover slurry dry mixes was advertised in the West Australian newspaper on 25 May 2013.
- Tenders closed on 7 June 2013. Two submissions were received.
- The tender called for the supply and delivery of alternative daily cover slurry dry mixes for the Red Hill Waste Management Facility.

Recommendations

That:

1. Council award Tender 2012/11 to Odour Control Systems International Limited for the period 19 July 2013 to 18 July 2016 in accordance with the table of charges in the attachment to this report with an option of two single year extensions, exercisable by the CEO subject to satisfactory performance.
2. The contract rates for Tender 2012/11 be adjusted annually using the Consumer Price Index for Perth for the March quarter.

SOURCE OF REPORT

Acting Director Waste Services
Manager Engineering/Waste Services

BACKGROUND

For the last two and a half years Red Hill operations have been using an alternative daily cover to cover the exposed waste at the tip face at the end of each day. 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.

Contract 2009-12, awarded to Odour Control Systems for the supply of and delivery of alternative daily cover slurry for the Red Hill Waste Management Facility recently came to an end of its term. As a result a new tender process had to be called.

REPORT

When the new tender specifications were developed it was decided to expand and also include intermediate cover as well as long term cover products. This will provide Red Hill operations with more flexibility with cover options that may last as long as two years and will not be restricted with the conventional daily cover that will only last up to 7 days.



Item 9.1 continued

Documents were prepared and a Request for Tender, RFT 2012-11, was advertised in the West Australian newspaper on 25 May 2013 and online at the EMRC Tenderlink Website. By the closing date of 7 June 2013, two submissions were received as follows:

- Shayler Pty Ltd at Fred Zarb Family Trust trading as Grass Growers; and
- Odour Control Systems International LTD (Australia).

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:

- 1) Environmental impacts - The tenderer is to provide documentation regarding quality of rain water run-off, flammability of product, water permeability rate, and volatile organic carbon (VOC) suppression tests;
- 2) Health & Safety - The tenderer is to provide details so as to demonstrate that their products are not harmful to the environment as well as harmful or hazardous to operators handling the products;
- 3) Relevant Experience - The tenderer is to provide details regarding their assistance / involvement at other landfills where ADC products are used, as well as their capacity to supply products;
- 4) Suitability of Products – The tenderer is to demonstrate that ADC products on offer are suitable to be used with the EMRC's equipment;
- 5) Suitability of Products – Where applicable (and available) the product is to demonstrate low flammability, low (or nil) free water, vapour suppression capabilities, water permeability rates and toxicity characteristic leaching procedure (TCLP) tests and reports; and
- 6) Tendered Price.

An assessment on the qualitative criteria 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 Limited scoring highest in the overall ranking and the lowest priced tender.

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

STRATEGIC IMPLICATIONS

Key Result Area 1 – Environmental Sustainability

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

Key Result Area 4 – Good Governance

- 4.4 To continue to improve financial and asset management practices

FINANCIAL IMPLICATIONS

On the operating budget for 2013/2014 an allowance of \$250,000 was made for the procurement of alternative daily cover material. Based on the number of bags of ProGaurd IIB and of fibre used during the 2012/2013 financial year and the tender prices received from Odour Control Systems International Limited, the budget of \$250,000 will be sufficient to cover the material procurement costs for 2013/2014.



Item 9.1 continued

SUSTAINABILITY IMPLICATIONS

Providing a daily cover for landfill waste is important to reduce the environmental impact of the waste disposal operations and is furthermore required by the EMRC's license conditions at Red Hill. Alternative daily cover consumes significantly less airspace and clay than conventional daily cover, therefore extending the life of the landfill.

MEMBER COUNCIL IMPLICATIONS

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

ATTACHMENT(S)

Supply and Delivery of Alternative Daily Cover Slurry Dry Mixes Schedule of Rates
(Ref: Committees-15828)

VOTING REQUIREMENT

Simple Majority

Mr Stewart-Dawkins entered the meeting at 4.32pm.

RECOMMENDATION(S)

That:

1. Council award Tender 2012/11 to Odour Control Systems International Limited for the period 19 July 2013 to 18 July 2016 in accordance with the table of charges in the attachment to this report with an option of two single year extensions, exercisable by the CEO subject to satisfactory performance.
2. The contract rates for Tender 2012/11 be adjusted annually using the Consumer Price Index for Perth for the March quarter.



Item 9.1 continued

TAC RECOMMENDATION(S)

MOVED MR LUTEY

SECONDED MR PEARSON

That:

1. Council award Tender 2012/11 to Odour Control Systems International Limited for the period 19 July 2013 to 18 July 2016 in accordance with the table of charges in the attachment to this report with an option of two single year extensions, exercisable by the CEO subject to satisfactory performance.
2. The contract rates for Tender 2012/11 be adjusted annually using the Consumer Price Index for Perth for the March quarter.

CARRIED UNANIMOUSLY

Supply and Delivery of Alternative Daily Cover Slurry Dry Mixes Schedule of Rates

Mix - Dry material. Price includes delivery to Red Hill Waste Management Facility		Price Tendered (ex GST)	GST Component	Price Tendered (inc GST)
Description of bag contents	Standard bag size (kg)	per bag	10%	per bag
1. <u>Daily Cover Mix</u>				
1.1 ProGuard IIB	22.73	\$182.30	\$18.23	\$200.53
1.2 OCS B bags (fibre)	15	\$27.03	\$2.70	\$29.73
2. <u>Intermediate Cover Mix</u>				
2.1 ConCover SW	22.73	\$117.66	\$11.77	\$129.43
1.2 OCS B bags (fibre)	15	\$27.03	\$2.70	\$29.73
3. <u>Long Term Cover Mix</u>				
3.1 ConCover 180	22.73	\$72.51	\$7.25	\$79.76
3.2 OCS B bags (fibre)	15	\$27.03	\$2.70	\$29.73

* Additionally, a discount of 5% is offered on all invoices paid within 5 days of receipt of invoice by e-mail.



9.2 WASTE AND RECYCLE CONFERENCE SEPTEMBER 2013

REFERENCE: COMMITTEES-15812

PURPOSE OF REPORT

To advise Council of the upcoming Waste & Recycle 2013 conference being held in Fremantle on 10-13 September 2013 at The Esplanade Hotel, Fremantle.

KEY ISSUES AND RECOMMENDATION(S)

- The WA Waste & Recycle Conference is to be held in Fremantle between 10-13 September 2013.

Recommendation(s)

That:

1. Councillors and officers note the dates of the forthcoming conference.
2. Councillor(s) _____ be authorised to attend the WA Waste & Recycle 2013 Conference.
3. Two places be offered to the Waste Management Community Reference Group (WMCRG) in the event that some members may wish to attend.

SOURCE OF REPORT

Acting Director Waste Services

BACKGROUND

Advice has been received that the WA Waste and Recycle 2013 Conference is to be held between 10-13 September 2013 at The Esplanade Hotel Fremantle and that the theme of the conference is "Revolution in Roles and Responsibilities".

REPORT

The WA Waste & Recycle Conference is an annual event which caters to those involved in waste management, resource recovery and recycling. In 2012, five EMRC Councillors and one WMCRG member attended the Waste & Recycle Conference.

The theme for 2013 is "Revolution in Roles and Responsibilities". This will include topics on meeting and managing expectations, how to get commitment at a community, Local, State or Federal Government level, and managing difficult wastes. The preliminary programme is attached for information (Attachment 1).

Registration includes access to internal exhibition displays, the opportunity to hear three international and several interstate keynote speakers and networking opportunities over morning and afternoon tea breaks and lunch. Attendance also allows for participants to share experience and knowledge with peers on previous achievements and successes and network with others in the waste and recycling industry.



Item 9.2 continued

The tours and workshops this year include:

- Instant Waste's new C&D MRF;
- Dicom and WMRC tour;
- SMRC alternative waste;
- Tamala Park Landfill;
- Rottnest Island Tour;
- Swan Valley Tour;
- Waste 101 tour and workshop;
- Planning workshop; and
- Community expo.

The 2013 Waste and Recycle Conference will again feature a Waste Authority's breakfast and the keynote speakers include Bruce Howie (HDR (Energy from Waste consultants), USA), Dr Stuart Wagland (lecturer in renewable energy, Cranfield University, UK), Bea Johnson (author of Zero Waste Home, USA). There will also be a keynote speaker on extended producer responsibility and special guest speaker Dr Karl Kruszelnicki.

The conference programme covers a range of issues that are generally of interest to the EMRC. The 2013 conference assessment form is attached (Attachment 2) as is the conference registration form (Attachment 3).

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

Two of the host organisations are WALGA and the WMAA. The EMRC supports both of these organisations by participating in their activities and by cooperating and sharing information with others.

FINANCIAL IMPLICATIONS

The expenditures for councillor and officer attendance at conferences are budgeted each year. Similarly, an allowance of \$3,000 is made each year in the Resource Recovery Budget for WMCRG members to attend local conferences and seminars.

SUSTAINABILITY IMPLICATIONS

Nil



Item 9.2 continued

MEMBER COUNCIL IMPLICATIONS

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

ATTACHMENT(S)

1. Conference Programme (Ref: Committees-15826)
2. Conference Assessment Form (Ref: Committees-15817)
3. Conference Registration Form (Ref: Committees-15827)

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION(S)

That:

1. Councillors and officers note the dates of the forthcoming conference.
2. Councillors _____ be authorised to attend the W.A. Waste and Recycle 2013 Conference.
3. Two places be offered to the Waste Management Community Reference Group (WMCRG) in the event that some members may wish to attend.

TAC RECOMMENDATION(S)

MOVED MR PURDY

SECONDED MR LUTEY

That:

1. Councillors and officers note the dates of the forthcoming conference.
2. Councillors _____ be authorised to attend the W.A. Waste and Recycle 2013 Conference.
3. Two places be offered to the Waste Management Community Reference Group (WMCRG) in the event that some members may wish to attend.

CARRIED UNANIMOUSLY

Wednesday 11 September

Visit the Instant Waste Facility and view the new material recovery facility.

Instant Waste

HALF-DAY TOUR (AM offsite)



Tour of the DICOM facility (Anaerobic Digester) and Western Metropolitan Regional Council Transfer Station.

DICOM & WMRC Tour

HALF-DAY TOUR (PM offsite)



Southern Metropolitan Regional Council: Alternative Waste Treatment and Material Recovery Facility Tour. The Southern Metropolitan Regional Council new material recovery facility will be available for viewing. This tour also offers the opportunity to visit the existing alternative waste treatment facility.

SMRC Alternative Waste

HALF-DAY TOUR (AM offsite)



The Mindarie Regional Council (MRC) in Perth's northern corridor receives over 350,000 tonnes of waste each year at its state-of-the-art facilities. Join this half-day tour and see the impressive Tamala Park landfill operation. Included is a visit to the public recycling and hazardous waste collection centre, transfer station and the landfill site itself.

Tamala Park Landfill

HALF-DAY TOUR (AM offsite)

**Rottnest Island Tour**

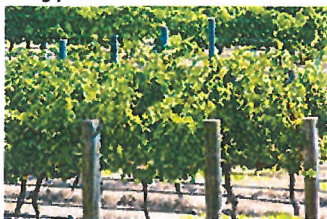
ALL-DAY TOUR (offsite)
including partners



Rottnest Island, located a 25 minute ferry ride from Fremantle, is a class 'A' nature reserve. This tour offers you the opportunity to hear from the Rottnest Island Authority about the challenges of managing waste in a delicate natural environment and the issues with waste management in an island setting. This tour includes a return ferry trip to Fremantle, a presentation from the Rottnest Island Authority about waste management practices on the island and a guided tour of the island including major attractions. There will also be some free time to allow you to explore the island.
Warning: the ferry crossing can be rough at this time of year, if you suffer from sea sickness think carefully before signing up for this tour!

Swan Valley Tour

ALL-DAY TOUR (offsite)
including partners



Waste 101 Tour & Workshop

FULL-DAY TOUR Workshop (morning) onsite and
Tours (afternoon) offsite.

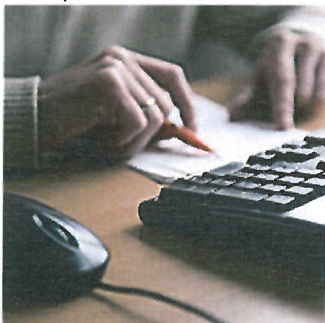


New to the industry or want a bit of a refresher? Then this is the session for you! This workshop and tour day long session will give you an overview of the many different aspects of the waste and recycling industry. The morning session is an onsite workshop covering the key waste and recycling concepts, legislation and issues.

The afternoon is a whirlwind tour of recycling and waste facilities which will showcase some great WA examples of infrastructure.

Planning Workshop

HALF-DAY WORKSHOP
(AM onsite)



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Thursday 12 September

7.00am -8.30am	Waste Authority Breakfast	
8.30am	Welcome to Country Official Delegate Welcome Official Opening of the Conference by Minister Introduction to all Keynote Speakers	
9.00am	Bruce Howie (USA) HDR, Vice President, Professional Associate Practice Leader for Energy from Waste Consulting	
9.40am	EPR Speaker TBC	
10.20am	Morning Tea	served in the Trade Exhibition Halls
10.50am	Panel Session-New Roles in a New World	60 minutes of presentations from our Keynote Speakers and expert panel followed by 60 minutes of floor debates.
12.50pm	Lunch	1hr 10 mins
2.00pm	Panel Session Technology Options: Pick and Mix or Set and Forget One hour of presentations from Keynote Speaker Bruce Howie (USA) and other specialty speakers followed by 30 minutes of on-floor discussions. Expert Panel to include: Bruce Howie (USA) Dr Paul Vogel (EPA) Janelle Booth (APC) Other Panel members names to be advised.	Panel Session Public Participation: "Why should we care about waste?" One hour and ten minutes of presentations from Keynote Speaker Bea Johnson (USA) and other specialty speakers followed by twenty minutes of on-floor discussions. Expert Panel to include: Bea Johnson (USA) Marie-Louise Hunt (OWA) Richard PH James Mayor Simon Withers (Town of Cambridge) Taryn Beagley (SMRC) Other Panel members names to be advised.
3.30pm	Afternoon Tea	
4.00pm	Dedicated Trade Exhibition Display time including a happy hour.	Keynotes and Waste Authority available at tables in the trade exhibition for more in depth discussion.
5.00pm -7.00pm	Tropical Cocktail Function	

Waste & Recycle 2013

Revolution in Roles and Responsibilities

Program

Friday 13 September

8.30am	Welcome		
8.35am	Dr Stuart Wagland (UK) Cranfield University Lecturer in Renewable Energy from Waste in the Department of Environmental Science and Technology		
9.15am -9.55am	Bea Johnson (USA) Author of "Zero Waste Home" <i>Refuse, Reduce, Reuse, Recycle, Rot</i>		
10.00am	Morning Tea		
	Stream: Alternative Options	Stream: Revolution	Stream: Technical
10.30am	Stuart Wagland (UK) Keynote Speaker	Adam Johnson Garbologie <i>A world without waste</i>	Brendan Doherty Southern Metropolitan Regional Council <i>Source Separation: allocating responsibility to optimise the recovery of waste</i>
10.50am	Hamish Jolly Biogas Renewables Pty Ltd <i>Bioenergy from Commercial Food and Organic Waste-The Richgro Project Experience</i>	Jessica Sheehan Australian Packaging Covenant <i>China: Challenges and Opportunities for Australian Recycling</i>	Aimee Hynes Western Metropolitan Regional Council <i>Modelling the future: Learn without doing</i>
11.10am	Simone Cunningham & Anne Prince Zero Waste SA & APC <i>Optimum compaction of dry recyclables at kerbside - container deposit legislation makes the difference</i>	Kuda Mangwe <i>Leading your community online: Social Media Best practice for Local Government</i>	Chaminda Mendis City of Nedlands <i>Implementation of Three bin system at the City of Nedlands</i>
11.30am	Christian Reynolds University of South Australia <i>Estimating Australia's food waste generation in detail</i>	Rebecca Prince-Ruiz Western Metropolitan Regional Council <i>Plastic Free July: will you accept the Challenge?</i>	Kyle Boardman City of Mandurah <i>Case Study: Waste Compaction System at the Mandurah Waste Management Centre</i>
11.50am	David Love Electrical, Utilities & Public Administration Training Council Inc. <i>Workforce for the future</i>	I-Lyn Loo Department of Environment and Conservation <i>Review of the WARR Act</i>	Sharon Mitchell Greater Taree City Council <i>Managing Risks in Landfill Operations</i>
12.10pm	Lunch		
	Stream: Product Stewardship	Stream: Policy/regional	Stream: Local Govt/Technical
1.10pm	EPR Keynote Speaker	Marie-Louise Hunt Office of the Waste Authority <i>Engaging our communities: the role of the Waste Authority in communications on the waste journey</i>	Edward Kosior Nextek Ltd <i>Innovations in high-value recycling of post consumer plastics waste - European experience</i>
1.30pm	Mika Leandro Conservation Council of Western Australia (Inc.) <i>Recycle refunds the revolution in industries role and responsibilities when it comes to recycling</i>	Erica Olesson Net Balance <i>Getting the best out of your waste data</i>	Tony Kutra Envac Australia <i>Automated Waste Collection</i>

12.10pm	Lunch	
	AND Piers Verstegen Conservation Council of Western Australia (Inc.) <i>Extended Producer Responsibility – a Revolution In Roles and Responsibilities</i>	
1.50pm	John Polhill Sustainability Victoria <i>From Government Take-back Schemes to Industry led Product Stewardship Programs</i>	Stan Krpan Sustainability Victoria <i>Growing the waste industry: The role for government.</i>
		Mike Tolson Tarpomatic Australia division of Superior Environmental Services P/L <i>Increasing Landfill Life While Increasing Revenue</i>
2.10pm	Erin Henson Zero Waste SA <i>E-waste recovery in South Australia – how we have managed with collection programs, landfill bans and the much anticipated transition into the product stewardship scheme</i>	Andy Gulliver C-Wise <i>Managing Putrescible Wastes in Regional Communities – Commitments and Expectations</i>
2.30pm	Carmel Dollison Australia and New Zealand Recycling Platform (ANZRP) <i>Ensuring a sustainable Product Stewardship (TV & Computers) scheme: Industry Point of View</i>	Stuart Cowie Regional and Remote Working group. C/- Department of Environment and Conservation <i>Solutions for Waste Management in Regional and Remote Australia A Compilation of Case Studies</i>
-2.50pm		Dean Beckman Tyrecycle <i>Tyre Recycling in Australia – Current Barriers</i>
3.00pm	Special Guest Speaker – Dr Karl As previously introduced by Andrew Denton: Dr Karl Kruszelnicki has made science fun for a whole generation of Australians. A survey at Sydney University, where he holds the Julius Sumner Miller Fellowship, found that one in seven students had chosen their career specifically because of him.	Using radio, TV, newspapers, books and the Internet, he's addressed every conceivable question about the universe, from the profound to the deeply inane. Please welcome a man with an unfailingly curious mind and a licence to use it.
3.45pm	Conference Wrap-up	
4.00pm	Closing drinks	
-4.30pm		
7.15pm	Conference Dinner Themed: "Revolution and Revolutionaries"	Sponsored by Tarpomatic Australia



EASTERN METROPOLITAN REGIONAL COUNCIL

CONFERENCE ASSESSMENT FORM

CONFERENCE DETAILS: __WASTE & RECYCLE CONFERENCE 2013

ORGANISING BODY: __WALGA, DEC and WMAA_____

LOCATION/ DATE: __The Esplanade Hotel, Fremantle WA, 10-13 September 2013_____

THEME: "REVOLUTION IN ROLES AND RESPONSIBILITIES"

ESTIMATED COST/ PERSON: \$ 1,265 (Early Bird Registration)

ESTIMATED TOTAL COST: \$1,265 BUDGET AVAILABLE: \$

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			$\frac{17}{21}$

* Low score means high availability of data.

Conference Report Required? (✓) **Y** **N**

Recommendation: _____ That Councillors and Officers attend. _____

Prepared By: Steve Fitzpatrick Manager Project Development

Chief Executive Officer: _____



Waste & Recycle 2013 Conference Registration Form

Wednesday 11–Friday 13 September 2013
The Convention Centre, The Esplanade Hotel, Fremantle, Western Australia
All prices are in Australian dollars (AUD) and include 10% GST.

Official use only

DELEGATE INFORMATION Please print clearly and complete all sections

Surname: Title: First Name:
 Name for Badge:
 Organisation: Position:
 Postal Address:
 Suburb: State: Postcode: Country:
 Tel: (.....) Fax: (.....) Mobile:
 Email: Please tick box if you are presenting at the Conference

Please indicate which sectors best describe your work environment:

- Federal Govt. State Govt. Local Govt. Industry Private Business College/University

Please indicate what topics(s) within the Waste & Recycling industry interest you:

SPECIAL DIETARY AND ACCESS REQUIREMENTS Please advise of any special dietary or access requirements

- No special dietary requirement Vegetarian Vegan Seafood allergy Nut allergy
 Gluten intolerance Lactose intolerance Wheat intolerance
 Other special dietary requirement (please specify)
 Special access requirements (please specify)

MEMBERSHIP / ASSOCIATION

Please indicate below which of the organisations below you are affiliated with (you may select more than one):

- Department of Environment and Conservation (DEC) Waste Management Association of Australia (WMAA)
 Western Australian Local Government Association (WALGA) None of the above

HOW DID YOU HEAR ABOUT THE CONFERENCE?

- Direct mail Waste Management Association of Australia Distribution
 Direct email Conference website
 Department of Environment and Conservation Distribution Word of mouth
 Western Australian Local Government Association Distribution Other

CONFERENCE REGISTRATION Please check the box(es) for the registration type(s) you require.

- | | | | |
|--------------------------|--|----------|----------|
| <input type="checkbox"/> | OPTION 1: Wednesday Half-day Tour Registration
Access to one half-day Tour on Wednesday only. | \$175.00 | \$ |
| <input type="checkbox"/> | OPTION 2A: Wednesday Full-day Tour/Workshop Registration
Access to two half-day tours or one full-day tour/workshop on Wednesday only. | \$300.00 | \$ |
| <input type="checkbox"/> | OPTION 2B: Wednesday Full-day Partner Registration
Access to one full-day tour for your partner on Wednesday only. | \$300.00 | \$ |
| <input type="checkbox"/> | OPTION 3: Thursday Waste Authority Breakfast Registration
Access to the Waste Authority Breakfast only on Thursday morning. | \$75.00 | \$ |
| <input type="checkbox"/> | OPTION 4: Thursday Morning Half-day Registration
Access to morning Keynote sessions, morning tea and lunch on Thursday morning only.
Excludes Waste Authority Breakfast and social functions. | \$325.00 | \$ |
| <input type="checkbox"/> | OPTION 5: Thursday Waste Authority Breakfast and Morning Half-day Registration
Access to the Waste Authority Breakfast, morning Keynote sessions, morning tea and lunch on Thursday morning only. Excludes social functions. | \$375.00 | \$ |
| <input type="checkbox"/> | OPTION 6: Thursday Full-day Registration
Access to all Thursday Conference sessions only, morning and afternoon tea and lunch.
Excludes Waste Authority Breakfast and social functions. | \$660.00 | \$ |

CONFERENCE REGISTRATION (continued)

- OPTION 7: Friday Full-day Registration**
Access to all Friday Conference sessions only, morning and afternoon tea and lunch.
Excludes social functions. \$660.00 \$
 - OPTION 8: Friday Afternoon Half-day Registration**
Access to final Keynote Address and closing drinks on Friday afternoon only.
Excludes social functions. \$185.00 \$
 - OPTION 9A: Early Conference Registration (on or before Friday 12 July 2013)**
Access to all sessions on Thursday and Friday and Trade Exhibition. Includes lunches,
morning and afternoon teas, one ticket to Tropical Cocktail Function and Conference Dinner,
Conference satchel and Conference Proceedings. Excludes Waste Authority Breakfast. \$1265.00 \$
 - OPTION 9B: Late Conference Registration (after Friday 12 July 2013)**
Access to all sessions on Thursday and Friday and Trade Exhibition. Includes lunches,
morning and afternoon teas, one ticket to Tropical Cocktail Function and Conference Dinner,
Conference satchel and Conference Proceedings. Excludes Waste Authority Breakfast. \$1500.00 \$
- PAYMENT A: \$**

CARBON NEUTRAL

- I would like to contribute to offsetting the carbon emissions generated by my attendance at the Conference at \$29.00 incl. GST.
- I do not wish to participate. **PAYMENT B: \$**

PRE-CONFERENCE LOCAL TOURS AND WORKSHOPS (Wednesday 11 September – Registration Options 1, 2A and 2B):

I am not attending on Wednesday.
Should you select from the below and it not be included in your registration type, the Conference Secretariat will amend your registration type accordingly. This may result in additional charges to be added to your original registration selection.

Registration Options 1 and 2A

- | | | |
|--|------------------|-------------------------|
| <input type="checkbox"/> Instant Waste Tour | 8.30 am–12.30 pm | Morning Half-day Tour |
| <input type="checkbox"/> SMRC Tour | 8.30 am–12.30 pm | Morning Half-day Tour |
| <input type="checkbox"/> Tamala Park Landfill Tour | 8.30 am–12.30 pm | Morning Half-day Tour |
| <input type="checkbox"/> DICOM & WMRC Transfer Tour | 1.30 pm–5.30 pm | Afternoon Half-day Tour |
| <input type="checkbox"/> Rottnest Island Tour | 8.30 am–5.30 pm | Full-day Tour |
| <input type="checkbox"/> Swan Valley Tour | 8.30 am–5.30 pm | Full-day Tour |
| <input type="checkbox"/> Waste 101 (Tour & Workshop) | 8.30 am–5.30 pm | Full-day Tour/Workshop |

Registration Option 2B: Partner Tour

- | | | |
|---|-----------------|---------------|
| <input type="checkbox"/> Rottnest Island Tour | 8.30 am–5.30 pm | Full-day Tour |
| <input type="checkbox"/> Swan Valley Tour | 8.30 am–5.30 pm | Full-day Tour |

Partner’s Surname: Title: First Name:
Partner’s Contact Phone Number:

SOCIAL PROGRAM

Tropical Cocktail Function (One ticket is included in Registration Options 9A and 9B)

THURSDAY 12 SEPTEMBER • 5.00PM – 7.00PM

- I do not wish to attend.
- I will be attending the Thursday Tropical Cocktail Function.
- I would like to purchase additional ticket(s) for the Tropical Cocktail Function x \$90.00 incl. GST each. \$

‘Revolution and Revolutionaries’ Conference Dinner (One ticket is included in Registration Options 9A and 9B)

FRIDAY 13 SEPTEMBER • 7.15PM – LATE • THE ESPLANADE HOTEL

- I do not wish to attend.
- I will be attending the Friday Conference Dinner.
- I would like to purchase additional ticket(s) for the Friday Conference Dinner x \$125.00 incl. GST each. \$

PAYMENT C: \$

PAYMENT SUMMARY

PAYMENT A: Conference Registration	\$
PAYMENT B: Carbon Neutral	\$
PAYMENT C: Social Program	\$
TOTAL:	\$

PAYMENT METHOD Please choose a payment method

Payment by Cheque:

Cheques should be drawn in Australian Dollars and made payable to 'Waste & Recycle 2013 Conference' then mailed to: Waste & Recycle 2013 Conference, c/- Keynote Conferences, 308 Berwick Street, East Victoria Park, Western Australia 6101 Tel: (08) 9361 3224 Fax: (08) 9470 9018 Email: reception@keynotewa.com

To be Invoiced: Purchase Order number

A tax invoice will be forwarded to the contact details of the person listed in this registration.
Payment is due no later than 14 days from the receipt of your Tax Invoice.

Payment by Credit Card: MasterCard, Visa or American Express only

Please complete this Registration Form and email to reception@keynotewa.com, or fax to (08) 9470 9018, or mail to the address above.

I hereby authorise for the payment of the above indicated items including GST for the delegate indicated within this form to be deducted from my credit card.

Please charge my: MasterCard Visa American Express

Card No: Expiry Date: /

Card Holder Name: Card Holder Signature:

EFT: Should you wish to pay by direct transfer please contact Catherine on reception@keynotewa.com for more details.

ACCOMMODATION Please indicate if you require accommodation

All prices are on a per room, per night basis and do not include breakfast.

I do not require accommodation.

The Esplanade Hotel (The Conference Venue) is a 4 star hotel

Conference Rate availability: Check In Date: 8 September 2013, Check Out Date: 14 September 2013

Single Standard Room: \$235.00 Twin Standard Room: \$235.00 Double Standard Room: \$235.00

Booking details:

Check In Date: Check Out Date: Estimated Time of Arrival:

Unless otherwise specified, the check-in times for all rooms is 2.00pm and the departure time is 11.00am.

Earlier arrival or later departure times may incur an additional night's charge.

I have made arrangements to share with:

Please note: Accommodation bookings and preferences are on a first come, first served basis. The Conference Secretariat will do their utmost to meet your requests. A credit card number is required with all requests for accommodation to secure your booking. The card will not be processed by the Conference or associated Conference Secretariat but be passed on to the hotel who will hold the credit card details and process them once you have arrived. Should the accommodation room be cancelled within one month of the event, your card will be processed by the hotel. Any outstanding monies owing to your accommodation stay must be settled between yourself and the hotel upon your departure.

Please supply your Credit Card details to secure your accommodation booking:

Please charge my: MasterCard Visa American Express

Card No: Expiry Date: /

Card Holder Name: Card Holder Signature:

PRIVACY DETAILS

The information contained within this form may be made available to all parties directly involved and related to the event including other delegates in the form of a delegates list, host organisations, database contractor, event and accommodation venues, speakers, sponsors and exhibitors. Please tick box if you wish for your details to be withheld.

CANCELLATION POLICY

All cancellations must be made in advance in writing to the Conference Secretariat and will attract the following charges:

- Cancellations received in writing on or before 12 July 2013 will incur a cancellation fee of \$250.00.
- Cancellations received in writing on or before 26 August 2013 will incur a cancellation fee of \$500.00.
- No refund will be given to cancellations requested after 26 August 2013.

Unless otherwise notified as by the cancellation policy, non-attendance by the delegate will still require full payment of Conference fees. As an alternative to cancellation, your registration may be transferred to another person up to two weeks prior to the event. Should you wish to transfer your registration, please contact the Conference Secretariat.



9.3 AMENDMENTS TO THE 2013/2014 WASTE MANAGEMENT SCHEDULE OF FEES AND CHARGES

REFERENCE: COMMITTEES-15841

PURPOSE OF REPORT

To advise Council of the updated price for fine mulch, the inclusion of coloured chip pricing and EMRC commercial consulting fees in the Waste Management Schedule of Fees and Charges for 2013/2014.

KEY ISSUES AND RECOMMENDATION(S)

- The price for fine mulch in the 2013/2014 Waste Management Schedule of Fees and Charges has been set at \$60.50 per tonne or \$44.00 per cubic metre including GST.
- The correct pricing for fine mulch should be \$33.00 per tonne or \$20.00 per cubic metre including GST.
- Coloured chip is a reintroduced product to be imposed in the schedule of fees and charges at a price of \$60.50 per tonne or \$44.00 per cubic metre including GST.
- Waste Management commercial consulting fees are to be introduced in the schedule of fees and charges for work undertaken for organisations other than member Councils.

Recommendation(s)

That Council:

1. By absolute majority, in accordance with Sections 6.16(3) of the Local Government Act 1995 adopt the updated 2013/2014 Waste Management Fees and Charges forming an attachment to this report effective 1 August 2013.
2. Approves the advertising of the public notice of the updated 2013/2014 Waste Management Schedule of Fees and Charges in accordance with Sections 6.19 and 1.7 of the Local Government Act 1995.

SOURCE OF REPORT

Acting Director Waste Services

BACKGROUND

The 23 May 2013 meeting of Council recommended (Ref: Committees-15319):

“THAT THE AMENDED DRAFT FEES AND CHARGES, FORMING THE ATTACHMENT TO THIS REPORT, BE USED IN FURTHER DEVELOPING THE 2013/2014 DRAFT BUDGET AND THAT MEMBER COUNCILS BE ADVISED ACCORDINGLY.”

The 20 June 2013 meeting of Council adopted the draft 2013/2014 fees and charges in Audit Committee report item 12.2. Council resolved that (Ref: Committees-15486):

- “1. COUNCIL, BY ABSOLUTE MAJORITY, IN ACCORDANCE WITH SECTION 6.2(1) OF THE LOCAL GOVERNMENT ACT 1995 AND LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996, ADOPTS THE EMRC 2013/2014 ANNUAL BUDGET AND SUPPORTING SCHEDULES WHICH HAVE BEEN PREPARED IN COMPLIANCE WITH THE AUSTRALIAN ACCOUNTING STANDARDS.



Item 9.3 continued

2. *FOR THE 2013/2014 FINANCIAL YEAR A MATERIAL VARIANCE PERCENTAGE OF 10% OF THE APPROPRIATE BASE, AND DOLLAR VALUE OF \$10,000, WHICHEVER IS THE GREATER, BE ADOPTED FOR REPORTING VARIANCES IN THE STATEMENTS OF FINANCIAL ACTIVITY.*
3. *IN ACCORDANCE WITH REGULATION 33 OF THE LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996, A COPY OF THE 2013/2014 ANNUAL BUDGET BE SUBMITTED TO THE DEPARTMENTAL CEO, DEPARTMENT OF LOCAL GOVERNMENT, WITHIN 30 DAYS OF ITS ADOPTION BY COUNCIL."*

REPORT

Following Council's adoption of the 2013/2014 annual budget including the draft 2013/2014 fees and charges, a discrepancy in the price nominated for fine mulch was noted in the section on Manufactured Products (per cubic metre) and Manufactured Products (per tonne).

Fine mulch was inadvertently listed at \$60.50 per tonne including GST or \$44.00 per cubic metre including GST. Fine mulch should have been listed at \$33.00 per tonne including GST or \$20.00 per cubic metre including GST.

In addition coloured chip is to be reintroduced with a price of \$60.50 per tonne including GST or \$44.00 per cubic metre including GST.

The draft 2013/2014 schedule of fees and charges included Waste Management member Council consulting fees and a new category for commercial customers is to be introduced.

The above rates are as outlined in the attachment.

Per the Local Government Act 1995 section 6.19, if a local government wishes to impose any fees or charges after the annual budget has been adopted, it must give local public notice. The updated 2013/2014 fees and charges will be effective 1 August 2013.

STRATEGIC/POLICY IMPLICATIONS

Key Result Area 1 – Environmental Sustainability

- 1.1 To provide sustainable waste disposal operations

Key Result Area 4 – Good Governance

- 4.1 To provide advice and advocacy on issues affecting Perth's Eastern Region
- 4.4 To continue to improve financial and asset management practices

FINANCIAL IMPLICATIONS

Fees and charges are set to ensure the costs of providing waste management services are recouped whilst minimising costs to member Councils.



Item 9.3 continued

SUSTAINABILITY IMPLICATIONS

Fees and charges are set so as to ensure services are sustainable in the long term.

MEMBER COUNCIL IMPLICATIONS

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

ATTACHMENT(S)

Amended 2013/2014 Waste Management Schedule of Fees and Charges (Ref: Committees-15845)

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION(S)

That Council:

1. By absolute majority, in accordance with Sections 6.16(3) of the Local Government Act 1995 adopt the updated 2013/2014 Waste Management Fees and Charges forming an attachment to this report effective 1 August 2013.
2. Approves the advertising of the public notice of the updated 2013/2014 Waste Management Schedule of Fees and Charges in accordance with Sections 6.19 and 1.7 of the Local Government Act 1995.

TAC RECOMMENDATION(S)

MOVED MR PURDY

SECONDED MR LUTEY

That Council:

1. By absolute majority, in accordance with Sections 6.16(3) of the Local Government Act 1995 adopt the updated 2013/2014 Waste Management Fees and Charges forming an attachment to this report effective 1 August 2013.
2. Approves the advertising of the public notice of the updated 2013/2014 Waste Management Schedule of Fees and Charges in accordance with Sections 6.19 and 1.7 of the Local Government Act 1995.

CARRIED UNANIMOUSLY

EASTERN METROPOLITAN REGIONAL COUNCIL
AMENDMENTS TO 2013/2014 WASTE MANAGEMENT SCHEDULE OF FEES AND CHARGES

Description	Unit	2012/2013 Charges		2012/2013 Charges inc GST	2013/2014 Charges		2013/2014 Charges		% Inc GST
		with no GST \$	Value of GST \$		with no GST \$	Value of GST \$	inc GST \$		
<u>Manufactured Products (per cubic metre)</u>									
Fine Mulch	1 m ³		NOT APPLICABLE		18.18	1.82	20.00		N/A
Coloured Chip	1 m ³		NOT APPLICABLE		40.00	4.00	44.00		N/A
<u>Manufactured Products (per tonne)</u>									
Fine Mulch	1 tonne		NOT APPLICABLE		30.00	3.00	33.00		N/A
Coloured Chip	1 m ³		NOT APPLICABLE		55.00	5.50	60.50		N/A
<u>Commercial Consulting Fees</u>									
Consultant Director	1 hour		NOT APPLICABLE		187.50	18.75	206.25		N/A
Consultant Manager	1 hour		NOT APPLICABLE		165.00	16.50	181.50		N/A
Senior Consultant	1 hour		NOT APPLICABLE		150.00	15.00	165.00		N/A
Consultant	1 hour		NOT APPLICABLE		125.00	12.50	137.50		N/A
Project Officer	1 hour		NOT APPLICABLE		100.00	10.00	110.00		N/A



9.4 ITEMS CONTAINED IN THE INFORMATION BULLETIN

REFERENCE: COMMITTEES-15900

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

1. WASTE SERVICES

- 1.1 UPDATE ON THE CARBON PRICE (Ref: Committees-15829)

RECOMMENDATION

That Council notes the items contained in the Information Bulletin.

TAC RESOLUTION(S)

MOVED MR PEARSON SECONDED MR STEWERT-DAWKINS

THAT COUNCIL NOTES THE ITEMS CONTAINED IN THE INFORMATION BULLETIN.

CARRIED UNANIMOUSLY



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

Nil

11 GENERAL BUSINESS

Nil

12 FUTURE MEETINGS OF THE TECHNICAL ADVISORY COMMITTEE

The next meeting of the Technical Advisory Committee will be held on **Thursday 8 August 2013 (if required)** at the EMRC Administration Office, 1st Floor, Ascot Place, 226 Great Eastern Highway, Belmont WA 6104 commencing at 4:00pm.

Future Meetings 2013

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	at	Red Hill Waste Management Facility

13 DECLARATION OF CLOSURE OF MEETING

There being no further business, the Chairman declared the meeting closed at 4:35pm.