



INFORMATION BULLETIN

Accompanying the
Chief Executive Officers Advisory
Committee Agenda

19 November 2019

**CHIEF EXECUTIVE OFFICERS ADVISORY COMMITTEE
INFORMATION BULLETIN**

19 November 2019

(REF: D2019/16417)

TABLE OF CONTENTS

1	REGIONAL SERVICES	1
1.1	REGIONAL SERVICES ACTIVITY REPORT - JULY TO SEPTEMBER 2019 (Ref: D2019/16734)	1
1.2	CORPORATE BUSINESS PLAN 2019/2020 - 2023/2024 PROGRESS REPORT JULY TO SEPTEMBER 2019 (Ref: D2019/16420)	8



1. REGIONAL SERVICES

1.1. REGIONAL SERVICES ACTIVITY REPORT - JULY TO SEPTEMBER 2019

REFERENCE: D2019/16734

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 July 2019 to 30 September 2019.

KEY POINTS

Achievements highlighted for the period 1 July 2019 to 30 September 2019 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

Director Regional Services

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 July 2019 to 30 September 2019.



Item 1.1 continued

Key Regional Actions (Relevant to all Councils)

- Partnered with 2020 Vision for the delivery of the Urban Forest Growing Together forum.
- Represented the region on the Department of Planning, Lands and Heritage Stakeholder Reference Group for the State Planning Policy (SPP) review of water policies.
- Represented 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.
- Continued to represent the region on the Swan and Canning Rivers Protection Strategy Advisory Group.
- Attended Procurement Australia event on Renewable energy and provided an event Summary.
- Attended WALGA consultation workshop on Climate Change paper released by the State Government for comment.
- Attended Sustainability Reporting Platform workshop hosted by City of Canning.
- Delivered 'Rainwater Tank Tips', 'Permeable Paving' and 'Tree Pit Design' factsheets to Member Councils.
- Advised member Councils of potential funding through the Water Corporation's Verge Scheme, Water Corporation's Weather Smart Irrigation rebate, Waterwise Greening Scheme and Department of Environment and Energy's Communities Environment Program.
- Attended the Horticulture, CLM and Landscaping Technical Advisory Group meeting for North Metropolitan TAFE.
- Attended the Nature Link Conference at Murdoch University.
- Participated in the Swan Alcoa Landcare Program assessment panel.
- Attended the Metronet project seminar to understand the latest update on the future of mobility concept.
- Held a RITS IAG quarterly meeting on 17 Sept with attendees from member Councils and key stakeholders as identified above. Claire Thompson from Department of Transport (DoT) presented on the concept of Mobility as a Service and how the Urban Mobility Division in DoT is working towards implementing this concept in the region of Perth.
- Researching a grant to implement the trial for use of innovating materials/ CoolSeal technology on roads of the region.
- Collecting data to start mapping the Cycle Route and identifying the missing links and further start advocacy for the missing link.
- Developed the scope for the Investment and Attraction booklet Request for Quote and advertised for consultant.
- Participated in the Road Safety Strategy Forum by Road Safety Commission for Engineers, Planners and Developers.
- Participated in the Road Safety Strategy Workshop organized by TranSafe for heavy vehicle transport in Perth.
- Revisited the Share the Space campaign, the new campaign will highlight disability awareness of the aged and tackle 'frequently asked questions'.
- Provided access to both the REMPLAN and id.Profile statistical tools and prepared an Economic Report Card.
- Developed a concept to progress a forum for small business on Social Media.
- Prepared and disseminated media releases for local award-winning local businesses to help raise their profile in the wider community.



- EMRC's Communications team has created a plan which will enable consistent media releases to be made.
- Met with EMICOL to share ideas on reaching out to the engineering and manufacturing supply chains in the region.
- The final draft of the Road Safety Action Plan has now been prepared.
- Commenced data collection and a project plan for an autonomous transport trial.
- Met with Lotterywest to discuss the EMRC's regional events funding program.
- Held a debrief meeting with local governments and NADA on what worked well and any lessons learnt.
- Commenced the acquittal of the 2018 Avon Descent family fund days grant funding from Lotterywest.
- Initial planning has commenced on a new advocacy campaign to follow on from the previous Connect Perth's East City Deal proposal.
- Corresponded with the federal department of City Deals (NT, Tasmania, WA, Regional), Policy and Programs Branch; Cities Division; Department of Infrastructure, Transport, Cities and Regional Development and the WA state government's Department of Premier and Cabinet on the status of the City Deal proposal for WA.
- WA Department Premier and Cabinet has advised via email that the first City Deal will be centred around the Perth CBD, however there will be opportunities for more 'Deals' in WA.
- Reviewed project plans for all Environmental Services or Sustainability programs.
- Updated the EMRC's website perthseasternregion.com.au with information.
- Regional Youth Officer meeting was held on the 7 August, Mason Rothwell from Youth Affairs Council of WA presented on current projects and how they can help support out member Councils.
- Advertised the EMRC's Request for Quotation to consultants for the delivery of a new Business Investment and Attraction booklet. Consultant was awarded and inception meeting took place in August.

Town of Bassendean

- Review of Bassendean's Emission Reduction Plan to reflect their new One Planet Framework (net zero carbon emissions). Commenced a review of potential actions for Bassendean's Emission Reduction Plan.
- Confirmed Pledges for Bassendean as part of the Climate Power Partnership.
- Discussed with the Town of Bassendean the scope for their Future Proofing Program.
- Historically, an LCCAAP has been produced but it was decided a 'Climate Risk Synthesis Report' was better aligned with Bassendean's goals. Provided a draft of the 'Climate Risk Synthesis Report' for review.
- Facilitated Water Team Meetings with the Town of Bassendean.
- Collated information and evidence for Waterwise Council Reporting for re-endorsement Waterwise Council Town of Bassendean.
- Facilitated and attended Quarterly Performance Reviews for the Town of Bassendean.
- Held a Regional Benchmarking Building Efficiency project information session with participating member Councils at the EMRC.
- Completed the final reporting for the acquittal of the funding for Understanding Flood Risk Stages 1 – 3. Met with Department of Water and Environment Regulation regarding the potential next steps for Stage 4.
- Held an EDOG meeting on 13th August with attendees from member Councils and key stakeholders. Tim Connoley and Michael Knight from Urbis presented on the concept of Economic Development through urban development in main streets.



Item 1.1 continued

City of Bayswater

- Held a Regional Benchmarking Building Efficiency project information session with participating member Councils at the EMRC.
- Coordinated with the member Councils for securing letter of support for the FAL 'Your Move' Program. Followed up with DoT and were informed that Belmont and Bayswater letters were received.
- Completed the final reporting for the acquittal of the funding for Understanding Flood Risk Stages 1 – 3. Met with Department of Water and Environment Regulation regarding the potential next steps for Stage 4.
- Held an EDOG meeting on 13th August with attendees from member Councils and key stakeholders. Tim Connoley and Michael Knight from Urbis presented on the concept of Economic Development through urban development in main streets.

City of Belmont

- Facilitated Water Team Meetings with City of Belmont.
- Facilitated and attended Quarterly Performance Reviews for the City of Belmont.
- Held a Regional Benchmarking Building Efficiency project information session with participating member Councils at the EMRC.
- Coordinated with the member Councils for securing letter of support for the FAL 'Your Move' Program. Followed up with DoT and were informed that Belmont and Bayswater letters were received.
- Held an EDOG meeting on 13th August with attendees from member Councils and key stakeholders. Tim Connoley and Michael Knight from Urbis presented on the concept of Economic Development through urban development in main streets.

City of Kalamunda

- Delivered 5 workshops for the City of Kalamunda, Mundaring and Swan through school partnerships and holiday events.
- Delivered one Bush Skills for the Hills workshop - Carnivorous Plants Workshop.
- Provided Environmental Project Officer in-situ support to the City of Kalamunda one day per week.
- Submitted a WA Landcare Award nomination for the ERCMP.
- Coordinated with the member Councils for securing letter of support for the FAL 'Your Move' Program. Followed up with DoT and were informed that Belmont and Bayswater support letters have been received.
- Attended Catchment Group meetings with Helena River Catchment Group, Friends of Piesse Brook Group.
- Loaned test equipment and assisted City of Kalamunda with Water Quality Monitoring for eight sites for first flush and post-flush data sets.
- member Councils at the EMRC.
- Hosted an information event for the project "Farm dams as refuges for freshwater plants and animals in a drying climate" where Murdoch University researchers shared their findings to project participants and local government representatives.
- Held an EDOG meeting on 13th August with attendees from member Councils and key stakeholders. Tim Connoley and Michael Knight from Urbis presented on the concept of Economic Development through urban development in main streets.



Item 1.1 continued

Shire of Mundaring

- Facilitated Water Team Meetings with the Shire of Mundaring.
- Collated information and evidence for Waterwise Council Reporting for re-endorsement Waterwise Council for the Shire of Mundaring.
- Organised and attended two planting days at the Gidgegannup Reserve 2145 and the Cookes Brook.
- Attended the What on Earth Day to promote the Wooroloo Brook catchment.
- Attended and Hosted nature walks at Noble Falls and Lake Leschenaultia.
- Attended WHIM festival to promote Wooroloo Brook catchment.
- Attended Energy team meeting at Mundaring to discuss actions in Mundaring Emission Reduction Strategy.
- Delivered 11 workshops in the Shire of Mundaring through school partnerships and holiday events.
- Delivered workshops at 'What on Earth' community events at Mundaring Arts Centre.
- Provided Environmental Project Officer in-situ support to the Shire of Mundaring one day per week.
- Delivered a Bush Skills for the Hills workshop: Carnivorous Plants.
- Attended Catchment Group meetings with Helena River Catchment Group, and Jane Brook Catchment Group.
- Resumed Eucalyptus rudis photo-monitoring on Lower Helena river floodplain for further contribution to Murdoch University research.
- Assisted Katharine Street River Gang, Friends of Wangalla Brook and Friends of Lion Mill Creek with individual grant applications for the third round of DBCA Community Rivercare Program funding. Proposed projects include weed control and revegetation with a focus on habitat enhancement.
- Mentored an Edith Cowan University Masters Student to assist with the preparation of two Dept. of Communities Community Environment Grants for the Friends of Wangalla Brook to implement a Fweed control and revegetation project and a Noongar heritage trail and interpretation project.
- Conducted two private landholder consultation in the Shire of Mundaring to assist land holders develop weed control and revegetation plans for their properties.
- Held a Regional Benchmarking Building Efficiency project information session with participating member Councils at the EMRC.
- Hosted an information event for the project "Farm dams as refuges for freshwater plants and animals in a drying climate" where Murdoch University researchers shared their findings to project participants and local government representatives.
- Submitted a WA Landcare Award nomination for the ERCMP.
- Coordinated with PTA to get an update of Station Access Strategies within the region.
- Attended IPWEA conference on how travel plans can be used to support optimal use of transport.
- 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.
- Held an EDOG meeting on 13th August with attendees from member Councils and key stakeholders. Tim Connoley and Michael Knight from Urbis presented on the concept of Economic Development through urban development in main streets.



Item 1.1 continued

City of Swan

- Conducted water quality monitoring with Susannah Brook Catchment Group at Susannah Brook Reserve as part of their State NRM grant data collection.
- Supported Susannah Brook Catchment Group and Lower Helena Association planting events with promotion and logistical support.
- Delivered 'Rainwater Tank Tips', 'Permeable Paving' and 'Tree Pit Design' factsheets to City of Swan.
- Facilitated Water Team Meetings with the City of Swan.
- Collated information and evidence for Waterwise Council Reporting for re-endorsement Waterwise Council City of Swan.
- Attended Catchment Group meetings with Lower Helena Catchment Group, Susannah Brook Catchment Group, Blackadder Catchment Group and Jane Brook Catchment Group.
- Collated information and evidence for Waterwise Council Reporting for re-endorsement of Waterwise Council for City of Swan.
- Collaborated on one Bush Skills for the Hills workshop: Dieback Treatment Training.
- Delivered 8 workshops in the City of Swan through school partnerships and holiday events.
- Delivered workshops at 'What on Earth' community events at Swan Arts Centre.
- Provided Water Corporation marketing material to City of Swan.
- Provided Environmental Project Officer in-situ support to the City of Swan one day per week.
- Held a Regional Benchmarking Building Efficiency project information session with participating member Councils at the EMRC.
- Met with the Coordinator of Friends of Glen Park to develop a plan to engage Hills out of School Childcare Association (HOSCA) and the local community in on-ground work in Glen Park.
- Submitted a WA Landcare Award nomination for the ERCMP.
- Participated in the Swan Alcoa Landcare Program assessment panel.
- 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.
- Completed the final reporting for the acquittal of the funding for Understanding Flood Risk Stages 1 – 3. Met with Department of Water and Environment Regulation regarding the potential next steps for Stage 4.

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



Item 1.1 continued

Key Result Area 3 – Good Governance

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

FINANCIAL IMPLICATIONS

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	} 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	

ATTACHMENT(S)

Nil



1.2 CORPORATE BUSINESS PLAN 2019/2020 - 2023/2024 PROGRESS REPORT JULY TO SEPTEMBER 2019

REFERENCE: D2019/16420

PURPOSE OF REPORT

The purpose of this report is to provide a progress update against activities identified within EMRC's Corporate Business Plan 2019/2020 - 2023/2024 for the period July to September 2019.

KEY POINTS AND RECOMMENDATION(S)

- Section 5.56(1) and (2) of the Local Government Act 1995 requires 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.
- Council adopted the revised EMRC's Corporate Business Plan 2019/2020 – 2023/2024 on 20 June 2019.
- The attachment to this report provides a progress report against activities identified within the Corporate Business Plan 2019/2020 - 2023/2024 for the period July to September 2019.

SOURCE OF REPORT

Director Regional Services

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).

Council adopted the EMRC's Corporate Business Plan 2019/2020 – 2023/2024 on 20 June 2019 (Ref: D2019/09652), for activities progressed from 1 July 2019 onwards.



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 2019/2020 – 2023/2024 has been 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, commencing as of 1 July 2019.

The attachment to this report provides the quarterly progress report against activities identified within the Corporate Business Plan 2019/2020 - 2023/2024 for the period July to September 2019.

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 2019/2020 - 2023/2024 identified 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 2019/2020 - 2023/2024 Half yearly Progress Report for the period July to September 2019 (Ref: D2019/16733)



CORPORATE BUSINESS PLAN 2019/2020 - 2023/2024

PROGRESS REPORT

July to September 2019

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 newly adopted **Corporate Business Plan 2019/2020 – 2023/2024** (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 latest EMRC's Corporate Business Plan on 20 June 2019 (Ref: D2019/09730) 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 July to September 2019 are contained within this document and are against the previously adopted Plan.

MARCUS GEISLER
Chief Executive Officer

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)	July - September 2019	<ul style="list-style-type: none"> No pumping occurring due to adverse weather conditions of winter, pumping will recommence once the weather permits. The Class IV cell is ready at present to accept small quantities of waste.
	October -December 2019	
	January - March 2020	
	April - June 2020	
Construct Class III leachate pond	July -September 2019	<ul style="list-style-type: none"> Completed December 2018
	October - December 2019	
	January - March 2020	
	April - June 2020	
Construct storm water and siltation ponds as required	July - September 2019	<ul style="list-style-type: none"> None required this quarter.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Rehabilitate former landfill cells	July - September 2019	<ul style="list-style-type: none"> Nil action this quarter
	October - December 2019	
	January - March 2020	
	April - June 2020	
Prepare and submit annual Monitoring and Compliance Reports: <ul style="list-style-type: none"> Red Hill Hazelmere Offset Compliance 	July - September 2019	<ul style="list-style-type: none"> Nil action this quarter
	October - December 2019	
	January - March 2020	
	April - June 2020	
Prepare National Greenhouse and Energy (NGERS) report	July - September 2019	<ul style="list-style-type: none"> Nil action this quarter
	October - December 2019	
	January - March 2020	
	April - June 2020	

PROJECTS/ACTIONS	QUARTER	COMMENTS
Prepare National Pollutants Inventory Report (NPI)	July - September 2019	<ul style="list-style-type: none"> NPI Report submitted to the Clean Energy Regulator on 27 September prior to deadline of 30 September 2019.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Implement Offset Program (Lots 501 and 82)	July - September 2019	<ul style="list-style-type: none"> Ongoing management of weeds.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Transition the Environmental Management System for the Red Hill Waste Management Facility from ISO 14001:2004 to ISO 14001:2015	July - September 2019	<ul style="list-style-type: none"> Nil action this quarter. This action was successfully completed in February 2019.
	October - December 2019	
	January - March 2020	
	April - June 2020	

1.1.2 Provide a Waste Disposal Service at Red Hill Waste Management Facility

PROJECTS/ACTIONS	QUARTER	COMMENTS
Operate Red Hill Waste Management Facility	July - September 2019	<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 2019 and the site passed the audit with no non-compliance issues raised.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Conduct site infrastructure as required	July - September 2019	<ul style="list-style-type: none"> Minor drainage works upgraded to new greenwaste pad. New compost storage area under construction as a variation of the Stage 14 works.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Resolve potential fire ban closure Red Hill with Minister of Environment	July - September 2019	<ul style="list-style-type: none"> Nil action this quarter.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Undertake Greenwaste (MGB) Audit	July - September 2019	<ul style="list-style-type: none"> Complete, report has been issued to Bayswater to review.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Establish Liquid Waste Processing Plant	July - September 2019	<ul style="list-style-type: none"> Documentation submitted to regulators for approval of Lot 10 to be included as part of Ministerial Statement 274 for the establishment of a liquid waste facility.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Construct Class III Stage 14	July - September 2019	<ul style="list-style-type: none"> Stage 14 commenced construction late September 2019 and due for completion March 2020.
	October - December 2019	
	January - March 2020	
	April - June 2020	

PROJECTS/ACTIONS	QUARTER	COMMENTS
Construct Class III Cell Stage 15B	July - September 2019	• Complete March 2019
	October - December 2019	
	January - March 2020	
	April - June 2020	
Design and Construct Class IV Cell (Stage 2)	July - September 2019	• Recommendation report received from our consultants stating how to proceed with reopening the Class IV Stage 2 cell once all the leachate has been removed and full access is achieved. This will be implemented once the cell has been drained of leachate.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Construct drainage diversion and earthworks infrastructure, as required	July - September 2019	• None this quarter
	October - December 2019	
	January - March 2020	
	April - June 2020	
Construct water storage dams	July - September 2019	• None this quarter
	October - December 2019	
	January - March 2020	
	April - June 2020	

1.1.3 Review and Implement the Red Hill Development Plan

PROJECTS/ACTIONS	QUARTER	COMMENTS
Review and Update Red Hill Development Plan	July - September 2019	• Draft report complete requires final internal review before completion by Consultants.
	October - December 2019	
	January - March 2020	
	April - June 2020	

1.1.4 Operate Member Councils' Waste Transfer Stations where applicable

PROJECTS/ACTIONS	QUARTER	COMMENTS
Operate Shire of Mundaring Transfer	July - September 2019	<ul style="list-style-type: none"> Operation of transfer stations carried as normal with no issues or concerns raised this quarter.
	October - December 2019	
	January - March 2020	
	April - June 2020	

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	July - September 2019	<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 July 2019 with a total of 5.15 tonnes of HHW collected and 5.95 tonnes of Paint collected under the Federal Paintback Program for this period.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Implement the Battery Collection Program	July - September 2019	<ul style="list-style-type: none"> 3,353.2 kg of batteries were collected at public places and 1630.3 kg were collected from schools. 519.8 kg of CFL (compact florescent lighting) was collected from public places. A battery collection container and a poster were provided to Ellenbrook School of Early Learning, however the EMRC will not provide a collection service to the centre. Five new schools enrolled into the program; Cyril Jackson Senior Campus Education Support Centre, Stratton Out of School Care, John Forrest Secondary College and St Columbas Primary School.
	October - December 2019	
	January - March 2020	
	April - June 2020	

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	July - September 2019	<ul style="list-style-type: none"> All 2019/20 Waste and Recycling guide distribution was completed by five member councils. New measures were implemented to streamline the approval process this year. Discussions are underway regarding an online platform to complement the paper version of the guide.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Review and Implement the Waste Education Strategy	July - September 2019	<ul style="list-style-type: none"> With the WA Waste Strategy now released, work was undertaken to align in with it. RWESG members have been asked to provide specific information. WMCRG will review draft in October and provide feedback. This feedback will be incorporated and an updated document will be made available.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Develop and deliver waste education resources and tools at workshops and events to support behaviour change	July - September 2019	<ul style="list-style-type: none"> Waste Education Loan Resources utilisation: <ul style="list-style-type: none"> Loan Boxes – Paper Making Loan Box borrowed by Falls Road Primary School July/August; WHY cages + drink filter stations for the Perth Royal Show - 27 September - 7 October 2019; and RGANG Mannequins – borrowed by City of Swan from April 2018 onwards. Events attended: <ul style="list-style-type: none"> Two school visits, consisting of incursions, a waste audit and presentations. Two community events attended. Waste Education officers attended the Royal Show with other regional councils. Earth Carer volunteers helped staff throughout the week. 12 event planning/network/working group/promotion events were attended by Waste Education. Community tree planting day held at Red Hill on 10 July 2019, with 500 native tubestock planted by 34 participants and included a site tour and activities in the education centre. Website, Fact Sheets and Brochures <ul style="list-style-type: none"> 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. Input was provided to the City of Bayswater regarding the development of posters for their publicly located recycling stations.
	October - December 2019	
	January - March 2020	
	April - June 2020	

PROJECTS/ACTIONS	QUARTER	COMMENTS
Facilitate the Earth Carer's Training Course	July - September 2019	<ul style="list-style-type: none"> The next course is scheduled to run from 15 October - 5 November 2019. Expressions of Interest were open via the RGang website in May and registrations for the course opened on 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.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Support WA Waste Initiatives regarding: <ul style="list-style-type: none"> Container Deposit Scheme Illegal Dumping Plastic Bag Ban 	July - September 2019	<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 (CDS) Working Group. Consistent Communications Collective meetings. Consultation workshops on the implementation of the Container Deposit Scheme. Waste Educators Networking Group meetings. 2 staff attended facilitated tour to Queensland to visit CDS refund points as part of the WARRRL container deposit request for refund point submission.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Promote and Coordinate Waste Education Tours	July - September 2019	<ul style="list-style-type: none"> Red Hill Guided Tours and Education Centre <ul style="list-style-type: none"> July - 4 tours, 143 attended August - 6 tours, 292 attended September - 1 tour, 34 attended
	October - December 2019	
	January - March 2020	
	April - June 2020	

1.2.3 Provide a Waste Management Advisory Service

PROJECTS/ACTIONS	QUARTER	COMMENTS
Facilitate the Earth Carer's Training Course	July - September 2019	<ul style="list-style-type: none"> Ongoing site investigations being undertaken for various external clients.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Provide environmental consultancy service to member Councils and other clients (where required)	July - September 2019	<ul style="list-style-type: none"> Preliminary site investigation completed for City of Bayswater.
	October - December 2019	
	January - March 2020	
	April - June 2020	

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

1.3.1 Establish a Resource Recovery Facility (RRF)

PROJECTS/ACTIONS	QUARTER	COMMENTS
Implement the Household Hazardous Waste Program	July - September 2019	<ul style="list-style-type: none"> Contractor is proceeding towards financial close, EPC contract awarded, site works commenced.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Prepare Annual Report on Ministerial Conditions for the RRF	July - September 2019	<ul style="list-style-type: none"> Nil action this quarter.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Investigate modular model options for an Anaerobic Digestion Plant at the Red Hill Waste Management Facility	July - September 2019	<ul style="list-style-type: none"> Nil action this quarter.
	October - December 2019	
	January - March 2020	
	April - June 2020	

1.3.2 Develop the Hazelmere Resource Recovery Park (HRRP)

PROJECTS/ACTIONS	QUARTER	COMMENTS
Implement the Household Hazardous Waste Program	July - September 2019	<ul style="list-style-type: none"> Site development plan updated to incorporate concept plan for Waste Transfer Station and Community Recycle Centre.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Research and scope Community Transfer Station and Community Reuse Store	July - September 2019	<ul style="list-style-type: none"> Concept Plan in development. DWER works approval under development.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Construct and commission weighbridges (2)	July - September 2019	<ul style="list-style-type: none"> New outbound weighbridge constructed and commissioned Weighbridge hut internal fit-out completed Sanitation unit installed and commissioned Power supply and fibre optic cables laid and awaiting termination Existing site weighbridge (inbound) to be relocated 2nd week of October
	October - December 2019	
	January - March 2020	
	April - June 2020	
Construct and commission Wood Waste to Energy Plant (WWTE)	July - September 2019	<ul style="list-style-type: none"> Fabrication works at Bunbury factory continues HX- 41B heat exchanger delivered to site Cooling tower remedial works completed Professional scheduler engaged to develop a detailed estimate based resources loaded Project Schedule HV cable terminated and fully tested and commissioned and now controlled under PAPL high voltage (HV) access permit – remains isolated and unenergised Remedial works undertaken on Generator engine packages to comply with Australian Standards Remedial works undertaken on HV earth grid Remedial works undertaken on HV substation Low voltage switchboards received Continuous emissions monitoring system (CEMS) housing received Civil works including concrete slab and drainage for CEMS completed First fill of spare parts receipted Standby generator refurbished and returned to site
	October - December 2019	
	January - March 2020	
	April - June 2020	

PROJECTS/ACTIONS	QUARTER	COMMENTS
Prepare and submit WWTE Facility commissioning compliance report to DWER	July - September 2019	• Nil action this quarter
	October - December 2019	
	January - March 2020	
	April - June 2020	
Prepare and submit Ministerial Conditions Report to EPA	July - September 2019	• Nil action this quarter
	October - December 2019	
	January - March 2020	
	April - June 2020	
Construct Storage Bunkers for wood fines	July - September 2019	• Nil action this quarter
	October - December 2019	
	January - March 2020	
	April - June 2020	
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	July - September 2019	• Nil action this quarter
	October - December 2019	
	January - March 2020	
	April - June 2020	
Monitor ground water at the HHRP with the aim of removing the site as a 'potentially' contaminated site.	July - September 2019	• Groundwater Assessment Report together with historical reports submitted seeking the Hazelmere Resource Recovery Park to be removed from the Contaminated Sites Database.
	October - December 2019	
	January - March 2020	
	April - June 2020	

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)	July - September 2019	<ul style="list-style-type: none"> Market for mixed plastics still depressed.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Undertake research and market development for Biochar (WWTE)	July - September 2019	<ul style="list-style-type: none"> Potential for use as fuel in the brick-making industry, in BBQ briquettes and as soil amendment.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Investigate markets for Ferricrete and PFAS	July - September 2019	<ul style="list-style-type: none"> Investigating opportunities for PFAS disposal and Ferricrete sales.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Develop and implement programs to increase sales of Red Hill by-products	July - September 2019	<ul style="list-style-type: none"> Preparation for AS4454 audit in November.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Develop and implement programs to increase sales for Hazelmere by-products	July - September 2019	<ul style="list-style-type: none"> Ongoing sales of woodchip to broiler growers supported by some additional supplies of timber waste.
	October - December 2019	
	January - March 2020	
	April - June 2020	

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	July - September 2019	<ul style="list-style-type: none"> Nil action this quarter.
	October - December 2019	
	January - March 2020	
	April - June 2020	

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.	July - September 2019	<ul style="list-style-type: none"> Nil action this quarter.
	October - December 2019	
	January - March 2020	
	April - June 2020	

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	July - September 2019	<ul style="list-style-type: none"> Successfully completed. DWER approved in November 2018.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Undertake a cost-benefit analysis to determine the feasibility of in-house processing of: <ul style="list-style-type: none"> Crushing ferricrete Grinding greenwaste 	July - September 2019	<ul style="list-style-type: none"> Report complete and is achievable but due to the current lack of suitable operational staff for the crushing and screening plant it is not possible at this stage.
	October - December 2019	
	January - March 2020	
	April - June 2020	

PROJECTS/ACTIONS	QUARTER	COMMENTS
Investigate costs related to power supply to the southern end of the Red Hill site	July - September 2019	Quotation received from electrical engineering consultant.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Investigate an EMRC regional waste collection service	July - September 2019	<ul style="list-style-type: none"> • Nil action this quarter.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Seek Greenwaste license amendment at the Red Hill Waste Management Facility	July - September 2019	<ul style="list-style-type: none"> • Approval pending additional information.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Seek license amendment for the construction of leachate evaporation ponds at the Red Hill Waste Management Facility	July - September 2019	<ul style="list-style-type: none"> • Finalised. Approval granted.
	October - December 2019	
	January - March 2020	
	April - June 2020	

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)	July - September 2019	<ul style="list-style-type: none"> • Held a Regional Benchmarking Building Efficiency project information session with participating member Councils at the EMRC. • Partnered with 2020 Vision for the delivery of the Urban Forest Growing Together forum. • Represented the region on the Department of Planning, Lands and Heritage Stakeholder Reference Group for the State Planning Policy (SPP) review of water policies. • Represented 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. • Continued to represent the region on the Swan and Canning Rivers Protection Strategy Advisory Group. • Reviewed project plans for all Environmental Services programs. • Conducted recruitment for a new Manager Environmental Services.
	October - December 2019	
	January - March 2020	
	April - June 2020	

1.5.2 Implement the Eastern Region Catchment Management Program (ERCMP)

PROJECTS/ACTIONS	QUARTER	COMMENTS
Coordinate the cross-regional ERCMP	July - September 2019	<ul style="list-style-type: none"> • Provided Environmental Project Officer in-situ support to the City of Swan, City of Kalamunda and Shire of Mundaring one day per week. • Delivered two Bush Skills for the Hills workshops: Dieback Treatment Training and Carnivorous Plants Workshop. • Attended Catchment Group meetings with Lower Helena Association, Helena River Catchment Group, Friends of Piesse Brook, Susannah Brook Catchment Group, Blackadder Woodbridge Catchment Group and Jane Brook Catchment Group. • Supported Susannah Brook Catchment Group and Lower Helena Association planting events with promotion and logistical support. • Conducted water quality monitoring with Susannah Brook Catchment Group at Susannah Brook Reserve as part of their State NRM grant data collection. • Loaned test equipment and assisted City of Kalamunda with Water Quality Monitoring for eight sites for first flush and post-flush data sets. • Resumed Eucalyptus rudis photo-monitoring on Lower Helena river floodplain for further contribution to Murdoch University research. • Assisted Katharine Street River Gang, Friends of Wangalla Brook and Friends of Lion Mill Creek with individual grant applications for the third round of DBCA Community Rivercare Program funding. Proposed projects include weed control and revegetation with a focus on habitat enhancement. • Mentored an Edith Cowan University Masters Student to assist with the preparation of two Dept. of Communities Community Environment Grants for the Friends of Wangalla Brook to implement a weed control and revegetation project and a Noongar heritage trail and interpretation project. • Conducted two private landholder consultation in the Shire of Mundaring to assist land holders develop weed control and revegetation plans for their properties. • Met with the Coordinator of Friends of Glen Park to develop a plan to engage HOSCA and the local community in on-ground work in Glen Park. • Hosted an information event for the project "Farm dams as refuges for freshwater plants and animals in a drying climate" where Murdoch University researchers shared their findings to project participants and local government representatives. • Submitted a WA Landcare Award nomination for the ERCMP. • Attended the Horticulture, CLM and Landscaping Technical Advisory Group meeting for North Metropolitan TAFE. • Attended the Nature Link Conference at Murdoch University • Participated in the Swan Alcoa Landcare Program assessment panel.
	October - December 2019	
	January - March 2020	
	April - June 2020	

PROJECTS/ACTIONS	QUARTER	COMMENTS
Implement the Bush Skill 4 Youth Program	July - September 2019	<ul style="list-style-type: none"> Delivered 25 workshops in Belmont, Kalamunda, Mundaring and Swan through school partnerships and holiday events. Delivered workshops at 'What on Earth' community events at Swan and Mundaring Arts Centres. Total attendance numbers 847 children and 180 adult participants at BS4Y events.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Implement the Creating a Capable Community in NRM Program	July - September 2019	<ul style="list-style-type: none"> Consulted and attended site visits with City of Swan and Shire of Mundaring to focus on priority areas for landcare within the Wooroloo Brook catchment. Consulted with previous members of Wooroloo Brook Landcare Group for history and forward planning of the development of a new Wooroloo Brook catchment group. Developed and hosted an educational nature walk at Lake Leschenaultia and Noble Falls. Attended the Farm Dams Survey Results Presentation as a networking and recruitment opportunity. Prepared flyers and articles for events and promotion of Wooroloo Brook catchment. Organised and attended two planting days to promote sites in the Wooroloo Brook catchment. Attended the Shire of Mundaring "What on Earth Day" and "WHIM Festival" to promote the Wooroloo Brook catchment. Collaborated with Shire of Mundaring to engage with 'Seedlings for Landcare' recipients to recruit Wooroloo Brook catchment group members. As a result conducted a private land holder consultation at a Chidlow property. Prepared articles for EnviroNews; Greenpage; Chidlow Chatter; Chidlow Primary School Newsletter; EMRC Facebook and City of Swan and Shire of Mundaring Social media pages.
	October - December 2019	
	January - March 2020	
	April - June 2020	

1.5.3 Review and Implement the Water Quality and Conservation Program

PROJECTS/ACTIONS	QUARTER	COMMENTS
Implement the Water Quality and Conservation Program	July - September 2019	<ul style="list-style-type: none"> Hosted and Attended Quarterly performance review for City of Belmont, Shire of Mundaring and Town of Bassendean. Collated information and evidence for Waterwise Council Reporting for Gold re-endorsement on behalf of Town of Bassendean, Shire of Mundaring, Town of Victoria Park and City of Swan. Facilitated Water Team Meetings with the Town of Bassendean, Shire of Mundaring, Town of Victoria Park and City of Swan. Delivered 'Rainwater Tank Tips', 'Permeable Paving' and 'Tree Pit Design' factsheets to Member Councils. Advised City of Swan and Town of Victoria Park of potential funding through the Water Corporation's Verge Scheme, Water Corporation's Weather Smart Irrigation rebate, Waterwise Greening Scheme and Department of Environment and Energy's Communities Environment Program. Provided Water Corporation marketing material to City of Swan and Town of Victoria Park. Collated information and evidence for Waterwise Council Reporting for re-endorsement Waterwise Council Town of Victoria Park and City of Swan.
	October - December 2019	
	January - March 2020	
	April - June 2020	

1.5.4 Review and Implement the Regional Climate Change Adaptation Action Program (RCCAAP)

PROJECTS/ACTIONS	QUARTER	COMMENTS
Implement the Regional Climate Change Adaptation Action Plans (RCCAAP)	July - September 2019	<ul style="list-style-type: none"> Discussed with the Town of Bassendean's the scope for their Future Proofing Program. Historically, an LCCAAP has been produced but it was decided a 'Climate Risk Synthesis Report' was better aligned with Bassendean's goals. Provided first draft for the 'Climate Risk Synthesis Report'
	October - December 2019	
	January - March 2020	
	April - June 2020	

1.5.5 Review and Implement the Achieving Carbon Emissions Reduction (ACEr) Program

PROJECTS/ACTIONS	QUARTER	COMMENTS
Implement the ACer Program	July - September 2019	<ul style="list-style-type: none"> Facilitated and attended Quarterly Performance Reviews for City of Belmont, Shire of Mundaring and Town of Bassendean Attended Procurement Australia event on Renewable Energy and provided an event summary Attended WALGA workshop on Climate Change issues paper released by the State Government for comment. Attended Sustainability Reporting Platform workshop hosted by City of Canning. Attended Energy team meeting at Mundaring to discuss actions in Mundaring Emission Reduction Strategy Review of Bassendean's Emission Reduction Plan to reflect their new One Planet Framework (net zero carbon emission) Start to review potential actions for Bassendean's Emission Reduction Plan Confirmed pledges for Bassendean as part of Climate Power Partnership
	October - December 2019	
	January - March 2020	
	April - June 2020	

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	July - September 2019	<ul style="list-style-type: none"> Met with DWER to discuss the next options for Stage 4 of the Swan and Helena River Flood Study.
	October - December 2019	
	January - March 2020	
	April - June 2020	

1.5.7 Review and Implement the Benchmarking Building Efficiency Project

PROJECTS/ACTIONS	QUARTER	COMMENTS
Implement the Benchmarking Building Efficiency (BBE) Project	July - September 2019	<ul style="list-style-type: none"> Facilitated consultation meetings with City of Swan, City of Belmont, City of Bayswater, Shire of Mundaring and Town of Bassendean. Drafted and submitted Request for Quote to eight WALGA preferred consultants. Evaluated the four RFQ submissions received. Drafted and finalised Recommendation report and supporting documents for the CEO. Attended Sustainability Reporting Platform Workshop hosted by the City of Canning.
	October - December 2019	
	January - March 2020	
	April - June 2020	

KEY RESULT AREA 2 - ECONOMIC DEVELOPMENT

2.1 TO FACILITATE AND ADVOCATE FOR INCREASED INVESTMENT IN REGIONAL INFRASTRUCTURE

2.2.1 Review and Implement the Regional Integrated Transport Strategy (RITS)

PROJECTS/ACTIONS	QUARTER	COMMENTS
Facilitate the RITS Implementation Advisory Group (RITS IAG) meetings and implement actions	July - September 2019	<ul style="list-style-type: none"> Held a RITS IAG quarterly meeting on 17 Sept with attendees from member Councils and key stakeholders as identified above. Claire Thompson from DoT presented on the concept of Mobility as a Service and how the Urban Mobility Division in DoT is working towards implementing this concept in the region of Perth.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Deliver actions and initiatives from the RITS 2017 – 2021	July - September 2019	<ul style="list-style-type: none"> Attended the seminar to understand the latest update on the Metronet project especially the future of mobility concept. Looking for grant to implement the trial for use of innovating materials/ CoolSeal technology on roads of the region. Attended smart mobility conference for future of mobility concepts. Started data collection project plan for autonomous transport trial.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Promote and implement the Regional Congestion Management Action Plan	July - September 2019	<ul style="list-style-type: none"> Coordinated with the member Councils (Bayswater, Kalamunda and Belmont) for securing letter of support for the FAL 'Your Move' Program. Followed up with DoT and were informed that Belmont and Bayswater have received. Collecting Data to start mapping the Cycle Route and identifying the missing links and further start advocacy for the missing link.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Develop and implement the Regional Congestion Management Action Plan	July - September 2019	<ul style="list-style-type: none"> Nil this quarter.
	October - December 2019	
	January - March 2020	
	April - June 2020	

PROJECTS/ACTIONS	QUARTER	COMMENTS
Develop and implement Active/Public Transport Campaigns	July - September 2019	<ul style="list-style-type: none"> Coordinated with PTA to get an update of Station Access Strategies within the region. Attended IPWEA conference on how travel plans can be used to support optimal use of transport. Looked into the possibility of developing travel plans for the member Councils.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Develop and implement Road Safety initiatives and Campaigns	July - September 2019	<ul style="list-style-type: none"> The Regional Road Safety Plan is now in the Final Stage. Participated in the Road Safety Strategy Forum by Road Safety Commission for Engineers, Planners and Developers. Participated in the Road Safety Strategy Workshop organized by TranSafe for heavy vehicle transport in Perth. Revisited the Share the Space campaign, the new campaign will highlight disability awareness and tackle 'frequently asked question'.
	October - December 2019	
	January - March 2020	
	April - June 2020	

2.2 TO FACILITATE AND ADVOCATE FOR REGIONAL ECONOMIC DEVELOPMENT ACTIVITIES

2.2.2 Review and Implement the Regional Economic Development Strategy (REDS)

PROJECTS/ACTIONS	QUARTER	COMMENTS
Implement actions from REDS	July - September 2019	<ul style="list-style-type: none"> Developed the scope for the Investment and Attraction booklet Request for Quote. Liaised with NBN to progress a forum relating to NBN connectivity and service providers Liaised with the Small Business Development Corporation on the delivery of a small business forum.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Facilitate the Economic Development Officers Group Meetings	July - September 2019	<ul style="list-style-type: none"> EDOG meeting held 13 August 2019 – guest speakers from Urbis.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Provide access to REMPLAN Tools to member Councils	July - September 2019	<ul style="list-style-type: none"> Provided access to both the REMPLAN and id.Profile statistical tools and prepared an Economic Report Card.
	October - December 2019	
	January - March 2020	
	April - June 2020	

PROJECTS/ACTIONS	QUARTER	COMMENTS
Facilitate tours or forums that Advance Perth's Eastern Region	July - September 2019	<ul style="list-style-type: none"> Nil this quarter.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Facilitate forums that have a focus on technology and innovation	July - September 2019	<ul style="list-style-type: none"> Developed a concept to progress a forum for small business on Social Media (Digital Marketing Essentials)
	October - December 2019	
	January - March 2020	
	April - June 2020	

2.2.3 Identify and Investigate Strategic Regional Development Project and Investment Opportunities

PROJECTS/ACTIONS	QUARTER	COMMENTS
Progress the Business Exemplar project	July - September 2019	<ul style="list-style-type: none"> Prepared and disseminated media releases for local award-winning local businesses to help raise their profile in the wider community. EMRC's Communications team has created a plan which will enable consistent releases to be made. Invitations were sent to Belmont's local business organisation to invite 2019 award winning businesses to the program Met with EMICOL to share ideas on reaching out to the engineering and manufacturing supply chains in the region.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Progress the Business and Investment Attraction project	July - September 2019	<ul style="list-style-type: none"> Advertised the EMRC's Request for Quotation to consultants for the delivery of a new Business Investment and Attraction booklet. Reviewed all consultants' quotations and awarded the contract to Pracsys. Inception meeting was held with Pracsys to kick start the project and the requirements were finalised.
	October - December 2019	
	January - March 2020	
	April - June 2020	

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
Coordinate the Avon Descent Family Days	July - September 2019	<ul style="list-style-type: none"> Met with Lotterywest to discuss the EMRC's regional events funding program. Held a debrief meeting with local governments and NADA on what worked well and any lessons learnt. Commenced the acquittal of the 2018 Avon Descent family fund days grant funding from Lotterywest.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Coordinate the Perth's Autumn Festival	July - September 2019	<ul style="list-style-type: none"> Nil this quarter.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Coordinate Hello Spring Campaign	July - September 2019	<ul style="list-style-type: none"> The 2019 Hello Spring campaign invitation was sent out to organisations who have previously submitted their events. All events submitted were posted onto the perthseasternregion.com.au website
	October - December 2019	
	January - March 2020	
	April - June 2020	
Administer the Perth Tourism.com.au Regional Tourism Website (now known as the perthseasternregion.com.au)	July - September 2019	<ul style="list-style-type: none"> 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.
	October - December 2019	
	January - March 2020	
	April - June 2020	

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	July - September 2019	<ul style="list-style-type: none"> Initial planning has commenced on a new advocacy campaign to follow on from the previous Connect Perth's East City Deal proposal.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Continue to advocate for and promote the "Connect Perth's East City Deal" proposal	July - September 2019	<ul style="list-style-type: none"> Corresponded with the federal department of City Deals (NT, Tasmania, WA, Regional), Policy and Programs Branch; Cities Division; Department of Infrastructure, Transport, Cities and Regional Development and the WA state government's Department of Premier and Cabinet on the status of the City Deal proposal for WA. WA Department Premier and Cabinet has advised via email that the first City Deal will be centred around the Perth CBD, however there will be opportunities for more 'Deals' in WA.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Continue to advocate for Regional Youth priorities as identified by RITS IAG, EDOG and member Council Youth Officers	July - September 2019	<ul style="list-style-type: none"> Regional Youth Officer meeting was held on 7th August 2019. Formal approach taken to host a regional youth forum with member Councils and their youth groups. Action taken to Council on the 22 August, recommendation was that Council provides in principal support for the development of a Zero2 hero Mental Health and leadership workshop.
	October - December 2019	
	January - March 2020	
	April - June 2020	

3.2 TO MANAGE PARTNERSHIPS AND RELATIONSHIPS WITH STAKEHOLDERS

3.2.1 Review and Implement the Regional Advocacy Strategy (RAS)

PROJECTS/ACTIONS	QUARTER	COMMENTS
Develop and implement an EMRC Reconciliation Action Plan (RAP)	July - September 2019	<ul style="list-style-type: none"> Auspire and Urban Indigenous identified as local Aboriginal and Torres Strait Islander organisations for cultural awareness training; Create opportunities for Aboriginal students to engage in work experience at the EMRC; Developing a management guide instead of a policy to use Acknowledgement of country; CEO developing a business case for increasing Aboriginal and Torres Strait Island cultures, histories and achievements within organisation. Liaising with the Shire of Mundaring to assist with RAP development. Local Aboriginal and Torres Strait Islander message sticks were made and purchased for gifts for end of year Volunteer Event. Engaged with Neville Collard to deliver smoking ceremony and Welcome to Country for the end of year Volunteer Event. The NRM team consulted and liaised with Aboriginal and Torres Strait Islanders before working on cultural significant land at Wangalla Brook.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Review and make recommendations to Council regarding alternatives to the EMRC formal Stakeholder Cocktail function	July - September 2019	<ul style="list-style-type: none"> This will require further discussion at an Executive and Council level.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Co-ordinate EMRC's Community Grants Program	July - September 2019	<ul style="list-style-type: none"> Three eligible grant applications were received under the 2019/2020 Community Grants Program by the deadline of 31 August, totalling \$4,500 from an available \$15,000.
	October - December 2019	<ul style="list-style-type: none">
	January - March 2020	
	April - June 2020	
Produce EMRC's Annual Report	July - September 2019	<ul style="list-style-type: none"> A supplier, design concept and landscape format were agreed, photography and copywriting commenced.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Implement biennial Stakeholder Perception Survey	July - September 2019	<ul style="list-style-type: none"> With the completion of the 2018 Stakeholder Perception Survey and presentation to Council in early 2019, it is not anticipated that a repeat survey will be required in 2019/2020.
	October - December 2019	
	January - March 2020	
	April - June 2020	

3.2.2 Review and Implement the Marketing and Communications Plan

PROJECTS/ACTIONS	QUARTER	COMMENTS
Implement priority initiatives (refer Marketing and Communications Plan)	July - September 2019	<ul style="list-style-type: none"> The EMRC's Facebook page was successfully launched on 1 July. Communications coordinated design and print of the EMRC FOGO Recovery Strategy. Communications organised and manned the EMRC stand at the 2019 Waste & Recycle Conference. Work commenced on a redesigned EMRC Corporate Profile document.
	October - December 2019	
	January - March 2020	
	April - June 2020	

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	July - September 2019	<ul style="list-style-type: none"> The following records management procedures were finalised or updated: Social Media Record Keeping Guideline, Surveillance Records Treatment Guideline, Management Guideline for Freedom of Information Applications. Records were disposed of in accordance with the GDALG (General Disposal Authority for Local Government). During the period, 112 folders and 5,330 records were created.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Review and update Council Policies	July - September 2019	Council Policies have been reviewed in December 2018. As per Council Resolution, the next review will be within 12 months following the 2021 Council elections. Other policies will be updated as required.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Review and update Management Guidelines as required	July - September 2019	<ul style="list-style-type: none"> Nil
	October - December 2019	
	January - March 2020	
	April - June 2020	

3.3.2 Implement EMRC's Integrated Planning Framework

PROJECTS/ACTIONS	QUARTER	COMMENTS
Review the Corporate Business Plan	July - September 2019	The Corporate Business Plan will be reviewed as part of the Annual Budget Review, which is expected to be tabled at the June 2020 round of meetings.
	October - December 2019	
	January - March 2020	
	April - June 2020	

3.3.3 Review and Implement a Risk Management Plan

PROJECTS/ACTIONS	QUARTER	COMMENTS
Implement priority projects (refer Risk Management Plan)	July - September 2019	The Strategic Risk Management Plan was last reviewed in May 2019 by the Strategic Risk Steering Group and presented to Audit Committee at its June 2019 meeting. The Strategic Risk Management Plan is reviewed annually. The risk identified in the Risk Management are constantly reviewed and actively managed by the responsible officers.
	October - December 2019	
	January - March 2020	
	April - June 2020	

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

PROJECTS/ACTIONS	QUARTER	COMMENTS
Review and implement DAIP	July - September 2019	• Ongoing.
	October - December 2019	
	January - March 2020	
	April - June 2020	

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	July - September 2019	<ul style="list-style-type: none"> A review of the EMRC Ten Year Financial Plan is due to be undertaken during Feb-May'2020 as part of the 2020/2021 Budget deliberation process.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Monitor and review financial investment portfolio	July - September 2019	<ul style="list-style-type: none"> The Investment portfolio is continually monitored in order to ensure that cash flow requirements are met and that maximum returns are achieved on investments within the parameters of the Investment Policy and the regulations.
	October - December 2019	
	January - March 2020	
	April - June 2020	

3.4.2 Review and Implement the Asset Management Plan (AMP)

PROJECTS/ACTIONS	QUARTER	COMMENTS
Implement the AMP	July - September 2019	<ul style="list-style-type: none"> The Asset Management Plan is to be reviewed and updated as part of the budget deliberation process for the 2020/2021 financial year.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Undertake capital improvements to Ascot Place Building	July - September 2019	
	October - December 2019	
	January - March 2020	
	April - June 2020	

3.4.3 Review and Implement the Strategic IT Plan

PROJECTS/ACTIONS	QUARTER	COMMENTS
Implement priority projects (refer Strategic IT Plan)	July - September 2019	<ul style="list-style-type: none"> Wireless networking was implemented for internal and external users. The Mandalay Weighbridge System at Red Hill was run in parallel with the existing weighbridge system. Commenced Microsoft Office 2019 rollout. The Internet router was configured for "high availability" so that a duplicate device will maintain a connection should the primary unit fail.
	October - December 2019	
	January - March 2020	
	April - June 2020	
Develop an IT Disaster Recovery Plan incorporating the Red Hill Disaster Recovery site	July - September 2019	<ul style="list-style-type: none"> The IT Disaster Recovery Plan was previously developed and is now progressively being implemented and refined with budgeted capital expenditure in the IT infrastructure.
	October - December 2019	
	January - March 2020	
	April - June 2020	

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	July - September 2019	<ul style="list-style-type: none"> Preliminary review undertaken.
	October - December 2019	
	January - March 2020	
	April - June 2020	

3.5.2 Review and Implement the Safety Management Plan

PROJECTS/ACTIONS	QUARTER	COMMENTS
Coordinate OS&H Program	July - September 2019	<ul style="list-style-type: none"> Nil this quarter.
	October - December 2019	
	January - March 2020	
	April - June 2020	