15.2 TECHNICAL ADVISORY COMMITTEE MEETING HELD 4 FEBRUARY 2010 (REFER TO MINUTES OF COMMITTEE - YELLOW PAGES) REFERENCE: COMMITTEES-10426

The minutes of the Technical Advisory Committee meeting held on **4 February 2010** accompany and form part of this agenda – (refer to yellow section of 'Minutes of Committees' for Council accompanying this Agenda).

QUESTIONS

The Chairman invited general questions from members on the report of the Technical Advisory Committee.

RECOMMENDATION

That with the exception of items ……, which are to be withdrawn and dealt with separately, the recommendations in the Technical Advisory Committee report (Section 15.2) be adopted.

Cr Townsend referred to Report Item 9.2 - New Project – Lime Amended Bioclay® Blending and asked if it was possible to move into a domestic market by bagging and selling the Lime Amended Bioclay® into the domestic market. The CEO advised that the EMRC was assisting the Water Corporation with this project, and any future developments of the product marketing would be discussed with them for future consideration but the final decision would rest with them.

Cr Townsend asked where the "Discover-Recovery Reuse Centre" would be located (referred to in report item 9.3). The Director Waste Services advised that it would likely be located in the Midland area.

COUNCIL RESOLUTION

MOVED CR POWELL SECONDED CR PIANTADOSI

THAT WITH THE EXCEPTION OF ITEMS 9.1 AND 9.4, WHICH ARE TO BE WITHDRAWN AND DEALT WITH SEPARATELY, THE RECOMMENDATIONS IN THE TECHNICAL ADVISORY COMMITTEE REPORT (SECTION 15.2) BE ADOPTED.

CARRIED UNANIMOUSLY

TECHNICAL ADVISORY COMMITTEE

MINUTES

4 February 2010

(REF: COMMITTEES-10426)

A meeting of the Technical Advisory Committee was held at the City of Belmont Administration Office, 215 Wright Street CLOVERDALE WA 6105 on **Thursday, 4 February 2010.** The meeting commenced at **3.07pm.**

TABLE OF CONTENTS

1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Chairman opened the meeting at 3.07pm.

2 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE PREVIOUSLY APPROVED

Committee Members

Mr Simon Stewert-Dawkins *(from 3.15pm)*	Director Operational Services	Town of Bassendean
Mr Doug Pearson	Director Technical Services	City of Bayswater
Mr Ric Lutey	Director Technical Services	City of Belmont
Mr Mahesh Singh	Director Engineering Services	Shire of Kalamunda
Mr Jim Coten (**Deputy Chairman**)	Executive Manager Operations	City of Swan
Mr Peter Schneider	Chief Executive Officer	
Mr Adrian Dyson	Manager, Health Services	Shire of Mundaring

Apologies

Mr Shane Purdy (**Chairman**)	Director Infrastructure Services	Shire of Mundaring

EMRC Officers

Mr Adam Johnson	Director Waste Services
Ms Rhonda Hardy	Director, Regional Services
Mr Stephen Fitzpatrick	Manager, Project Development
Mr Brian Bushby	Manager Operations
Ms Bonnie Kinsman	Administration Officer (Minutes)
Mr Johan Le Roux	Manager Engineering, Waste Services

Deputy Committee Members - Observers

Mr Adrian Dyson *(from 3.15pm)*	Manager Health & Community Safety	Shire of Mundaring

Observer(s)

Ms Theresa Eckstein	Assistant to the CEO	EMRC

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 TECHNICAL ADVISORY COMMITTEE MEETING HELD ON 19 NOVEMBER 2009

That the Minutes of the Technical Advisory Committee meeting held on 19 November 2009, which have been distributed, be confirmed.

TAC RESOLUTION(S)

MOVED MR SINGH SECONDED MR LUTEY

THAT THE MINUTES OF THE TECHNICAL ADVISORY COMMITTEE MEETING HELD ON 19 NOVEMBER 2009, 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 WASTE SCAVENGING POLICY

REFERENCE: COMMITTEES-10425

PURPOSE OF REPORT

The purpose of the report is to propose a waste scavenging policy to control scavenging of waste from EMRC operated facilities.

KEY ISSUES AND RECOMMENDATION(S)

- Informal scavenging is a practice ubiquitous within the waste sector, and can involve significant safety risks both during scavenging and when attempting to use the scavenged items. It can also involve allegations of theft from the employer.
- The opportunity for scavenging is often a key attractor for personnel working at waste facilities, potentially leading to a significant income supplement, and thus a blanket ban on scavenging would impact on staff morale. It would also lead to valuable resources being lost to landfill.
- Informal scavenging of waste has occurred at the Red Hill Waste Management Facility since it commenced operations, and is tolerated but not encouraged.
- Options were considered for the management of scavenging, including prohibiting the practice, directing all income to the EMRC or employing scavengers. These options were discarded in favour of an approach of managed informal scavenging.
- The waste scavenging policy developed seeks to balance the risks presented by scavenging with the morale benefits for retaining scavenging. The policy also details the distribution of income from scavenging, the materials that may be scavenged and establishes a scavenging register.

Recommendation

That Council adopt the Waste Scavenging Policy forming the attachment to this report.

SOURCE OF REPORT

Director Waste Services

BACKGROUND

Informal scavenging of waste has happened at the Red Hill Waste Management Facility since the site commenced operations. This activity has been tolerated but not encouraged, generally operating on a “finders keepers” basis.

No policy covers the activity, and the EMRC may be exposed to compensation claims in the event that a staff member injures him or herself whilst scavenging. The lack of a policy also creates workplace conflict due to the uneven distribution of income from scavenging; those who work on the landfill or at the transfer station scavenge the majority of the waste.

The lack of a scavenging policy creates the opportunity for thieves to “fence” materials, claiming that stolen goods were scavenged from the landfill. The WA Police has been in contact with the EMRC in relation to large quantities of copper, brass and aluminium sold to scrap dealers by a Red Hill staff member. Extrapolating from this information, scavenging from Red Hill could be worth over $150,000 per year.

Item 9.1 continued

REPORT

A scavenging policy is proposed to control the manner under which waste scavenging is undertaken, and the distribution of income from scavenging. The proposed policy is attached, and was developed after a detailed consideration of the options available to manage scavenging. Key options considered are discussed below.

One option is to prohibit scavenging. Prohibition is considered to be unfeasible and would impact on the morale of staff. In many cases, scavenging provides the additional income which makes the job sufficiently attractive to remain, notwithstanding better paid opportunities in the resources sector. The prevalence of scavenging means that its prohibition would need to be backed up by the credible threat of dismissal. Dismissing staff for scavenging could lead to the EMRC losing key employees.

An additional option is to have all income from scavenging retained by the EMRC. This option was not pursued because scavenging is done in addition to normal work duties for extra income; retaining all income for the EMRC would lead to the cessation of all scavenging (and attempts to circumvent the system). This would lead to significant resources lost in landfill.

Another option considered is the employment of scavengers, with all income retained by the EMRC. This would pay for itself, and may be pursued in the future. The main reason why this option was not taken further is the heightened occupational safety and health risks associated with somebody specifically employed to undertake scavenging, compared with somebody voluntarily scavenging for their own benefit.

The preferred option as detailed in the draft policy describes the manner in which scavenging may be undertaken, establishes a scavenging register to record all materials scavenged, describes the distribution of income from scavenging, and the materials that may be scavenged. Scavenging is to be undertaken in a manner that is safe and does not compromise staff integrity. The first $1,000 per year of income is able to retained by the scavenging staff member, with all further income to be paid into a Bonus Fund. That Fund is distributed amongst staff, with the maximum payment to a staff member being $1,000, and the remainder retained by the EMRC. Staff are only permitted to scavenge material where the EMRC does provide an income earning recycling service, or where a higher value use can be made of the scavenged materials.

The policy will be reviewed along with all EMRC policies following the Ordinary Elections in 2011.

STRATEGIC/POLICY IMPLICATIONS

Improved management of scavenging will assist with Key Result Areas 1 and 4. The specific objectives are Objective 1.1: To provide sustainable waste disposal operations, and Objective 4.8: To improve organisation culture, health, welfare and safety.

FINANCIAL IMPLICATIONS

A minor increase in EMRC revenue may arise from income from scavenging retained by the EMRC after distribution to staff as detailed in the policy.

SUSTAINABILITY IMPLICATIONS

Managing scavenging is required to ensure that the environmental benefits of removing waste from landfill are balanced against the economic aspects relating to the distribution of income, and the social aspects of protecting occupational safety and health.

Item 9.1 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)

Proposed Waste Scavenging Policy (Ref: Committees-10427)

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION(S)

That Council adopt the Waste Scavenging Policy forming the attachment to this report.

The Director Waste Services provided a summary of the report.

Mr Lutey asked if the reported $150,000 per year cost for scavenging at the Red Hill Waste Management Facility is realistic. The Director Waste Services explained that the figure was estimated based on information provided to the EMRC by the Police.

TAC RECOMMENDATION(S)

MOVED MR LUTEY SECONDED MR PEARSON

That Council adopt the Waste Scavenging Policy forming the attachment to this report.

CARRIED UNANIMOUSLY

Cr Pule referred to the $1,000 limit for employees and queried how the rest of the scavenged items were translated into cash and asked if there were any issues in relation to the front end loader being idle while employees look for scavenged items. Cr Pule also asked how this might interact with the Reuse Centre.

The Director Waste Services advised that scavenged goods above the $1,000 limit would have to be surrendered to EMRC to sell. In terms of interference of work duties, this concern was taken into account in developing the policy and is the reason for the limits on income that can be retained by staff. Furthermore, most of the scavenging is undertaken during downtime, and generally at the transfer station. Once the Reuse Centre commences operation, staff would no longer be permitted to scavenge materials that might be sold at the Reuse Centre.

Item 9.1 continued

Cr Godfrey referred to page 4 of the report where it stated that the policy would be reviewed along with all EMRC policies following the Ordinary Elections in 2011 and stated that she would prefer it if the policy was reviewed and another report submitted to Council in 12 months' time.

Cr Godfrey moved an amendment that a second point be added to the recommendation that the Waste Scavenging Policy be reviewed and a report be submitted to Council within 12 months. This was seconded by Cr Pule.

AMENDMENT

MOVED CR GODFREY SECONDED CR PULE

That the Waste Scavenging Policy forming the attachment to this report be reviewed and a report be submitted to Council after 12 months.

CARRIED UNANIMOUSLY

Cr Radford stated that he still had some concerns about how it would work, how the scavenged items were to be valued at the right price and how to monitor if an employee was able to scavenge more items if the initial amount scavenged was under the $1,000 limit.

The Director Waste Services advised that senior members of staff who would not be benefitting from scavenging would undertake the valuation, and most of the value of the goods was usually metals which would be valued at the going rate at scrap yards.

In response to Cr Pule's query on why copper had not been eliminated from the policy, the Director Waste Services advised that copper usually turned up at the landfill face. The EMRC does not undertake any formal scavenging from the landfill face.

Cr Cuccaro asked why it had become necessary to develop a waste scavenging policy, whether it was due to an increase in scavenging taking employees away from their duties, or a way of recycling more. The Director Waste Services advised that the rationale for developing this policy was not because of an existing problem but a potential problem. The policy was developed to give guidance to staff on the circumstances where scavenging is permitted, and to try and prevent possible employee injuries in the future.

The substantive motion included the addition of a point 2 to the recommendation.

COUNCIL RESOLUTION(S)

MOVED CR POWELL SECONDED CR PULE

THAT:

1. COUNCIL ADOPT THE WASTE SCAVENGING POLICY FORMING THE ATTACHMENT TO THIS REPORT.
2. THE WASTE SCAVENGING POLICY FORMING THE ATTACHMENT TO THIS REPORT BE REVIEWED AND A REPORT MADE TO COUNCIL AFTER 12 MONTHS.

CARRIED UNANIMOUSLY

Waste Scavenging Policy

STRATEGIC PLAN OBJECTIVES

1.1 To provide sustainable waste disposal operations
4.8 To improve organisation culture, health, welfare and safety

POLICY

- Red Hill Environmental Policy
    - *Investigate and implement measures to divert waste prior to landfilling, as appropriate*
- Risk Management Policy
    - *To protect the organisation's resources and income so that accidental occurrences or other downgrading events will not hamper (or stop) the Council achieving its strategic and service objectives*
- Occupational Safety and Health Policy
    - *The ongoing recognition and control of physical and procedural hazards (inclusive of people with Special Needs), through a hazard identification and control process*
- EMRC Code of Conduct (Clause 3.3)
    - *A member or employee must not make improper use of his or her office or position:*
        - *to gain directly or indirectly an advantage for him or her, or for any other person; or*
        - *to cause detriment to the EMRC or any other person.*

SCOPE

- *Scavenging* is a practice ubiquitous within the *waste* sector, and can involve significant safety risks both during *scavenging* and when attempting to use the *scavenged* items. It can also involve allegations of theft from the employer.
- The purpose of the policy is to delineate the circumstances under which *EMRC employees* or *members of the public* are permitted to *scavenge* waste from *EMRC operated waste facilities* for private gain.

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LEGISLATION

- Occupational Safety and Health Act 1984 (section 19)
    - *An employer shall, so far as is practicable, provide and maintain a working environment in which the employees of the employer (the employees) are not exposed to hazards*
- Occupiers' Liability Act 1985 (section 5(1))
    - *Subject to subsections (2) and (3) the care which an occupier of premises is required by reason of the occupation or control of the premises to show towards a person entering on the premises in respect of dangers which are due to the state of the premises or to anything done or omitted to be done on the premises and for which the occupier is by law responsible shall, except in so far as he is entitled to and does extend, restrict, modify or exclude by agreement or otherwise, his obligations towards that person, be such care as in all the circumstances of the case is reasonable to see that that person will not suffer injury or damage by reason of any such danger*

POLICY STATEMENT

Definitions

- **Authorised person**: *EMRC employee* with the title Operations Manager, Site Manager or Site Supervisor.
- **Electrical goods**: Any item capable of being powered by mains electricity, and including *electronic waste*.
- **Electronic waste**. Computers, computer monitors, televisions and any piece of digital equipment.
- **EMRC**: Eastern Metropolitan Regional Council.
- **EMRC employees**: All people on the current *EMRC* payroll, irrespective of their usual workplace.
- **EMRC operated waste facilities**: Red Hill Waste Management Facility, Hazelmere Recycling Centre, Walliston Transfer Station, Mundaring Transfer Station, Chidlow Transfer Station and Woorooloo Transfer Station.
- **General waste bin**: Receptacle into which *waste* is placed for direct transfer to a *landfill.*
- **Heavy item**: Any item weighing more than 30 kilograms.
- **Higher value use**: A use higher in the waste hierarchy or "Reduce, Reuse, Recycle, Recover". An example is bicycles used for parts ("reuse") rather than sold as scrap metal ("recycle").
- **Landfill**: The parcel of land nominated by an authorised person as the place for *waste* to be disposed of to the ground.
- **Market value**: The value of an item at the time of valuation using, where possible, an external measure of value (such as commercial scrap metal rates for scrap metal).
- **Members of the public**: Any person who is not an *EMRC employee*, including contractors, sub-contractors and employees or contractors or sub-contractors.
- **Plant**: Any piece of self-propelled mobile equipment.
- **Recycling service**: A receptacle or separated area at an *EMRC operated waste facility* clearly designated for the placement of materials nominated by the *EMRC* for subsequent removal and recycling.
- **Bonus Fund**: A fund established to provide an annual bonus to *waste management operations staff*.

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- **Scavenging**: The act of removing *waste* from a *landfill* or *transfer station* with the express intent of taking personal possession of that *waste*.
- **Scavenging Register**: A document, in hard copy or electronic form, containing details of all items *scavenged* from each *EMRC operated waste facility*.
- **Suitable Personal Protective Equipment**: Safety boots, safety glasses and leather gloves.
- **Transfer station**: A facility where waste is placed into one or more *general waste bins*. Ancillary activities at a transfer station may include a recycling service.
- **Waste**: Any material unwanted by a person and delivered by that person to a *landfill* or *transfer station*.
- **Waste management operations staff**: Any *EMRC employee* whose usual workplace is an *EMRC operated waste facility*. Excludes any *authorised person*.

General

- *Scavenging* must not be undertaken to the detriment of work duties as detailed in the Position Description of an *EMRC employee*.
- Manual handling of *heavy items* must be avoided at all times to minimise the risk of personal injury.
- All *scavenged* items recovered from an *EMRC operated waste facility* must not be removed from an *EMRC operated waste facility* until the items are recorded into a *Scavenging Register* and approved by an *authorised person* as being available for authorised removal. This includes items *scavenged* by *EMRC employees* and *members of the public*.
- In approving items to be *scavenged*, the *authorised person* must make an assessment in relation to whether the items may be of interest to the Police. Items likely to be of interest to the Police shall not be removed from the site unless approved by the Police.
- All items on the *Scavenging Register* must be valued. The value must be an estimate of the *market value* of the items in the condition at which they are removed from site, and on the date of removal.
- An *authorised person* cannot authorise the removal of an item that is for their own use or the use of an immediate family member. An alternative *authorised person* must be sought to approve the removal of the item.
- An *authorised person* may refuse to authorise the removal of any item. This decision will be final.

Income

- *EMRC employees* may retain up to $1,000 per year of income from the sale of *scavenged* items. Income will be determined from the *market value* for the items as contained in the *Scavenging Register*.
- Any income above $1,000 per *EMRC employee* per year from the sale of *scavenged* items is to be payable to the *Bonus Fund*.
- The *Bonus Fund* will be distributed equally to all *waste management operations staff* with a minimum of one year's service in the first pay of December each year. The amount payable to any individual will not exceed $1,000. Any amount remaining in the *Bonus Fund* after distribution to *waste management operations staff* will be received as *EMRC* income from the operation of the Red Hill Waste Management Facility.

Transfer stations

- *Scavenging* is only permitted under the following circumstances:
    a. The *EMRC* does not have an income earning *recycling service* for the particular *waste* type. The *EMRC* has provided a *recycling service* for the following *wastes*, and thus scavenging from the transfer station is NOT permitted:
        i. Ferrous metal (steel, iron etc) except where it meets the requirements of point (c) below
        ii. Aluminium

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iii. Paper and cardboard

iv. Glass

b. The *EMRC* has provided a *recycling service*, but pays for the *recycling service*. This encompasses the following *waste* types:

i. Electronic waste

ii. Plastics

iii. Timber

iv. Mattresses

c. The *waste* being *scavenged* has a *higher value use* than the *recycling service* provided by the *EMRC*.

d. The *waste* being *scavenged* comprises personal effects or money.

e. The *waste* belonged to the scavenger and was inadvertently disposed of.

- *Waste* must not be *scavenged* from *general waste bins*, as this presents risks to personal safety. Customers should be asked to place material for *scavenging* on the ground near their vehicle. Material for *scavenging* should then be promptly removed to avoid it becoming a hazard to people or interfering with *transfer station* operations.
- *Electrical goods* may only be *scavenged* by *EMRC employees*.

Landfill

- *Scavenging* by *members of the public* is prohibited.
- *Scavenging* at the *landfill* presents significant risks, including but not limited to risks of crushing by *plant*, treading on sharp items and direct contact with disease carrying items. *Scavenging* by *EMRC employees* is only permitted where the *EMRC employee* is able to minimise the risk to any person to a negligible level.
- Any *EMRC employees scavenging* must be wearing *suitable personal protective equipment*.
- *EMRC employees* are not to approach closer that 10 metres to a manned piece of *plant* unless the *plant* is stationary and the *plant* operator has acknowledged their presence.
- The item to be *scavenged* is to be taken the shortest possible distance to get it to a safe location for authorisation and subsequent registration.

This policy has been developed to protect both EMRC staff and the Facilities customers and to ensure the probity of EMRC operations. Failure to comply with the policy may expose staff and the EMRC to prosecution by WorkSafe WA. Any incident arising from scavenging activities must be reported immediately to the Executive Manager, Waste Management Services.

FINANCIAL CONSIDERATIONS

A minor increase in income.

Adopted/Reviewed by Council	18 February 2010
Next Review	Following the Ordinary Elections in 2011
Responsible Unit	Waste Management Services

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9.2 NEW PROJECT – LIME AMENDED BIOCLAY® BLENDING

REFERENCE: COMMITTEES-10444

PURPOSE OF REPORT

The purpose of the report is to seek Council approval of the Project Plan for the blending of Lime amended BioClay®.

KEY ISSUES AND RECOMMENDATION(S)

- The Water Corporation generates lime amended biosolids (LAB) from its Subiaco Wastewater Treatment Plant (WWTP). The LAB is currently transported to properties in the Wheatbelt where it is applied to broad acre farm land as fertiliser.
- After considerable investigation, the Water Corporation has identified that a blend of LAB with clay would produce a slow release fertiliser with good water holding capabilities. The blend has particular application in the Ellen Brook sub-catchment of the Swan River, and has been named Lime-amended BioClay® or LaBC® by the Water Corporation.
- The EMRC has a substantial stockpile of low grade clay at the Red Hill Waste Management Facility suitable for blending to produce LaBC®. The Water Corporation wants to work with the EMRC to produce substantial quantities of LaBC®.
- The Water Corporation will handle the supply of LAB to the Red Hill Waste Management Facility, removal of LaBC® and distribution to farmers. The Water Corporation will also pay for the clay and blending activities.

Recommendation(s)

That:

1. Council endorse the Project Plan for the blending of Lime amended BioClay®.
2. Council, by an absolute majority in accordance with s.6.8 of the *Local Government Act* 1995, agree to incur expenditure of $36,000 during 2009/2010 to be funded from operating surpluses.
3. The Lime amended BioClay® blending project commence in March 2010.
4. The Chief Executive Officer be authorised to negotiate an agreement with the Water Corporation for the blending of Lime amended BioClay®.

SOURCE OF REPORT

Director Waste Services

BACKGROUND

The EMRC generates substantial quantities of excess low grade clay from its landfill operations at the Red Hill Waste Management Facility. The current clay stockpile is estimated to contain 800,000 m^3 of clay, and markets for the clay are scarce.

The EMRC also has an interest in the Swan River as one of the Region's key assets. Over time, nutrient loading of the Swan River has led to algal blooms and other water quality problems. A key contributor of nutrients is the Ellen Brook sub-catchment which is managed by the Ellen Brockman Integrated Catchment Group ("EBICG"). The EMRC, in its work with the Eastern Hills Catchment Management Group, collaborates with the EBICG in catchment management projects to improve the quality of the Swan River.

Item 9.2 continued

REPORT

The Water Corporation generates lime amended biosolids (LAB) from its Subiaco Wastewater Treatment Plant (WWTP). The LAB is currently transported to properties in the Wheatbelt where it is applied to broad acre farm land as fertiliser.

After considerable laboratory scale experimentation with a range of materials, the Water Corporation identified that blending the LAB with clay would create a slow release fertiliser with good water holding capabilities. The blended product is referred to as Lime-amended BioClay®, or LaBC®, and is well suited to application on poor sandy soils in the Ellen Brook where it would reduce the need to apply soluble fertiliser, improve water and fertiliser retention in soils, improve agricultural productivity of the area and ultimately reduce nutrient loads in the Swan River.

The Water Corporation approached the EMRC in relation to the supply of clay for the LaBC®. Since Red Hill has a substantial stockpile of clay, production of LaBC® at Red Hill is a good fit. Additional organisational fits are:

- Red Hill is licensed to accept waste, and doesn't need a further approval for the LAB;
- A weighbridge is in operation at Red Hill to track the weight of material in and out of the site;
- EMRC has sufficient land holdings at Red Hill to conduct clay blending;
- EMRC has access to plant and labour; and
- EMRC has an interest in the improvement of agricultural land in the Ellen Brook catchment (part of City of Swan), and reducing nutrient loading of the Swan River.

The Water Corporation conducted a trial where approximately 310 tonnes of LaBC® were generated and applied in a series of agricultural trials during Winter 2009. Preliminary results are sufficiently promising that the Water Corporation seeks to expand the trial and secure the blending operations at Red Hill for the production of LaBC® to be applied ahead of Winter 2010.

A Project Plan has been prepared for the blending of Lime amended BioClay® (Attachment 1). A draft Memorandum of Understanding between the EMRC and the Water Corporation has also been prepared. The Project Plan proposes that the blending be conducted on a cost recovery basis, with the Water Corporation responsible for delivering LAB, removing LaBC® from Red Hill and managing the distribution of LaBC® amongst farmers in the Ellen Brook sub-catchment. The Water Corporation will pay the EMRC for the cost of blending at a rate of $15.00 per tonne of LAB received.

In the long term, this project has the potential to make a significant improvement to the nutrient contribution from the Ellen Brook catchment, add value to the EMRC's low grade clay and build a profile for the EMRC amongst the Region's farmers as a supplier of landscaping materials.

STRATEGIC/POLICY IMPLICATIONS

The blending of Lime amended BioClay® will assist with Key Result Area of the EMRC Strategic Plan for the Future, and in particular, Objective 1.3: To improve resource recovery and recycling solutions in partnership with member Councils and Objective 1.5: To contribute towards regional biodiversity conservation and improved air, water and land quality.

FINANCIAL IMPLICATIONS

The annual cost of the project is estimated to be $115,443. This will be fully recovered by a charge to the Water Corporation of $15.00/tonne of LAB delivered to Red Hill for blending. The current year expenditure of $36,000 is offset by income in the same order; this is a full cost recovery project.

Item 9.2 continued

SUSTAINABILITY IMPLICATIONS

Converting two waste products, biosolids and clay, into a useful product for society has strong sustainability benefits. The product improves the water and land quality of the Ellen Brook sub-catchment, it provides the opportunity for regional farmers to improve their productivity and adds value to both the Water Corporation and EMRC.

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. Blending of Lime amended BioClay® Project Plan (Ref: Committees-10472)
2. Draft Agreement (Ref: Committees-10491)

VOTING REQUIREMENT

Absolute Majority

RECOMMENDATION(S)

That:

1. Council endorse the Project Plan for the blending of Lime amended BioClay®.
2. Council, by an absolute majority in accordance with s.6.8 of the *Local Government Act* 1995, agree to incur expenditure of $36,000 during 2009/2010 to be funded from operating surpluses.
3. The Lime amended BioClay® blending project commence in March 2010.
4. The Chief Executive Officer be authorised to negotiate an agreement with the Water Corporation for the blending of Lime amended BioClay®.

The Director Waste Services provided a summary of the report.

In response to a query on whether the operation was cost neutral, the Director Waste Services confirmed that it was. Resolution 2 was included due to the requirement of the Local Government Act 1995 for expenditure on a non budgeted purpose to be authorised in advance by resolution of Council.

Item 9.2 continued

TAC RECOMMENDATION(S)

MOVED MR LUTEY SECONDED MR SINGH

That:

1. Council endorse the Project Plan for the blending of Lime amended BioClay®.
2. Council, by an absolute majority in accordance with s.6.8 of the *Local Government Act* 1995, agree to incur expenditure of $36,000 during 2009/2010 to be funded from operating surpluses.
3. The Lime amended BioClay® blending project commence in March 2010.
4. The Chief Executive Officer be authorised to negotiate an agreement with the Water Corporation for the blending of Lime amended BioClay®.

CARRIED UNANIMOUSLY

COUNCIL RESOLUTION(S)

MOVED CR POWELL SECONDED CR PIANTADOSI

THAT:

1. COUNCIL ENDORSE THE PROJECT PLAN FOR THE BLENDING OF LIME AMENDED BIOCLAY®.
2. COUNCIL, IN ACCORDANCE WITH S.6.8 OF THE LOCAL GOVERNMENT ACT 1995, AGREE TO INCUR EXPENDITURE OF $36,000 DURING 2009/2010 TO BE FUNDED FROM OPERATING SURPLUSES.
3. THE LIME AMENDED BIOCLAY® BLENDING PROJECT COMMENCE IN MARCH 2010.
4. THE CHIEF EXECUTIVE OFFICER BE AUTHORISED TO NEGOTIATE AN AGREEMENT WITH THE WATER CORPORATION FOR THE BLENDING OF LIME AMENDED BIOCLAY®.

CARRIED UNANIMOUSLY

EMRC

Protecting Perth's Eastern Region

Lime amended BioClay® blending

Project Plan

TEL (08) 9424 2222 FAX (08) 9277 7598 EMAIL mail@emrc.org.au WEB www.emrc.org.au

1 Introduction

The Water Corporation generates lime amended biosolids (LAB) from its Subiaco Wastewater Treatment Plant (WWTP). The LAB is currently transported to properties in the Wheatbelt where it is applied to broad acre farm land as fertiliser.

The Water Corporation considered this use of societal resources less sustainable, and has been attempting to formulate LAB blends that give it wider application. After considerable laboratory scale experimentation with a range of materials, the Water Corporation identified that blending the LAB with clay would create a slow release fertiliser with good water holding capabilities. The blended product is referred to as Lime-amended BioClay®, or LaBC®.

This production of the LaBC® coincided with a catchment management concern related to the Swan River, and specifically, the nutrient loads contributed to the Swan catchment from the Ellen Brook sub-catchment. According to the Swan River Trust catchment report cards, Ellen Brook has the highest Total Nitrogen and Total Phosphorous concentration of all Swan sub-catchments .

Nutrients are primarily contributed from fertilisers and stock manures on the poor, sandy soils of the sub-catchment. The LaBC® was considered a prime material to reduce the need to apply soluble fertiliser, improve water and fertiliser retention in soils, improve agricultural productivity of the area and ultimately reduce nutrient loads in the Swan River.

At about this time, the Water Corporation approached the EMRC in relation to the supply of clay for the LaBC®. The supply of clay is a good fit with the EMRC's activities at Red Hill where there is a stockpile, in excess of 800,000 m^3, and more clay is generated with each cell construction. This lent itself to blending being undertaken at Red Hill. Additional organisational fits are:

- Red Hill is licensed to accept waste, and doesn't need a further approval for the LAB
- A weighbridge is in operation at Red Hill to track the weight of material in and out of the site
- EMRC has sufficient land holdings at Red Hill to conduct clay blending
- EMRC has access to plant and labour
- EMRC has an interest in the improvement of agricultural land in the Ellen Brook catchment (part of City of Swan), and reducing nutrient loading of the Swan River

The Water Corporation conducted a trial where approximately 310 tonnes of LaBC® were generated and applied in a series of agricultural trials during Winter 2009. The trials were to demonstrate the optimum application rate for growth response, with minimum leaching risk. Preliminary results are sufficiently promising that the Water Corporation seeks to expand the trial and secure the blending operations at Red Hill.

2 Glossary and abbreviations

DEC	Department of Environment and Conservation
EBICG	Ellen Brockman Integrated Catchment Group
LAB	Lime amended biosolids
LaBC®	Lime amended BioClay®
Lime amended biosolids	Biosolids from the Subiaco WWTP, treated with lime to sterilise pathogens
Lime amended BioClay®	Lime amended biosolids blended in specified proportion with clay
WWTP	Waste Water Treatment Plant

3 Project Evaluation

An evaluation of the project in accordance with the EMRC Project Plan template has been completed. This template ensures that key factors have been considered in the project planning process.

3.1 Project Title:

Lime amended BioClay® blending

3.2 Background

Detailed in section 1 above.

3.3 Project Objectives

3.3.1 Goal

To blend all LAB from the Subiaco WWTP with clay to produce LaBC® for application by Water Corporation on farmland in the Ellen Brook catchment area.

3.3.2 Benefits

1. Market for surplus clay at Red Hill, and potentially also mulch and compost.
2. Provision of blending plant at Red Hill to produce clay/compost (and other) blends.
3. Production of slow release fertiliser to improve productivity of farms in the north-western part of the City of Swan.
4. Reduction in nutrient loading of the Swan River.

3.3.3 Key deliverables

Clay, mobile plant, equipment and staff to receive LAB, blend to produce LaBC® and load LaBC® onto trucks for removal from site. LaBC® is distributed by the Water Corporation to farmers in the Ellen Brook catchment.

3.3.4 Key Performance Indicators

1. LAB blended with clay to produce LaBC® within one week of receival.
2. Costs contained within 10% of budget cost.
3. Increase in LAB treated to reach 100% of production at Subiaco WWTP.

3.4 Project Scope

Detailed in section 4.1 below.

3.5 Stakeholder Management

This is a joint project between the Water Corporation and the EMRC. As such, the Water Corporation is the primary stakeholder.

Secondary stakeholders are regulatory authorities (including the Swan River Trust), farmers receiving LaBC®, and the Ellen Brockman Integrated Catchment Group.

3.5.1 Water Corporation

An agreement is being prepared between the EMRC and the Water Corporation to guide the dealings between the two parties. The agreement sets out the standards for LAB supplied to Red Hill, the clay to be blended, and the proportions of the LAB/clay blend.

The key to the agreement is both parties working in good faith. The agreement states that "The Water Corporation and the EMRC will work together in good faith to continually improve the blending operations, and subject to restrictions under the Privacy Act, will share all data gathered in relation to the LAB, production of LaBC® and application of LaBC®".

To achieve this, regular meetings will be held between EMRC and Water Corporation project managers.

3.5.2 Regulatory authorities

A number of regulatory authorities have an interest in the project.

The Health Department is keen to ensure that the LAB and LaBC® are pathogen free, and that the LaBC® is free of contaminants. Their concerns will be handled by the Water Corporation, as the Water Corporation controls the quality of the LAB and can determine the proportions of clay and LAB to be used in the LaBC® blend.

The Department of Environment and Conservation("DEC") regulates operations at Red Hill, and needs to be assured that the blending does not cause soil, water or air pollution. The EMRC will be the lead agency dealing with the DEC.

The Swan River Trust considers the nutrient loading on the Swan River. Since the Ellen Brook is a key contributor to nutrients in the Swan River, the Swan River Trust is keen to understand the impact of applying LaBC® to farmland in the Ellen Brook catchment. The Water Corporation will be the lead agency dealing with the Swan River Trust.

3.5.3 Farmers

Farmers wish to improve the productivity of their land, and preferably achieve this by reducing fertiliser application. LaBC® promises to reduce fertiliser requirements by itself supplying a slow release fertiliser, but also by improving moisture and nutrient retention through the addition of clay to the otherwise sandy soil. The Water Corporation will be the lead agency dealing with farmers, and has established a Geographical Information System to help in managing the interaction with farmers.

3.5.4 Ellen Brockman Integrated Catchment Group

The Ellen Brockman Integrated Catchment Group ("EBICG") conducts catchment management and landcare type activities in the catchments of the Ellen Brook and Brockman River. The EBICG is very interested in the work of the Water Corporation, and has previously expressed concerns regarding the risk of the project contributing nutrients to the Ellen Brook. Much of the Water Corporation's research is to evaluate this risk. Both the EMRC and the Water Corporation will work with the EBICG.

3.6 Project Team

The Project Team is proposed to be:

Project Sponsor: Executive Manager, Waste Management Services

Blending Operation: Operations Manager

EBICG liaison: Manager Environmental Services

3.7 Risk Assessment

	Risk	Likelihood	Consequence	Mitigation Strategy	Responsibility
1	LaBC® does not meet requirements for land application	Medium	High	Test LAB prior to shipment to site Test clay prior to blending Quality control on blending with clay	Water Corporation Operations Manager Operations Manager
2	Non-compliant LAB delivered	Medium	Medium	Agreement enables EMRC to direct Water Corporation to remove non-compliant LAB	Water Corporation
3	Site too wet to accept or blend material	Low	Medium	Maintain all internal roads and hardstands Check all drainage before wet weather starts	Operations Manager Operations Manager
4	Environmental impact from blending	Low	Low	Ensure drainage from site is contained Ensure trucks delivering LAB are watertight	Operations Manager Water Corporation
5	Plant breaks down	Medium	Low	Regular plant maintenance Blend with loaders where necessary	Operations Manager Operations Manager

3.8 Project Schedule

	Task	Start	Finish	Responsibility
1.	Prepare Project Plan for endorsement	Dec 09	Feb 10	Executive Manager, Waste Management Services
2.	Establish site	Feb 10	Mar 10	Operations Manager
3.	Purchase blending plant	Feb 10	Mar 10	Operations Manager
4.	Prepare work procedures	Feb 10	Mar 10	Operations Manager, Manager Engineering
5.	Commence blending	Apr 10		Operations Manager

3.9 Reporting & Communication

The EMRC will work in close liaison with the Water Corporation. The Water Corporation will provide the EMRC at least one working day notice of when a shipment of LAB is expected, and the EMRC will notify the Water Corporation when a batch of LaBC® has been prepared.

The EMRC and Water Corporation commit to share, subject to privacy considerations, data in relation to the LAB, production of LaBC® and application of LaBC® to land.

3.10 Budget:

Detailed in section 4.2.1 below.

4 Project Plan

4.1 Definition of New Project or Service

The New Service is for the EMRC to blend lime amended biosolids (LAB) with clay to produce Lime amended BioClay® (LaBC®). The LaBC® will be removed by the Water Corporation and distributed to farmers in the Ellen Brook catchment, where the LaBC® will be applied to farmland.

The EMRC activities will encompass:

1. Weighing all LAB entering the site.
2. Supplying clay in accordance with the requirements of the specification for clay as contained in the EMRC/Water Corporation agreement.
3. Establishing and maintaining a hardstand for the receival and blending of LaBC®.
4. Supplying all labour, mobile plant and equipment to blend LaBC®.
5. Loading Water Corporation supplied trucks with LaBC®.
6. Weighing all LaBC® leaving the site.
7. Assisting in liaison with farmers and Ellen Brockman Integrated Catchment Group.

The Water Corporation will supply blending plant, LAB, and all transportation to and from the site. The blending plant may be used by the EMRC when it is not required for the LaBC® blending.

The resources required to be supplied by the EMRC are a loader and operator. Since the loader will not be required full-time, it is proposed to be shared with other projects on site. A new loader is not expected to be required in the short term, however this may be reviewed as the project develops.

4.2 Expected costs and benefits for the Participants

4.2.1 Costs

The Water Corporation will pay an agreed rate per tonne on every tonne of LaBC® that leaves the site. The rate will be struck at a level that recovers the costs of the service. Once the project has become fully established, the EMRC will review its rates to incorporate a profit from the blending.

A preliminary annualised budget has been developed based on:

- 30 tonnes of LAB per day, 5 days per week
- Blending conducted weekly for two hours
- Clay supplied at a rate of 2 tonnes of clay for every tonne of LAB

IE code	Description	Budget
PB	Advertising Expenses	$0.00
KA	Catering/Food/Beverage Expenses	$100.00
JF	Consulting Fee Expenses	$0.00
JG	Contract Labour Expenses	$5,000.00
JH	Contract Material and Labour Expenses	$0.00
SB	Cost Allocations - Corporate Services	$1,000.00
SF	Cost Allocations - Plant	$47,385.00
SH	Cost Allocations - Risk Management	$1,000.00
SJ	Cost Allocations - Salary On Costs	$6,071.00
SZ	Cost Allocations - Within Business Unit	$0.00
QA	Depreciation Expense - General	$0.00
JI	External Equipment Hire Expenses	$500.00
JJ	External Plant Hire Expenses	$5,000.00
IA	Fringe Benefits Tax Expenses	$0.00
MA	Fuel Expenses - Distillate	$5,000.00
KC	Material Expenses - General	$7,800.00
KD	Material Expenses - Protective Clothing	$500.00
KG	Minor Equip Purchased not Capitalised (Under $300)	$500.00
PZ	Other Expenses	$0.00
KH	Printing Expenses	$500.00
GC	Salary Employer Superannuation Expenses	$2,731.95
GA	Salary Expenses	$30,355.00
KK	Stationery Expenses	$0.00
LD	Telephone Expenses - Mobile	$0.00
PT	Training Course Fee Expenses	$1,000.00
IB	Workers Compensation Premium Expenses	$1,000.00
	Total	**$115,442.95**

4.2.2 Benefits

The benefits to the EMRC, and the Region in general, as a result of the project to blend LaBC® include:

- Market for surplus clay at Red Hill, and potentially also mulch and compost.
- Provision of blending plant at Red Hill to produce clay/compost (and other) blends.
- Extension of income generating activities at Red Hill.
- Production of slow release fertiliser to improve productivity of farms in the north-western part of the City of Swan.
- Reduction in nutrient loading of the Swan River.

4.3 Project Participant contributions

No contribution is required from member Councils.

The Water Corporation will pay on the basis of tonnes treated. The rate has been calculated to cover the cost of the blending in the initial years of the project, and will increase to include profit as the project becomes established. The initial rate is $15.00 per tonne of LAB received.

The Water Corporation will also contribute the blending plant to the project, and the EMRC will pay the Water Corporation for use of the blending plant when it is not used for the LaBC® project.

4.4 Manner of payment of Project Participant contributions

The Water Corporation will pay the EMRC for the blending on the basis of weighbridge dockets of LAB received. The EMRC will pay the Water Corporation for the non-LaBC® use of the blending plant on the basis of hours (or days) used.

4.5 Project Participant entitlement and liability in the event that the New Project or Service is wound up

In the event that the project is wound up, the Water Corporation will remove the blending plant, LAB and LaBC® from site at its cost. No other entitlements or liabilities will accrue any of the parties.

4.6 The manner of payment of entitlement and liability referred to in paragraph 4.5

Not applicable

4.7 Procedure for Project Participant to withdraw from the New Project or Service

Where a Project Participant wishes to withdraw from the Service, the Participant wishing to withdraw from the Service must provide 12 months written notice of its intent to withdraw and the reasons for its withdrawal.

It is expected that all Project Participants will attempt to resolve any problems with the Service or the Project Plan through mediation prior to deciding to withdraw from the Service.

4.8 Entitlement or liability of a withdrawing Project Participant

In the event that a Project Participant withdraws from the project, the project will be wound up and entitlements or liabilities be allocated as provided for in paragraph 4.5.

4.9 The manner of payment of entitlement and liability referred to in paragraph 4.8

Not applicable.

4.10 The amount of interest payable where contributions are not made on the due date for payment

The interest payable on overdue contributions will be the same as that established by Council for overdue payments on disposal charges at the Red Hill Waste Management Facility. There is currently no interest charged on overdue payments.

4.11 The entitlement of a Participant which is not a Project Participant to join the New Project or Service

Not applicable – the only potential supplier of LAB is the Water Corporation.

THIS SALE AGREEMENT is made the day of 2010

BETWEEN:

EASTERN METROPOLITAN REGIONAL COUNCIL of 226 Great Eastern Highway, Belmont, Western Australia 6104 ("the EMRC") and

THE WATER CORPORATION of 629 Newcastle Street, Leederville, Western Australia 6007 ("the Water Corporation")

WHEREAS:

A. The Water Corporation has set up a programme for the production of Lime amended BioClay® ("LaBC®") for land application by blending Lime amended Biosolids ("LAB") with clay. The blending is conducted at the Red Hill Waste Management Facility in the State of Western Australia ("Red Hill") using clay surplus to the EMRC's needs.

B. The parties now desire to set out the current terms upon which the Water Corporation will supply LAB and remove LaBC®, and the EMRC will supply clay and blend LAB and clay.

NOW THIS AGREEMENT WITNESSES

1. During the currency of this Agreement, the EMRC agrees to receive between 7,500 and 10,000 tonnes of LAB delivered by the Water Corporation or its agents in any year of the term of this Agreement, subject entirely to the LAB conforming to the specification attached hereto and forming part of this Agreement and entitled "Lime Amended Biosolids Specification" and any variation to that specification agreed in writing between the parties.

2 The EMRC agrees to provide clay for blending with LAB conforming to the specification attached hereto and forming part of this Agreement and entitled "Clay Specification" and any variation to that specification agreed in writing between the parties.

3. The EMRC agrees to blend all LAB received with clay in the proportion of 1.6 parts clay to 1 part LAB by volume to produce LaBC®, subject to changes in the proportions as agreed in writing between the parties.

3.1 The blending is to be undertaken within one week of receiving LAB using methods agreed between the Water Corporation and the EMRC.

3.2 The Water Corporation and the EMRC will work together in good faith to continually improve the blending operations, and subject to restrictions under the Privacy Act, will share all data gathered in relation to the LAB, laboratory analyses of clay, LAB and any other components used to make LABC®, production of LaBC® and application of LaBC® to land.

3.3 The EMRC will supply all site works, mobile plant and labour for the blending operations.

3.4 The Water Corporation will provide a trommel at its cost for blending clay and LAB to produce LaBC® at the Red Hill site. EMRC may use this facility for its blending activities by agreement.

3.5 The Water Corporation will have access to Red Hill on any week day when Red Hill is open subject to 24 hours notice being provided to the EMRC of the intent to access Red Hill. The notice requirement is waived where the Water Corporation is requested to attend Red Hill by the EMRC.

4. The Water Corporation agrees to remove all LaBC® and non-compliant LAB from Red Hill.

4.1 All LaBC® will be removed within two weeks of blending.

4.2 All non-compliant LAB will be removed within 24 hours of the EMRC requesting its removal.

4.3 The Water Corporation will pay the EMRC $15.00 per tonne of LAB received at Red Hill.

5. The trading terms as between the EMRC and the Water Corporation with respect of supplies of LAB by the Water Corporation to the EMRC and LaBC® by the EMRC to the Water Corporation during the currency of this Sale Agreement shall be as follows:

5.1 The Water Corporation is to supply LAB to Red Hill by watertight trucks. The LAB is to be unloaded in an area nominated by the EMRC for LAB receivals.

5.2 All LAB supplied is to comply with the Lime Amended Biosolids Specification, and in the event of non-compliance, the EMRC is to refer the non-compliance to the Water Corporation and is not obliged to accept delivery which does not comply with the specification. The Water Corporation may be requested by the EMRC to remove any non-compliant LAB that has been unloaded at Red Hill.

5.3 The LAB receival area will be generally accessible in all weather.

5.4 The EMRC is to supply LaBC® to Water Corporation at Red Hill by loading the LaBC® on to trucks which will be sent to Red Hill by Water Corporation to collect the LaBC®.

5.5 From time to time the EMRC will advise the Water Corporation of the dates and times the LaBC® is available for collection.

5.6 Payment is to be made by the Water Corporation to the EMRC within 30 days of loading on board the trucks.

5.7 The Water Corporation must send trucks for the removal of LaBC® to Red Hill in a timely fashion so as to avoid any delays to the EMRC, and the EMRC must be ready to supply the LaBC® on or about the times and dates advised under Clause 5.5 above, so as to avoid any delays to the loading and departure of the trucks. The EMRC will pay by way of liquidated damages the sum of $100.00 per hour for any truck wait time beyond half an hour caused by the EMRC.

5.8 The EMRC reserves the right to exclude entry to any cartage contractors or others not adhering to site regulations.

6. The duration of this Agreement shall be for the initial period of 16 months commencing on 1 March 2010 and ending on 30 June 2011, unless earlier terminated in accordance with clause 8. Six months prior to the termination of the Agreement the parties undertake in good faith to enter into negotiations to agree a further extension for five years on terms and conditions agreeable to both parties.

7. Without prejudice to any other right or remedy it may have, whether under this Agreement, under statute or otherwise, either the Water Corporation or the EMRC may terminate this Agreement by written notice to the other party if the other party breaches any material obligation of that party under this Agreement and:

7.1 The breach is not capable of being remedied; or

7.2 The breach is capable of being remedied and the defaulting party fails to remedy the breach to the non-defaulting party's satisfaction within 14 days after notice in writing has been given to the defaulting party requiring such breach to be remedied

Disputes

8. In the event of any dispute arising out of this Agreement, the parties agree to confer in good faith in order to attempt to resolve the dispute by negotiation. In the event that the dispute is not resolved in 30 days after notice of the dispute shall first have been given from one party to the other, either party may refer the dispute to arbitration by a single arbitrator to be agreed upon but in default of an agreement, to be appointed by the Chairman for the time being of the WA Chapter of the Institute of Arbitrators and Mediators Australia (IAMA).

Signed for and on behalf of)
the Eastern Metropolitan)
Regional Council)
)

_____
Chief Executive Officer
Peter B. Schneider:

Signed for and on behalf of)
the Water Corporation)
)
)

_____
General Manager Water Technologies
Keith Cadee

Lime Amended Biosolids Specification

Clay Specification

9.3 "DISCOVER RECOVERY" REUSE CENTRE PARTNERSHIP PROJECT PLAN

REFERENCE: COMMITTEES-10433

PURPOSE OF REPORT

The purpose of the report is to seek Council approval of the Project Plan for the "Discover-Recovery" Reuse Centre Partnership.

KEY ISSUES AND RECOMMENDATION(S)

- As part of the Strategic Waste Management Plan adopted by Council in December 2008, Council considered the establishment of a tip shop / reuse centre
- Eastern Region Employment and Community Services Inc. approached the EMRC to enter into a Reuse Centre (Tip Shop) partnership.
- The Reuse Centre will create training and work experience opportunities in Perth's Eastern Region whilst creating avenues for the recovery of unwanted goods.
- The recovery and sale of unwanted goods from the waste stream will reduce landfill airspace consumption, benefitting the EMRC and its member Councils.
- EMRC's financial support will end in 2012 when the Reuse Centre is expected to be self sufficient.

Recommendation(s)

That:

1. Council endorse the Project Plan for the "Discover-Recovery" Reuse Centre Partnership.
2. Council, by an absolute majority in accordance with s.6.8 of the *Local Government Act* 1995, agree to incur expenditure of $20,700 during 2009/2010 to be funded from operating surpluses.
3. The Chief Executive Officer be authorised to negotiate an agreement with Eastern Region Employment and Community Services Inc. for the establishment of the "Discover-Recovery" Reuse Centre.

SOURCE OF REPORT

Director: Waste Services
Strategic Waste Management Officer

BACKGROUND

At the December 2008 meeting, Council resolved that:

"1. COUNCIL ENDORSE THE DRAFT STRATEGIC WASTE MANAGEMENT PLAN

2. THE ENDORSED STRATEGIC WASTE MANAGEMENT PLAN BE SUBMITTED TO EACH MEMBER COUNCIL FOR APPROVAL, WITH NOTIFICATION OF APPROVAL TO BE RECEIVED BY THE END OF FEBRUARY 2009."

Each member Council has since endorsed the Strategic Waste Management Plan (SWMP).

One of the actions in the SWMP (Activity B26) is to establish a reuse centre (generally referred to as a Tip Shop) where goods recovered from transfer stations and / or landfill can be cleaned, fixed if necessary, and sold or reused.

Item 9.3 continued

In September 2009 the EMRC was approached by Eastern Region Employment and Community Services Inc. ("ERECS") to enter into a partnership to establish a reuse centre in Perth's Eastern Region. ERECS is a non-profit organisation with strong community involvement. Their goal is to use the reuse centre as a vehicle to create training and work experience opportunities in Perth's Eastern Region whilst creating avenues for the recovery of unwanted goods.

REPORT

ERECS engaged the services of a consultant to conduct an overall project development feasibility study and prepare a business plan for this project. This work indicated that the project could be viable and a recommendation made to proceed with the project

The project is at core a social enterprise project operating as an intermediate labour market, creating training and work experience opportunities, employment, and community education activities centred on resource recovery. The project will benefit those directly participating through training, work experience and employment, and other socio-economically disadvantaged people who will benefit from the services and products generated by the project.

The project will deliver pre-employment and vocational training opportunities, an industry placement program and career pathway, a Regional Reuse Centre servicing Perth's Eastern Region, Green skills training and education programs.

The project will deliver services to a number of 'customers' including disadvantaged job seekers – including those with mental health issues and disabilities, indigenous job seekers, other job seekers (particularly those out of work for more than 12 months), employees, trainees and students wishing to obtain green skills.

The sale of usable unwanted goods back into the community will also stimulate the Perth's Eastern Region economy whilst saving airspace at the Red Hill Waste Management Facility by diverting reusable waste before being landfilled.

The benefits of this project are reduced cost of waste management across Perth's Eastern Region, reduced landfill airspace consumption, regional economic development and the development of a waste management qualification into the waste management sector.

It is proposed that the EMRC assist ERECS in establishing the Regional Reuse Centre. The assistance will mainly be focussed on the EMRC:

1. Providing assistance equivalent to the lease payment for the reuse centre;
2. Providing three recovery end sorting sheds for placement at the transfer stations at Red Hill WasteManagement Facility, Coppin Road (Mundaring) and Mathieson Road (Chidlow); and
3. Printing and advertising expenses.

ERECS will operate the reuse centre, with the relationship between the EMRC and ERECS to be set out in an agreement to be negotiated by the Chief Executive Officer. Given the timing and the time required by planning applications, it is not proposed to establish a reuse centre at the EMRC's site in Hazelmere in the short term.

It is anticipated that financial assistance will come to an end in 2011/2012. By then, the reuse centre/s should be self sustaining.

Item 9.3 continued

STRATEGIC/POLICY IMPLICATIONS

The recovery and sale of reusable goods recovered from the waste stream will assist Key Result Areas of the EMRC Strategic Plan for the Future, Objective 1.3: To improve resource recovery and recycling solutions in partnership with member Councils and Objective 3.2: To contribute towards the development of regional education and training opportunities and Objective 3.3: To facilitate regional economic development activities.

FINANCIAL IMPLICATIONS

The estimated EMRC expenditure is as follows:

2009/2010	2010/2011	2011/2012
$20,700	$72,412	$70,755

The majority of the expenditure and all income will reside with ERECS.

SUSTAINABILITY IMPLICATIONS

It is anticipated that the project will break even within 12 months. The income generated from the sale of goods is expected to cover expenditure. The EMRC will continue supporting this project financially until 2012. This will enable ERECS to establish a steady income from where the project can grow and expand with the establishment of other reuse centres.

MEMBER COUNCIL IMPLICATIONS

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

ATTACHMENT(S)

1. Project Plan "Discover Recovery" Reuse Centre Partnership 15 January 2010 (Ref: Committees-10479)
2. Tip Shop and WTS Resource Recovery Project Budget – Jobs Australia Midland and EMRC (Ref: Committees-10480)

VOTING REQUIREMENT

Absolute Majority

Item 9.3 continued

RECOMMENDATION(S)

That:

1. Council endorse the Project Plan for the "Discover-Recovery" Reuse Centre Partnership.
2. Council, by an absolute majority in accordance with s.6.8 of the *Local Government Act* 1995, agree to incur expenditure of $20,700 during 2009/2010 to be funded from operating surpluses.
3. The Chief Executive Officer be authorised to negotiate an agreement with Eastern Region Employment and Community Services Inc. for the establishment of the "Discover-Recovery" Reuse Centre.

TAC RECOMMENDATION(S)

MOVED MR PEARSON SECONDED MR LUTEY

That:

1. Council endorse the Project Plan for the "Discover-Recovery" Reuse Centre Partnership.
2. Council, by an absolute majority in accordance with s.6.8 of the *Local Government Act* 1995, agree to incur expenditure of $20,700 during 2009/2010 to be funded from operating surpluses.
3. The Chief Executive Officer be authorised to negotiate an agreement with Eastern Region Employment and Community Services Inc. for the establishment of the "Discover-Recovery" Reuse Centre.

CARRIED UNANIMOUSLY

COUNCIL RESOLUTION(S)

MOVED CR POWELL SECONDED CR PIANTADOSI

THAT:

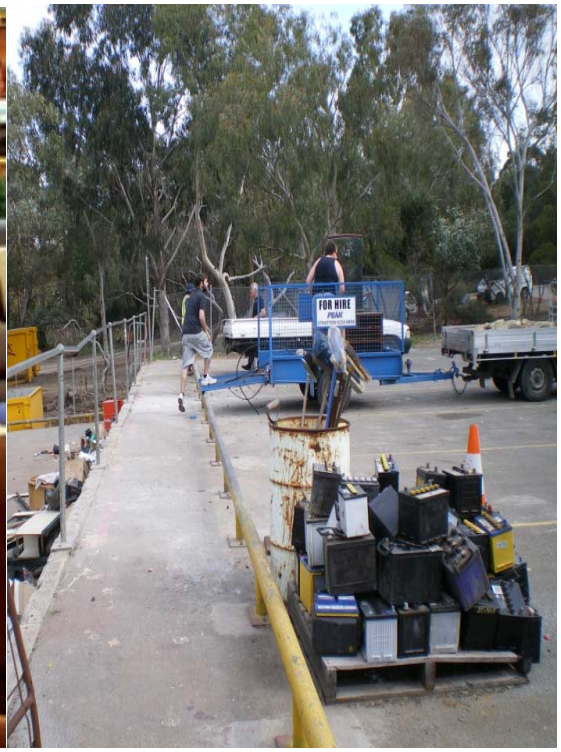
1. COUNCIL ENDORSE THE PROJECT PLAN FOR THE "DISCOVER-RECOVERY" REUSE CENTRE PARTNERSHIP.
2. COUNCIL, BY AN ABSOLUTE MAJORITY IN ACCORDANCE WITH S.6.8 OF THE *LOCAL GOVERNMENT ACT* 1995, AGREE TO INCUR EXPENDITURE OF $20,700 DURING 2009/2010 TO BE FUNDED FROM OPERATING SURPLUSES.
3. THE CHIEF EXECUTIVE OFFICER BE AUTHORISED TO NEGOTIATE AN AGREEMENT WITH EASTERN REGION EMPLOYMENT AND COMMUNITY SERVICES INC. FOR THE ESTABLISHMENT OF THE "DISCOVER-RECOVERY" REUSE CENTRE.

CARRIED UNANIMOUSLY

EMRC

Protecting Perth's Eastern Region

"Discover Recovery" Reuse Centre Partnership



Project Plan

TEL (08) 9424 2222 FAX (08) 9277 7598 EMAIL mail@emrc.org.au WEB www.emrc.org.au

1 Introduction

As part of the Strategic Waste Management Plan adopted by Council in December 2008, Council considered the establishment of a tip shop / reuse centre. Activity B26 contemplated the development of a reuse through the six steps of:

- Develop concept plan for reuse centre
- Scope out reuse centre based on concept plan
- Define potential liabilities and mitigation measures
- Develop business plan
- Obtain approvals
- Develop reuse centre

The overall budget allocated for this activity was $234,000.

The EMRC has since been approached by Eastern Region Employment and Community Services Inc. ("ERECS"), in relation to potential joint projects, and specifically a joint project in the development of a tip shop / reuse centre. ERECS is particularly interested in the opportunities presented by a tip shop and small repair centre to provide jobs skills and training. This approach aligns well with the EMRC's regional development aspirations, seeking to build jobs for local people.

The joint project with ERECS shifts many of the risks from the EMRC, as ERECS would operate the tip shop with materials supplied from EMRC operated transfer stations. It also opens opportunities for Jobs Fund funding; ERECS applied for a substantial Jobs Fund grant late in 2009 for a tip shop project. The EMRC and City of Swan provided written support for the ERECS application.

2 Project Evaluation

An evaluation of the project in accordance with the EMRC Project Plan template has been completed. This template ensures that key factors have been considered in the project planning process.

2.1 Project Title

"Discover Recovery" Tip Shop Partnership

2.2 Background

Refer to details in section 1 above.

2.3 Project Objectives

2.3.1 Goal

To establish a self-sustaining network of reuse centres across Perth's Eastern Region, providing avenues for the reuse of unwanted goods and opportunities to develop skills amongst the local unemployed.

2.3.2 Benefits

1. Reduced costs of waste management across Perth's Eastern Region.
2. Reduced landfill airspace consumption.
3. Regional economic benefit from adding value to waste materials rather than destroying them, and creating jobs.
4. Introduction of a waste management qualification into the waste management sector.

2.3.3 Key deliverables

The deliverables are twofold.

The project will lead to infrastructure at EMRC operated waste transfer stations (Mundaring, Chidlow, Walliston and Red Hill) for the recovery and sorting of materials from the waste stream for subsequent sale.

The project will also lead to a network of self-sustaining reuse centres across Perth's Eastern Region where residents and businesses can purchase recovered materials at a discounted price.

2.3.4 Key Performance Indicators

1. Reuse centre breaks even within 12 months operation
2. Reduction in Red Hill landfill airspace consumption
3. Annual increases in the weight of waste reused.
4. Skills developed for unemployed in Perth's Eastern Region.

2.4 Project Scope

Refer detailed in section 3.1 below.

2.5 Stakeholder Management

Key stakeholders in the project are the six member Councils (Town of Bassendean, City of Bayswater, City of Belmont, Shire of Kalamunda, City of Swan, Shire of Mundaring), Eastern Region Employment and Community Services Inc. (ERECS) and potential customers of the facility.

2.5.1 Member Councils

The resource recovery operation and reused centre is being run with the support of six member Councils. The operations will source waste from member Council transfer stations, and may also obtain waste from member Council vergeside bulky waste collections.

At a minimum, progress on Discover Recovery Project will be reported every six months at the TAC through the Information Bulletin.

2.5.2 Eastern Region Employment and Community Service Inc. (ERECS)

ERECS is a key project partner. ERECS, trading as Jobs Australia Midland is a key provider of employment related services in the Region, and was a highly successful Job Network Provider. ERECS is also a Registered Training Organisation, and utilises its training capabilities to develop skills in job seekers such that they can enter (or re-enter) the workforce. ERECS is the proposed operator of the reuse shop. The EMRC and ERECS will form a project team to manage the project as detailed in section 2.6. The project team will meet at least monthly in the initial stages of the project, reducing as the project becomes better established.

2.5.3 Potential customers

Most reusable resource supply will come direct from residents, SMEs, trades and commercial businesses and they need to be made aware of how to recover and dispose reusable waste to resource recovery infrastructure in Perth's Eastern Region. This will require promotion of the transfer station resource recovery operation and the reuse centre services.

2.6 Project Team

The project team will consist of key EMRC and ERECS staff. EMRC staff will be the Director Waste Services, Manager Waste Management and Strategic Waste Management Officer. ERECS staff will be the Chief Executive Officer and Manager.

2.7 Risk Assessment

	Risk	Likelihood	Consequence	Mitigation Strategy	Responsibility
1	Lack of funds for project	Low	Medium	- Seek EMRC internal funding - Seek additional sources of funding - Cease or delay the project initiative until funds available	- Director Waste Services - ERECS CEO - EMRC Regional Development Team - Project Team
2	Project does not become self-sustaining after 12 months	Medium	Medium	- Conduct project feasibility study prior to project commencement - Conduct monthly review of business performance	- Project Team - Project Team
3	ERECS withdraws from project	Low	Low	- Maintain partnership approach to risks and benefits - EMRC / ERECS agreement	- Director Waste Services - Director Waste Services
4	Market/industry saturated	Low	Medium	- Reposition reuse shops in market - Analyse competition and public behaviour change annually	- Project Team - Project Team
5	Lack of public interest of resource recovery	Low	Medium	- Promote services through Waste and Recycle Guide - Promote services through newspapers - Analyse competition and public behaviour change annually - Conduct customer service improvement survey quarterly - Maintain competitive retail pricing	- Director Waste Services - Director Waste Services - Project Team - Project Team - ERECS CEO

6	High turnover of staff and inability to retain good staff	Medium	Low	- Ensure strong skills development for all members of project - Provide career path for staff - Conduct work environment satisfaction review quarterly	- ERECS CEO - ERECS CEO - ERECS CEO

2.8 Project Schedule

	Task	Start	Finish	Responsibility
1.	Prepare Project Plan and budget for endorsement	Dec 09	Feb 10	Director Waste Services
2.	Purchase and install of shed on waste transfer station sites	Mar 10	Mar 10	Director Waste Services
3.	Hire staff and staff training	Mar 10	Apr 10	ERECS CEO
4.	Prepare work procedures	Mar 10	Apr 10	Manager Waste Management, Strategic Waste Management Officer and ERECS Manager
5.	Recovery Discover Centre facilities, utilities and infrastructure setup	Mar 10	Mar 10	ERECS Manager
6.	Commence waste transfer station resource recovery and Reused Centre operation	Apr 10	June11	Project Team

2.9 Reporting & Communication

Upon commencement of the resource recovery operations at the transfer station and reuse centre, the new services will be advertised in all local papers. This will be accompanied by a media release promoting the new service. The services will be reinforced by inclusion in the R-gang website, inclusion in regular EMRC and member Council columns in local papers, and periodic follow-up advertising.

Reporting to member Councils will be by six monthly reporting at the Technical Advisory Committee through the Information Bulletin.

2.10 Project Budget:

Refer detailed in section 3.2.1 below.

3 Project Plan

3.1 Definition of New Project or Service

The Discover Recovery Project will encompass:

1. Providing staff and infrastructure at EMRC operated transfer stations to recover reusable materials for sale at a reuse centre
2. Potentially recovering reusable materials from member Council vergeside collection of bulky waste
3. Repairing reusable materials as appropriate
4. Providing a reuse shop / tip shop initially at a site in Midland, potentially to be relocated or duplicated at the Hazelmere Resource Recovery Park
5. Sourcing and obtaining grants for the enhanced provision of the resource recovery service.
6. Collecting data on waste reuse in the Region.
7. Advocacy for State-Government funding support of resource recovery initiatives.
8. Establishing, maintaining and promoting community awareness and education programme in relation to resource recovery.
9. Providing job employment opportunities and skills development for job seekers in the Region.

The capital investment required for the Discover Recovery Project will be largely provided by ERECS, potentially funded by a Jobs Fund grant. The anticipated plant and equipment is a crew cab flat tray truck, a forklift, three sheds to accept and sort waste at the three transfer stations and warehousing and repair infrastructure at the reuse centre / tip shop. The sheds at the transfer stations will be funded by the EMRC.

The Discover Recovery Project will be staffed by eight resource recovery operators, three resource recovery Leaders, two trainers, one project manager, one Shop Coordinator and one Social Enterprise Coordinator. All staff will be employed and funded by ERECS.

3.2 Expected costs and benefits for the Participants

3.2.1 Costs

A 2 year project development budget for the EMRC's costs has been prepared based on:

- Funding support equivalent to the lease payments for the reuse centre facilities.
- Installation of three operating sheds (Mundaring, Chidlow and Red Hill).
- Advertising of the resource recovery activities for 2 years.

IE code	Description	Year one budget	Two year project budget
PB	Advertising Expenses	$0	$30,002
JO	Operating Lease expenses	$13,200	$105,600
JF	Consulting Fee Expenses	$3,000	$2,500
3B	Capital Purchases	$4,500	$0
KH	Printing Expenses	$0	$5,065
	Total	**$20,700**	**$143,167**

3.2.2 Benefits

The benefits to the EMRC, and the Region in general, as a result of providing Discover Recovery Project include:

- Reduced waste disposal costs. The Discover Recovery Project will be operated with the goal of diverting approximately 1,200 tonnes of waste from Red Hill annually. At the current member Council gate fee, the cost of disposing this waste to landfill would be $99,600 per year. With the diversion activities, this cost would not be incurred.
- Improved waste reuse habits across the Region, where reusable wastes are diverted from waste transfer stations and vergeside collections for reuse rather than landfill.
- Better access to reused materials, goods, and products in the Region for the community, residents, trades and commercial businesses.
- Improved opportunities for grant funding in the field of waste reuse, and advocacy for measures to improve waste diversion from landfill.
- Job creation and development of skills for job seekers.
- Introduction of a waste qualification into the waste management sector.

3.3 Project Participant contributions

No direct contribution is required from member Councils.

The EMRC will provide:

- Funding equivalent to the lease payments for the reuse centre facilities.
- Installation of three operating sheds (Mundaring, Chidlow and Red Hill).
- Advertising of the resource recovery activities for three years

3.4 Manner of payment of Project Participant contributions

The EMRC contribution of capital items will be funded through EMRC Reserves. Operating costs will be funded through operating surpluses.

3.5 Project Participant entitlement and liability in the event that the New Project or Service is wound up

In the event that the Discover Recovery project is wound up, the EMRC will retain the operating sheds and the liability for lease payments until the end of the lease period. The EMRC will also be liable for the disposal of any unsold materials remaining at the reuse centre after a closing down sale. Liabilities incurred by ERECS will be covered by income from the closing down sale at the reuse centre, and any income in excess of the ERECS liabilities will be used to offset EMRC liabilities.

3.6 The manner of payment of entitlement and liability referred to in paragraph 3.5

The liability is to be paid on invoices.

3.7 Procedure for Project Participant to withdraw from the New Project or Service

Where a Project Participant wishes to withdraw from the Project, the Participant wishing to withdraw from the Project must provide 12 months written notice of its intent to withdraw and the reasons for its withdrawal.

It is expected that all Project Participants will attempt to resolve any problems with the Project or the Project Plan through mediation prior to deciding to withdraw from the Project.

3.8 Entitlement or liability of a withdrawing Project Participant

As detailed in section 3.5.

3.9 The manner of payment of entitlement and liability referred to in paragraph 0

As detailed in section 3.6

3.10 The amount of interest payable where contributions are not made on the due date for payment

Not applicable

3.11 The entitlement of a Participant which is not a Project Participant to join the New Project or Service

Not applicable – the EMRC will work in partnership with ERECS.

Tip shop and WTS Resource Recovery Project Budget - (JA Midland and EMRC)

			Fiscal Yr 09/10 (1/7/09 ~ 30/6/10) Project start in April/2010		Fiscal Yr 10/11 (1/7/10 ~ 30/6/11) Project ended 30/4/2011		Fiscal Yr 11/12 (1/7/11 ~30/6/12) Project extended 30/6/12	
	IE code	item description	JA Midland	EMRC	JA Midland	EMRC	JA Midland	EMRC
*	GA	Salary Expenses	$126,565.98	$0.00	$645,110.40	$0.00	$664,515.50	$0.00
*	SJ	Cost allocation - Salary on Cost	$25,313.20	$0.00	$129,022.08	$0.00	$132,903.10	$0.00
*	GC	Salary Employer Superannuation Expanses	$10,310.46	$0.00	$53,608.76	$0.00	$55,221.08	$0.00
	KE	Material expenses - tyre	$0.00	$0.00	$3,400.00	$0.00	$3,502.00	$0.00
	PZ	Others expenses	$2,097.50	$0.00	$3,800.00	$0.00	$3,914.00	$0.00
	MB	Fuel expenses-unleaded	$10,080.00	$0.00	$43,680.00	$0.00	$43,680.00	$0.00
	JO	Operating lease expenses	$4,400.00	$13,200.00	$0.00	$52,800.00	$0.00	$52,800.00
	KD	Material Expenses-Protective Clothing	$5,534.72	$0.00	$8,102.97	$0.00	$8,346.06	$0.00
	KB	Computer and printer consumable expenses	$3,000.00	$0.00	$12,360.00	$0.00	$12,730.80	$0.00
	KC	Material Expense- General	$282.60	$0.00	$0.00	$0.00	$0.00	$0.00
	3B	Capital purchases	$94,951.00	$4,500.00	$515.00	$0.00	$0.00	$0.00
	LE	Water consumption & service charge expenses	$150.00	$0.00	$618.00	$0.00	$636.54	$0.00
	LA	Electricity expenses	$210.00	$0.00	$865.20	$0.00	$891.16	$0.00
	MA	Fuel expenses - distilate	$4,032.00	$0.00	$17,472.00	$0.00	$17,472.00	$0.00
	LB	Telephone expenses	$360.00	$0.00	$1,483.20	$0.00	$1,527.70	$0.00
	OB	Insurance premium expenses -general	$4,400.00	$0.00	$4,532.00	$0.00	$4,667.96	$0.00
	IB	Work compensation premium expenses	$2,360.00	$0.00	$2,987.00	$0.00	$3,076.61	$0.00
	OC	Insurance premium expenses - public& professional	$2,400.00	$0.00	$2,472.00	$0.00	$2,546.16	$0.00
	JE	Audit fee expenses	$3,000.00	$0.00	$3,090.00	$0.00	$3,182.70	$0.00
	JB	Annual license fee expenses - software	$900.00	$0.00	$900.00	$0.00	$900.00	$0.00
	SF	Cost allocation - Plant	$43,852.06	$0.00	$43,852.06	$0.00	$43,852.06	$0.00
	JF	Consulting expenses	$0.00	$3,000.00	$0.00	$2,500.00	$0.00	$0.00
	KH	Printing expenses	$0.00	$0.00	$0.00	$2,462.38	$0.00	$2,602.19
	PB	Advertising expenses	$0.00	$0.00	$0.00	$14,649.52	$0.00	$15,352.78
		Total estimated project budget spending:	**$344,199.52**	**$20,700.00**	**$977,870.67**	**$72,411.90**	**$1,003,565.43**	**$70,754.97**
			1st 3 mths	1st 3 mths	next 12 mths	next 12 mths	next 12 mths	next 12 mths

Note:

* Critical cost to look at Council* Mundaring and Kalamunda

9.4 HAZELMERE TIMBER RECYCLING BUSINESS PLAN

REFERENCE: COMMITTEES-10417

PURPOSE OF REPORT

To seek Council endorsement of the revised Hazelmere timber recycling five-year business plan (2010/11 2014/15).

KEY ISSUES AND RECOMMENDATIONS

- The EMRC's timber recycling project has been operating for two years.
- Over 137,000m^3 of timber waste has been diverted from landfill, representing a saving of $1.37m in landfill airspace. The project is currently profitable when landfill airspace savings are considered.
- A revised business plan has been prepared to provide more detailed business planning and financial forecasts from the original plan adopted by Council in 2006.
- Without considering the airspace savings at Red Hill, the project is expected to generate a surplus from 2011/2012.
- The financial forecasts rely on the procurement of a fixed grinding system that is expected to reduce operating costs by at least $419,000/year.

Recommendation(s)

That Council:

1. Endorse the Hazelmere timber recycling five-year business plan (2010/11-2014/15) shown as Attachment 1.
2. Endorse the procurement in 2009/2010 of a fixed grinding system for the Hazelmere timber recycling project by tender in accordance with the payment schedule outlined within this report.

SOURCE OF REPORT

Director Waste Services
Market Development Officer - Resource Recovery

BACKGROUND

At the meeting held 8 December 2005 Council resolved that:

"1. PROVIDING COMMITMENTS ARE OBTAINED FROM COMPANIES TO TAKE AWAY ANY WOOD WASTE COLLECTED, AND A DETAILED BUSINESS PLAN IDENTIFIES THE PROJECT WILL AT LEAST BREAK EVEN, THE EMRC ESTABLISH A PILOT PROGRAMME FOR WASTE COLLECTION, SORTING AND DISTRIBUTION UTILISING THE LAKES ROAD HAZELMERE SITE AS A SHORT TERM ARRANGEMENT.

2. A BUSINESS PLAN ON THE PROJECT BE SUBMITTED TO THE NEXT MEETING OF COUNCIL.

3. FURTHER INVESTIGATIONS BE UNDERTAKEN INTO RE-USE OPPORTUNITIES.

4. FURTHER INVESTIGATIONS BE UNDERTAKEN INTO THE FEASIBILITY OF EXTENDING THE WOOD WASTE COLLECTION PROGRAMME TO OTHER INDUSTRIES AND OTHER AREAS WITHIN THE EASTERN METROPOLITAN REGION.

5. $10,000 BE MADE AVAILABLE FROM THE FUTURE DEVELOPMENT RESERVE TO FUND FURTHER INVESTIGATIONS AND THE SUBMISSION OF APPLICATIONS TO THE CITY OF SWAN FOR PLANNING APPROVAL AND THE DEPARTMENT OF ENVIRONMENT FOR A WASTE DEPOT LICENCE."

Item 9.4 continued

At the meeting held 21 September 2006 Council resolved:

"THAT THE HAZELMERE WOOD WASTE AND MATTRESS RECOVERY OPERATIONS BUSINESS PLAN BE ENDORSED."

EMRC began timber operations in November 2007.

At the meeting held 25 June 2009 Council resolved:

"THAT COUNCIL NOTES THE REMEDIAL MEASURES PROPOSED IN THE REPORT TO SET THE HAZELMERE TIMBER RECYCLING CENTRE ON COURSE TO FINANCIAL SUSTAINABILITY."

The purpose of the timber recycling project is to divert timber wastes from landfill, in particular the Red Hill landfill. The low density nature of timber means it can often cost more to manage in landfill than is earned through disposal fees.

Since commencing timber recycling operations in November 2007, the EMRC has diverted over 137,000m^3 of timber waste from landfill. With the long-term cost of landfill airspace currently estimated at \$10/m^3, this represents a saving of approximately \$1.37m. Two long-term robust markets have been established for finished product and extensive industry support has been received for the project, including being a category winner at the 2008 WA Environment Awards.

REPORT

The original business plan for the EMRC's timber recycling project was adopted by Council in 2006. Now, two years into operation, a revised business plan has been prepared from actual income and expenditure to provide more detailed business planning and financial forecasts.

The revised business plan and financial forecasts centre on the procurement of a fixed grinding system in 2010/2011 for about \$2m that is expected to reduce operating costs by at least \$419,000/year. The fixed grinding system will also increase product quality, product range and enable existing screening equipment to be redeployed to the Red Hill composting operations. Over \$60,000 is currently spent annually on the hire of screening equipment at Red Hill.

The fixed grinding system is proposed to be procured by tender awarded in 2009/2010, with the system to be installed in 2010/2011. It is expected that a 10% deposit for the system cost will be paid in 2009/2010, 80% in 2010/2011 and the remaining 10% in 2011/2012 after a 12 months defects liability period. These amounts are in the current budget and five year budget forecast respectively. Expressions of interests received during late 2009 have confirmed that the budget estimate is sufficient to procure an appropriate fixed grinding system.

In the business plan, tonnage forecasts have been prepared using data captured during the first two years of operation and an assumption of ongoing increases to landfill levies in WA. The tonnes forecast are shown in the table below:

FORECAST TONNES – TIMBER DISPOSALS					
2008/2009	**2009/2010**	**2010/2011**	**2011/2012**	**2012/2013**	**2013/2014**
6,349.58	8,000.00	10,000.00	12,500.00	15,625.00	19,531.25

Based on projected tonnage increases and the procurement of a fixed grinding system during 2010/2011, the timber recycling operation is expected to be profitable from 2011/2012 (exclusive of landfill airspace saved, but inclusive of depreciation and maintenance). This is the first full year of operation of the fixed grinding system. The past two years' actual income and expenditure is shown in the table below together with the five-year income and expenditure forecasts.

Item 9.4 continued

	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013	2013/2014	2014/2015
Total Income	$473,938	$727,001	$857,854	$1,109,666	$1,379,609	$1,717,037	$2,138,822
Total Expenditure	$1,629,067	$1,214,741	$1,119,643	$933,411	$961,339	$906,186	$992,814
Operating Profit/(Loss)	**($1,155,129)**	**($487,740)**	**($261,789)**	**$176,254**	**$418,269**	**$756,850**	**$1,146,008**

The long-term benefits of the timber recycling project have remained the same as when the project was commenced: resource recovery, diverting low density waste from the Red Hill landfill, reducing EMRC's carbon footprint, generating additional income, and providing leadership in waste management practices.

STRATEGIC/POLICY IMPLICATIONS

The wood waste processing project at the Hazelmere Recycling Centre addresses the following objectives of the EMRC's Strategic Plan for the Future:

1.1 To provide sustainable waste disposal operations
- 1.1.1 Develop waste diversion programmes
- 1.1.4 Develop Hazelmere Resource Recovery Park

1.3 To provide resource recovery and recycling solutions in partnership with member Councils
- 1.3.1 Develop resource recovery products
- 1.3.2 Establish Resource Recovery Facility

1.4 To investigate leading edge waste management practices
- 1.4.3 Provide leadership in the development of waste policy and practices

FINANCIAL IMPLICATIONS

As contained in Attachment 1.

SUSTAINABILITY IMPLICATIONS

Re-use of waste timber generates social, environmental and financial benefits.

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)

5-year Business Plan – Timber Recycling (Ref: Committees-10438)

Item 9.4 continued

VOTING REQUIREMENT

Absolute Majority

RECOMMENDATIONS

That Council:

1. Endorse the Hazelmere timber recycling five-year business plan (2010/11-2014/15) shown as Attachment 1.
2. Endorse the procurement in 2009/2010 of a fixed grinding system for the Hazelmere timber recycling project by tender in accordance with the payment schedule outlined within this report.

Mr Lutey voiced his concerns with the possibility of the EMRC being exposed by spending $2m on a fixed grinding system before a contract for the purchase of wood chip is in place with Laminex.

The Chief Executive Officer asked the Director Waste Services to explain the backup position if Laminex don't sign the contract or if any other problems occur. The Director Waste Services advised that the product can be sold as wood chip mulch, and would be exactly the same as for green waste, where the EMRC is active building markets.

The Chief Executive Officer explained the EMRC's dilemma where the grinder is intended to save EMRC expenditure, and so is desirable to install soon. It had been anticipated that the agreement would have been finalised prior to the February Council meeting.

The Chief Executive officer suggested amending the recommendation to say it be "subject to Laminex signing the contract".

TAC RECOMMENDATION(S)

MOVED MR LUTEY SECONDED MR SINGH

That Council:

1. Endorse the Hazelmere timber recycling five-year business plan (2010/11-2014/15) shown as Attachment 1.
2. Endorse the procurement in 2009/2010 of a fixed grinding system for the Hazelmere timber recycling project by tender in accordance with the payment schedule outlined within this report.

CARRIED UNANIMOUSLY

Cr Radford stated that it was an excellent project and asked if the new equipment would be set up in an outside area and whether it would be able to work continuously if it rained. The Director Waste Services stated that the machinery should be able to operate in all weather conditions and part of the tender specifications would be to ensure the machine could do this. It would be up to the tenderers to decide how they would accomplish this.

In response to Cr Pule's query on when the Laminex Contract was likely to be entered into the CEO advised that the EMRC had hoped to have the agreement signed in time for this report. The EMRC had received confirmation from Laminex that they were happy with the agreement but their CEO had been on leave and thus had not been able to sign the agreement before the EMRC meeting.

Item 9.4 continued

Cr Cuccaro suggested that the recommendation should be amended as a safeguard. The CEO advised that it hadn't been amended by the TAC as it was hoped that the agreement would be signed after their meeting and prior to the Council meeting.

The CEO further stated that, based on a previous Council decision, the EMRC would continue to operate the Timber Recycling Centre, regardless of the agreement being in place or not, and the grinder has an anticipated payback over 4-5years. Furthermore, the EMRC was developing subsidiary markets for woodchip produced at the Timber Recycling Centre. The grinder is intended to save the EMRC operating expenditure.

Cr Godfrey asked for officer advice on the proposed amendment. The CEO stated that the EMRC would incur increased operating costs without the equipment, and advised that the EMRC had received an email from Laminex indicating that they would be signing the agreement.

Cr Townsend suggested that a rider or addition could be added to the recommendation subject to the agreement with Laminex going ahead. The CEO advised that an amendment could be added to the recommendation to say it be "subject to Laminex signing the contract" but if Laminex did not sign the agreement and the EMRC wished to proceed with the grinder purchase, then a further Council report would be required in the future.

Cr Pule stated that he was happy to second the recommendation without amendment. Cr Godfrey that it needed to be clarified that the recommendation was being moved and Cr Cuccaro had suggested an amendment.

COUNCIL RESOLUTION(S)

MOVED CR GODFREY SECONDED CR PULE

THAT COUNCIL:

1. ENDORSE THE HAZELMERE TIMBER RECYCLING FIVE-YEAR BUSINESS PLAN (2010/11-2014/15) SHOWN AS ATTACHMENT 1.
2. ENDORSE THE PROCUREMENT IN 2009/2010 OF A FIXED GRINDING SYSTEM FOR THE HAZELMERE TIMBER RECYCLING PROJECT BY TENDER IN ACCORDANCE WITH THE PAYMENT SCHEDULE OUTLINED WITHIN THIS REPORT.
3. LISTS THE FOLLOWING RESPONDENTS TO THE EXPRESSION OF INTEREST 2009/02 FOR THE SUPPLY AND INSTALLATION OF AN OUTDOOR FIXED ELECTRIC WOOD WASTE GRINDING SYSTEM AS ACCEPTABLE TENDERERS:
   A. BRIGHTWATER ENGINEERING SOLUTIONS PTY. LTD.
   B. HAAS HOLZZERKLEINERUNGS- UND FÖRDERTECHNIK GMBH.
   C. HAMMEL CSS.
   D. VECOPLAN AG.
4. ADVISES THE RESPONDENTS TO EXPRESSION OF INTEREST 2009/02 OF THE OUTCOME OF THE ASSESSMENT.
5. BY AN ABSOLUTE MAJORITY IN ACCORDANCE WITH SECTION 6.16 OF THE LOCAL GOVERNMENT ACT 1995 SETS THE FEES FOR ECOCHIP SALES AT THE HAZELMERE TIMBER AND MATTRESS RECYCLING CENTRE AT $54.55/TONNE (EX GST).
6. GIVES LOCAL PUBLIC NOTICE OF THE ABOVE FEES, WITH THE FEES TO TAKE EFFECT 10 DAYS FROM THE DATE OF LOCAL PUBLIC NOTICE.

CARRIED 10/1

EMRC

Advancing Perth's Eastern Region

Business Plan
Hazelmere Timber Recycling

2010/11 - 2014/15

PREPARED: JANUARY 2010

TEL (08) 9424 2222 FAX (08) 9277 7598 EMAIL mail@emrc.org.au WEB www.emrc.org.au

Executive summary

In November 2007, following extensive research and business planning, the EMRC opened Western Australia's only facility dedicated to the recovery and recycling of industrial timber waste. Together with achieving many environmental, economic and social benefits, the primary intention of the timber recycling facility is to divert low density timber waste from landfill, in particular the Red Hill landfill so that airspace can be used more profitably.

Two primary products are produced at the facility – wood fines (0-12mm) and wood chips (12-50mm). Over 90% of the wood fines are purchased by WA Broiler Grower Association members and used as poultry bedding/litter. Over 90% of the wood chips are purchased by The Laminex Group to manufacture particleboard. Surplus product is sold as mulch, coloured mulch or a compost blend. Other potential markets include additional animal bedding products or energy recovery/bio-fuel.

The main sources of timber waste are received from furniture manufacturers, transporters, vehicle and equipment manufacturers, retailers and builders.

The operation and local environment has significantly changed since the original business plan was prepared in 2006. This new plan and financial forecasts builds upon experience and data captured in the first two years of operation.

Financial analysis

Whilst much of the infrastructure/capital works for the project have been completed, an electrical upgrade, installation of a weighbridge and storage option for final product will be progressed in the next two years. The electrical upgrade is necessary to operate the fixed one-pass grinding system that will be procured in 2010/2011. The fixed grinding system is expected to reduce operating costs by at least $419,000/annum.

Based on the projected tonnages and the procurement of a fixed grinding system, the timber recycling project is expected to generate a surplus from 2011/2012 (year 4 of operation). A surplus exceeding $1m is predicted by 2014/2015 (year 7 of operation). Forecasts do not include landfill airspace saved.

This surplus, accompanied with the diverse range of products and markets already established demonstrate the project is secure and will become an additional generator of income for the EMRC.

Table of contents

1 Background

The need for a timber recovery centre in Perth was first identified by the City of Swan, following a study examining the amount of timber waste generated in the Malaga business district. Findings reported that a regional timber waste recovery and reuse project might be viable. Following this study, the City of Swan approached the EMRC to undertake further research into establishing a regional timber waste recovery and reuse centre.

Ernst and Young was commissioned in early 2007 (with funding obtained from the WA Waste Management Board) to work with the EMRC to identify the quantities and types of timber waste generated in Perth and assess the viable local reuse potential. The study reported that "a regional wood waste recovery and reuse program was considered viable, based on expected volumes of reusable wood waste and the expected demand potential for that resource."

Based on the outcomes of the Ernst and Young study, the EMRC proceeded to develop a trial timber recycling centre to 'bed down' processing and to develop procedures that enabled product specifications for market outlets to be assessed and met. This built upon the experience of a pilot wood waste recovery facility established by The Laminex Group at its Welshpool Medium Density Fibreboard plant. The EMRC commenced with timber recycling operations at Hazelmere in November 2007.

Since opening, over 13,700 tonnes of timber waste has been recycled, and the facility has received extensive industry support including category winner at the 2008 WA Environment Awards.

2 Summary of operation

In November 2007, the EMRC opened Western Australia's only facility dedicated to the recovery and recycling of industrial timber waste.

The facility enables low density timber waste to be diverted from landfill, in particular the EMRC's Red Hill landfill so airspace can be used more profitably.

The facility accepts untreated and unpainted soft and hard wood timbers.

A three pass system processes industrial timber waste into a reusable wood chip that meets market specifications and removes ferrous contamination:

- Downsizing
- Grinding
- Screening

The timber recycling operation is undertaken on an outdoors hardstand area at the EMRC's recycling facility at Lakes Road, Hazelmere. The site operates with three full time staff and a Supervisor.

Two primary products are processed at the site – wood fines (0-12mm) and wood chip (12-50mm).

3 Sources of waste

3.1 Generators

The primary sources of timber waste are:

- Cabinet and furniture manufacturers
- Timber frame and pallet manufacturers
- Bulk haulage transporters
- Vehicle manufacturers and suppliers
- Equipment manufacturers and suppliers
- Residential and commercial builders
- Packaging manufacturers

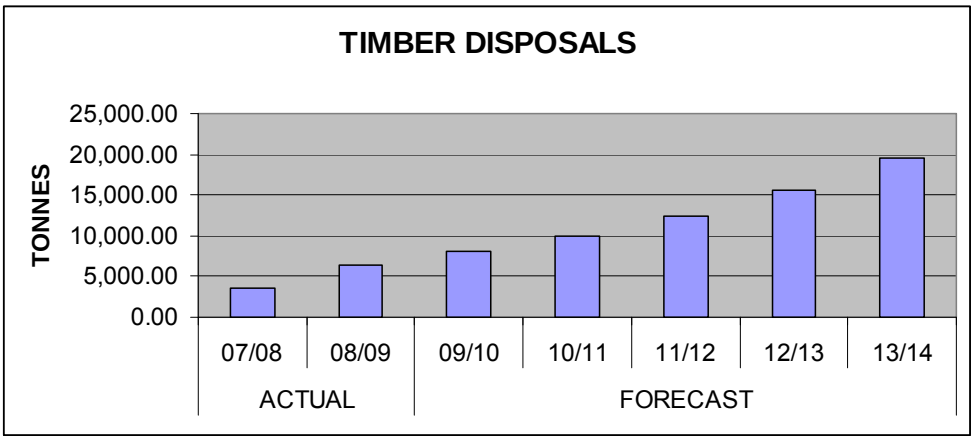
Waste collection and bin supply companies are the main source of delivery to the site, accounting for 60% of all deliveries. This often makes it difficult to obtain a true understanding of the generators.

Construction and demolition operators are also a source of timber waste; however, experience to date shows they are unable to present 'clean' timber to EMRC. The procurement of a fixed grinding system may allow the EMRC to reconsider accepting this material.

The facility is able to deal with timber waste from European House Borer (EHB) restriction zones as the Hazelmere site has been nominated by the Department of Agriculture as being within a risk management zone. This enables EMRC to accept timber from any location within Perth, irrespective of whether the timber source is within EHB timber movement restriction area.

3.2 Volumes

The EMRC began receiving timber in November 2007. A density of 10 cubic metres per tonne of unprocessed timber has been assumed to present the data in tonnes.



Timber disposals have gradually increased each month since the facility opened (from 202 tonnes in November 2007 to 832 tonnes in November 2009).

An annual increase of 25% has been used to forecast future tonnages of timber disposals.

In some cases, primarily in the production of animal bedding, timber may be blended with other organic materials to increase the total volume of the product. This organic material may include:

- Oat husks
- Barley straw
- Cardboard

Each will be purchased from selected suppliers at a price at least $\$1/m^3$ less than the EMRC sale price, minus the cost of processing (i.e. the EMRC will profit an additional $1 per cubic metre sold).

4 Markets

4.1 Existing markets

Two primary products are produced at the timber recycling facility: wood fines and wood chip. Each is marketed for various applications.

4.1.1 Manufacture particleboard (12mm-50mm pine wood chip)

The Laminex Group uses pine wood chip from the Hazelmere facility to manufacture particleboard at its Dardanup Plant. Due to quality requirements of finished product, the Laminex Group is unable to accept dark or coloured wood chip (i.e. jarrah or colour stained pallets).

EMRC's recycled wood chip accounts for approximately 7% of the raw material input at the Dardanup Plant. It is envisaged by the Laminex Group that this could increase to 15% as supply is available.

The negotiation of a sale agreement between EMRC and the Laminex Group is in progress and is expected to be finalised by 30 June 2010.

The Laminex Group currently pay $40.20/tonne ($8.04/m^3) for the wood chip loaded at the facility.

4.1.2 Poultry bedding (0mm-12mm blended wood fines)

Wood fines, the by-product of producing wood chip for the Laminex Group, is purchased by local poultry farmers for use as bedding/litter in chicken sheds.

In October 2009, a five-year sale agreement between EMRC and the WA Broiler Growers Association was signed. The agreement specifies that the EMRC agrees to sell and the WA Broiler Growers Association agrees to purchase at least 90% of the total wood fines product produced by the EMRC, up to 15,000 tonnes per year.

Oat husk is purchased for $6/$m^3$ and blended with the wood fines to increase overall volume, generating an additional $1/$m^3$ income. Opportunity to blended shredded cardboard and barley straw are being explored with the Association.

WA Broiler Growers Association members pay $35.00/tonne ($7.00/m^3) for the wood fines loaded at the facility.

4.1.3 Compost blend

During processing, some material may become contaminated with sand, grit or rock, which prevents market specification of the Laminex Group and WA Broiler Growers Association being met.

Custom Composts in Mandurah purchase this contaminated product as a carbon additive in their compost manufacture. This blend has also been successfully trialled at the EMRC's Red Hill composting operation.

Custom Composts pay $27.27/tonne ($5.50/m^3) for the wood chip loaded at the facility.

4.1.4 Coloured mulch

A strong market exists in Victoria and New South Wales for coloured wood chip mulch for decorative garden beds, moisture retention and weed suppression.

The EMRC undertook a small wood chip colouring trial in September 2008. There has been interest in the product from landscapers and local governments; however a lack of plant (16 week wait period) and material to do the colouring has made it difficult to establish stable markets.

4.2 Potential markets

As the total output of the site increases there will be opportunity to develop new markets, including:

- Additional animal bedding products.
- Energy recovery / bio-fuel for 'low quality' timbers.

5 Infrastructure, plant and staffing

5.1 Infrastructure

All of the infrastructure requirements from the original business plan for the timber recycling operation have been completed, including roads, impermeable hardstand and retaining walls/loading facilities.

Infrastructure requirements between 2010/2011 and 2014/2015 are identified in the table below:

Component	Description	Timing	Estimate
Electrical upgrade	Facilitate the power requirements of fixed grinding system.	2010/2011	$15,000
Weighbridge	Accurate data capture of incoming and outgoing timber.	2011/2012	$50,000
Storage mechanism	Keep finished product dry and control dust.	2011/2012	$15,000

5.2 Plant

To produce products that meet the markets specifications, the timber waste is processed in three stages/passes:

1. Downsizing to <100cm
2. Grinding/shredding to size requirements. Magnets remove much of the steel from the waste.
3. Screening to 0mm-12mm and 12mm-50mm sizes to produce individual products.

EMRC Plant used:

- Excavator with grab
- Front-end loader
- Trommel / Screen

External plant hired:

- Slow speed shredder
- Front-end-loader
- Horizontal grinder

It is planned to procure a fixed grinding system for the timber recycling operation. This will reduce the current expenditure on processing, increase product quality, increase product range and enable screening equipment to be redeployed to the EMRC's composting operation.

Based on a purchase price of $2m, it is estimated, the fixed plant will cost $280,000/annum to operate (depreciation, maintenance and insurance); however, it is expected to save at least $699,000/annum in operating costs ($96,000 screening; $117,000 second loader hire; $480,000 contractor grinding; and $6,000 surveying). This is a net reduced operating cost of at least $419,000

Plant that will remain on-site is:

- One front-end-loader to load trucks.
- Excavator with grab to downsize timber and load the grinder.

5.3 Staffing

The timber recycling operation requires at least three full time staff on-site:

- Weighbridge Officer - receive trucks and collect payment.
- Plant Operator - sort timber, load grinder and load out-going products.
- Team Leader - assist plant operator and manage site in absence of Supervisor.

Other staff partially allocated to the project include:

- Supervisor, Resource Recovery – supervise labour and coordinate plant.
- Market Development Officer, Resource Recovery – build markets for recycled products.
- Administration Officer, Hazelmere – general administrative tasks.

6 Financial analysis

The income and expenditure has been estimated for the three main markets – particleboard manufacture, poultry bedding and coloured mulch.

6.1 Key assumptions

- A fixed grinding system will be procured in 2010/2011 and fully operational by 1 January 2011.
- The density of unprocessed timber is 10 cubic metres per tonne.
- Disposal fees are:
    - $5.00/m^3 or $50.00/tonne for clean timber.
    - Estimated to be half the Red Hill commercial waste disposal price including the landfill levy.
- One tonne of steel (nuts, bolts, nails etc) is recovered from every 100 tonnes of timber.
- The density of processed timber is 5 cubic metres per tonne.
- A minimum increase of 25% annual throughput per annum. This assumption is made based on actual data recorded during 2007-2009.
- At least 60% of timber received would otherwise be destined for the Red Hill landfill (to calculate airspace saving).

6.2 Five-year financial forecast

Summary financial forecast

	2010/11	2011/12	2012/13	2013/14	2014/15
Total Income	-$857,854	-$1,109,666	-$1,379,609	-$1,717,037	-$2,138,822
Total Expenditure	$1,119,643	$933,411	$961,339	$960,186	$992,814
Operating Profit / Loss	**$261,789**	**-$176,254**	**-$418,269**	**-$756,850**	**-$1,146,008**
Capital Works	**$15,000**	**$98,000**	**$15,000**	**$15,000**	**$15,000**
Plant Capital	**$1,676,000**	**$396,000**	**$266,000**	**$416,000**	**$16,000**
Plant Maintenance	**$389,273**	**$486,431**	**$507,536**	**$497,272**	**$520,423**
Airspace Saving	-$480,000	-$600,000	-$750,000	-$937,500	-$1,171,875

7 Conclusion

The Hazelmere timber recycling operation achieves many outcomes for the EMRC and Perth's Eastern Region, including:

- Resource recovery
- Generating additional income
- Diverting low density material from the Red Hill landfill so airspace can be used more profitably.
- Enabling the reliable treatment of timber from European House Borer movement restriction zones.
- Low disposal fees for industry
- Creating jobs

Based on the projected tonnage increases and the procurement of a fixed grinding system, the timber recycling operation is expected to be profitable from 2011/2012. Even without considering the airspace savings of landfill, the timber recycling operation will become a profitable operation for EMRC.

The diversity of products and markets already established demonstrate the timber recycling project is secure and not reliant upon one particular market.

9.5 LOADER PURCHASES

REFERENCE: COMMITTEES-10442

PURPOSE OF REPORT

To seek endorsement from Council to purchase two Integrated Tool Carrier Wheel Loaders at the Red Hill Waste Management Facility on the WALGA preferred supplier agreement.

KEY ISSUES AND RECOMMENDATION(S)

- A request for quotation for the supply and delivery of a loader was distributed to CJD Equipment on the WALGA preferred supplier agreement on 22 December 2009.
- The request for quotation called for the supply and delivery of two Integrated Tool Carrier Wheel Loaders for the Red Hill Waste Management Facility.

Recommendation(s)

That:

1. Council award Request for Quotation number 107454-2009 to CJD Equipment for $765,137 excluding GST, for the purchase of two Volvo L120F Wheel Loaders and accessories.
2. The Chief Executive Officer be authorised to negotiate a maintenance agreement for both loaders with the supplier that will allow for pre-failure replacement / overhaul of the major components to an approximate value of $5.00 per operating hour.

SOURCE OF REPORT

Director Waste Services
Engineer Waste Services

BACKGROUND

The EMRC wishes to purchase two new loaders, to replace one of its existing loaders and to reduce its reliance on hire loaders. The loaders are used to manage waste at the transfer station, manage the greenwaste area, load customer's vehicles with mulch and ferricrete and for general site work. A further loader is required for the operations with the expansion of the greenwaste area and the increase of sales of mulch and ferricrete.

REPORT

Under the Local Government (Functions and General) Regulations, a tender exemption applies to WALGA's Preferred Supplier Contracts. As a WALGA Member the EMRC can utilize these contracts to save the cost and risk of independently tendering. Other benefits include avoiding resource duplications, generating administrative efficiencies and facilitating direct access to suppliers.

As loaders are often used to relief in another areas it was decided that it is important to acquire loaders of the same make and model as the Volvo L120F already owned and operated by the EMRC in order to have the advantage of being compatible with attachments. This will increase the ease of operation and maintenance. Accordingly, a request for quotation for the supply and delivery of a loader was distributed to CJD Equipment, the WALGA preferred supplier of Volvo loaders, on 22 December 2009.

Item 9.5 continued

It is anticipated that the loaders will operate between 1500 and 2000 hours each per year and will be replaced at approximately 10,000 hours. The EMRC will also negotiate a maintenance agreement for each loader with the supplier that will allow for pre-failure replacement / overhaul of the major components. This is done to ensure reliable service throughout the service life of the loaders. The indicative hourly rate for this maintenance agreement is approximately $5.00 per loader. The cost of the maintenance agreements will be included in the annual operating budget

STRATEGIC/POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

In the 2009/2010 financial year an amount of $2,567,000 is allocated for the Purchase / Replace Plant – Red Hill Landfill Facility on cost code 24410/00. This amount included provision of $800,000 for the purchase of two loaders. The two loaders have been quoted at $765,137 by CJD Equipment. Sufficient budget is available for the purchase of the two loaders.

SUSTAINABILITY IMPLICATIONS

The EMRC's loaders increase the sustainability of the Red Hill Waste Management operations assisting with the operations of the greenwaste area, allowing the EMRC to more efficiently process and sell its recycled products, and reduce its reliance on hire loaders.

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)

Nil

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION(S)

That:

1. Council award Request for Quotation number 107454-2009 to CJD Equipment for $765,137 excluding GST, for the purchase of two Volvo L120F Wheel Loaders and accessories.
2. The Chief Executive Officer be authorised to negotiate a maintenance agreement for both loaders with the supplier that will allow for pre-failure replacement / overhaul of the major components to an approximate value of $5.00 per operating hour.

Item 9.5 continued

Mr Pearson asked why the EMRC decided to buy a Volvo without seeking prices from the various suppliers and evaluating the whole of life costs. The Director Waste Services responded that this evaluation had been done recently, and at that time the Volvo was the preferred machine. As a result, the EMRC is trying to shift it's fleet to Volvo loaders.

Mr Stewert-Dawkins asked why such a significant piece of plant was purchased under quotation. The Chief Executive Officer replied that the loader was being purchased under a WALGA Preferred Supplier Contract, and so a separate tender is not required. Since the purchase price exceeds the Chief Executive Officer's delegation limit, Council's approved and sought for the purchase.

TAC RECOMMENDATION(S)

MOVED MR PEARSON SECONDED MR LUTEY

That:

1. Council award Request for Quotation number 107454-2009 to CJD Equipment for $765,137 excluding GST, for the purchase of two Volvo L120F Wheel Loaders and accessories.
2. The Chief Executive Officer be authorised to negotiate a maintenance agreement for both loaders with the supplier that will allow for pre-failure replacement / overhaul of the major components to an approximate value of $5.00 per operating hour.

CARRIED UNANIMOUSLY

COUNCIL RESOLUTION(S)

MOVED CR POWELL SECONDED CR PIANTADOSI

THAT:

1. COUNCIL AWARD REQUEST FOR QUOTATION NUMBER 1074543-2009 TO CJD EQUIPMENT FOR $765,137 EXCLUDING GST, FOR THE PURCHASE OF TWO VOLVO L120F WHEEL LOADERS AND ACCESSORIES.
2. THE CHIEF EXECUTIVE OFFICER BE AUTHORISED TO NEGOTIATE A MAINTENANCE AGREEMENT FOR BOTH LOADERS WITH THE SUPPLIER THAT WILL ALLOW FOR PRE-FAILURE REPLACEMENT / OVERHAUL OF THE MAJOR COMPONENTS TO AN APPROXIMATE VALUE OF $5.00 PER OPERATING HOUR.

CARRIED UNANIMOUSLY

9.6 HOOKLIFT PURCHASE

REFERENCE: COMMITTEES-10443

PURPOSE OF REPORT

To seek endorsement from Council to purchase a Hooklift Truck at the Red Hill Waste Management Facility on the WALGA preferred supplier agreement.

KEY ISSUES AND RECOMMENDATION(S)

- A request for quotation for the supply and delivery of a hooklift truck was distributed to six suppliers on the WALGA preferred supplier agreement on 16 November 2009.
- The request for quotation called for the supply and delivery of a 14 Tonne Hooklift Truck for the Red Hill Waste Management Facility.

Recommendation(s)

That Council award Request for Quotation number 106035-2009 to WA Hino for $230,322.45 excluding GST, for the purchase of a HINO 500 Series FM 2630 Truck with the Wastemasters VACLIFT ITK 20/6L Hooklift System.

SOURCE OF REPORT

Director Waste Services
Engineer Waste Services

BACKGROUND

The EMRC budgeted to purchase a hooklift truck, to update its fleet and reduce its reliance on hire hooklift trucks. The hooklift will be used to manage waste at the Red Hill transfer station and may be used to manage waste at other EMRC-operated transfer stations.

REPORT

Under the Local Government (Functions and General) Regulations, a tender exemption applies to WALGA's Preferred Supplier Contracts. As a WALGA Member the EMRC can utilize these contracts to save the cost and risk of independently tendering. Other benefits include avoiding resource duplications, generating administrative efficiencies and facilitating direct access to suppliers.

A request for quotation for the supply and delivery of a hooklift truck was distributed to six suppliers on the WALGA preferred supplier agreement on 16 November 2009. Three companies provided quotations.

A Wastemasters VACLIFT 20/6L hooklift system is desirable to standardise the EMRC's equipment, and increase ease of operations and maintenance. WA Hino offer the best value for money combination of truck chassis and hooklift system.

The HINO 500 Series FM 2630 Truck with the Wastemasters VACLIFT ITK 20/6L hooklift System from WA Hino is the preferred option.

Item 9.6 continued

STRATEGIC/POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

In the 2009/2010 financial year an amount of $2,567,000 is allocated for the Purchase / Replace Plant – Red Hill Landfill Facility on cost code 24410/00. This amount included provision of $243,000 for the purchase of a hooklift truck. The hooklift truck has been quoted at $230,322.45 (excl GST) by WA Hino. Sufficient budget is available for the purchase of the hooklift truck.

SUSTAINABILITY IMPLICATIONS

Nil

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)

Nil

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION(S)

That Council award Request for Quotation number 106035-2009 to WA Hino for $230,322.45 excluding GST, for the purchase of a HINO 500 Series FM 2630 Truck with the Wastemasters VACLIFT ITK 20/6L hooklift System.

TAC RECOMMENDATION(S)

MOVED MR PEARSON SECONDED MR SINGH

That Council award Request for Quotation number 106035-2009 to WA Hino for $230,322.45 excluding GST, for the purchase of a HINO 500 Series FM 2630 Truck with the Wastemasters VACLIFT ITK 20/6L hooklift System.

CARRIED UNANIMOUSLY

Item 9.6 continued

COUNCIL RESOLUTION(S)

MOVED CR POWELL SECONDED CR PIANTADOSI

THAT COUNCIL AWARD REQUEST FOR QUOTATION NUMBER 106035-2009 TO WA HINO FOR $230,322.45 EXCLUDING GST, FOR THE PURCHASE OF A HINO 500 SERIES FM 2630 TRUCK WITH THE WASTEMASTERS VACLIFT ITK 20/6L HOOKLIFT SYSTEM.

CARRIED UNANIMOUSLY

9.7 ITEMS CONTAINED IN THE INFORMATION BULLETIN

REFERENCE: COMMITTEES-10430

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

1 WASTE MANAGEMENT SERVICES

1.1 COUNCIL TONNAGE COMPARISONS AS AT 31 DECEMBER 2009 (Ref: Committees-10466)
1.2 UPDATE ON RED HILL GROUNDWATER CONTAMINATION (Ref: Committees-10431)
1.3 REGIONAL ILLEGAL DUMPING SERVICE PROJECT PLAN (Ref: Committees-10498)

2. REGIONAL SERVICES

2.1 ENVIRONMENTAL SERVICES REPORT – SEPTEMBER 2009 TO JANUARY 2010 (Ref: Committees-10497)
2.2 ARCEr: ACHIEVING CARBON EMISSIONS REDUCTION PROJECT AND THE LOCAL GOVERNMENT GREENHOUSE GAS REPORTING STRATEGY AND ABATEMENT PLATFORM (Ref: Committees-10496)
2.3 REGIONAL INTEGRATED TRANSPORT STRATEGY ACTION PLAN 2010-2013 (Ref: Committees-10494)

RECOMMENDATION

That the Information Bulletin be noted.

The Director Waste Services provided a summary of item 1.2 Update on Red Hill Groundwater Contamination and item 1.3 Regional Illegal Dumping Service Project Plan. Feedback on item 1.3 was sought.

Mr Lutey reported that the City of Belmont has a problem with illegal dumping to the extent of $10,000 per year. Mr Lutey mentioned that the City of Belmont has a small problem with illegal dumping and therefore he doesn't think the Regional Illegal Dumping Service is necessary.

Mr Pearson voiced his concerns about there being no indication of service levels within the Project Plan. Mr Pearson advised that the City of Bayswater has a fairly sizable problem with illegal dumping.

Mr Stewert-Dawkins advised that the Town of Bassendean doesn't have a huge problem with illegal dumping and that removal of the dumped materials in a timely manner is important to the Town.

Mr Singh advised that most of their illegal dumping occurs in the bush where responsibility is shared with the Department of Environment and Conservation. The Shire of Kalamunda also has a problem with illegal dumping occurring when the transfer stations are closed.

Mr Coten reported that illegal dumping is a significant problem for the City of Swan. Mr Coten indicated concerns with tracking the status of reports given the multiple layers established.

The Director Waste Services advised that the item could be withdrawn and redone to make it more of a coordination approach but does not believe it would work as it has been tried before and was not successful.

The Chief Executive Officer advised that another approach may be to review the proposal in 12 to 18 months in order to assess the impact of the increased landfill levy. The TAC agreed with this approach.

Mr Lutey pointed out an inconsistency within item 2.3 Regional Integrated Transport Strategy Action Plan 2010-2013 in regards to actions, some listed as just the EMRC and others the EMRC and local government. The Director, Regional Services agreed and advised that she will review the document.

Item 9.7 continued

TAC RESOLUTION(S)

MOVED MR PEARSON SECONDED MR LUTEY

THAT THE INFORMATION BULLETIN BE NOTED.

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 4 March 2010 (if required)*** at the City of Belmont Administration office, 215 Wright Street, CLOVERDALE WA 6105 commencing at 3.00 pm.

Future Meetings 2010

Thursday	4	March (if required)	at	City of Belmont Council Chambers
Thursday	8	April	at	EMRC Administration Office
Thursday	6	May (if required)	at	EMRC Administration Office
Thursday	3	June	at	EMRC Administration Office
Thursday	8	July (if required)	at	EMRC Administration Office
Thursday	5	August	at	EMRC Administration Office
Thursday	9	September (if required)	at	EMRC Administration Office
Thursday	7	October	at	EMRC Administration Office
Thursday	18	November (if required)	at	EMRC Administration Office

13 DECLARATION OF CLOSURE OF MEETING

There being no further business, the Chairman declared the meeting closed at 3.44pm.

15.3 RESOURCE RECOVERY COMMITTEE MEETING HELD 4 FEBRUARY 2010

(REFER TO MINUTES OF COMMITTEE - ORANGE PAGES)

REFERENCE: COMMITTEES-10436

The minutes of the Resource Recovery Committee meeting held on **4 February 2010** accompany and form part of this agenda – (refer to orange section of 'Minutes of Committees' for Council accompanying this Agenda).

QUESTIONS

The Chairman invited general questions from members on the report of the Resource Recovery Committee.

RECOMMENDATION

That the unconfirmed minutes of the Resource Recovery Committee meeting held on 4 February 2010 be noted.

The CEO advised that the presentation on the reference facility visits given at the RRC meeting would form part of the presentation to the member Council.

Cr Pule complimented officers on the quality of the presentation given at the RRC meeting.

COUNCIL RESOLUTION

MOVED CR PULE SECONDED CR LINDSEY

THAT THE UNCONFIRMED MINUTES OF THE RESOURCE RECOVERY COMMITTEE MEETING HELD ON 4 FEBRUARY 2010 BE NOTED.

CARRIED UNANIMOUSLY

RESOURCE RECOVERY COMMITTEE

MINUTES

4 February 2010

(REF: COMMITTEES-10436)

A meeting of the Resource Recovery Committee was held at the City of Belmont, 215 Wright Street, Cloverdale, Belmont WA 6104 on **Thursday, 4 February 2010**.

TABLE OF CONTENTS

1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Chairman opened the meeting at 5:00 pm and welcomed the Members to the first meeting of 2010.

2 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE PREVIOUSLY APPROVED

Cr Gerry Pule	EMRC Member	Town of Bassendean
Cr Alan Radford	EMRC Member	City of Bayswater
Cr Phil Marks	EMRC Member	City of Belmont
Cr Frank Lindsey **(Deputy Chairman)**	EMRC Member	Shire of Kalamunda
Cr Tony Cuccaro **(Chairman)**	EMRC Member	Shire of Mundaring
Cr David Färdig	EMRC Member	City of Swan
Mr Simon Stewert-Dawkins	Director Operational Services	Town of Bassendean
Mr Doug Pearson	Director Technical Services	City of Bayswater
Mr Ric Lutey	Director Technical Services	City of Belmont
Mr Mahesh Singh	Director Engineering Services	Shire of Kalamunda
Mr Jim Coten	Executive Manager Operations	City of Swan
Mr Adrian Dyson	Manager Community and Health Services	Shire of Mundaring
Mr Peter Schneider	Chief Executive Officer	EMRC

Apologies

Cr Glenys Godfrey	EMRC Member	City of Belmont
Mr Shane Purdy	Director Infrastructure Services	Shire of Mundaring

Deputy Committee Members - Observers

Cr Graham Pittaway	EMRC Member	City of Bayswater
Cr Alan Pilgrim	EMRC Member	Shire of Mundaring

EMRC Officers

Mr Stephen Fitzpatrick	Manager, Project Development
Mr Adam Johnson	Executive Manager, Waste Management Services
Ms Rhonda Hardy	Executive Manager, Regional Services
Ms Theresa Eckstein	Executive Assistant to the Chief Executive Officer (Minutes)
Ms Terri-Ann Ashton	Manager, Administration and Compliance (Observer)

Visitors

Mr John King	Cardno

3 DISCLOSURE OF INTERESTS

Nil

4 ANNOUNCEMENT BY THE CHAIRMAN OR PERSON PRESIDING WITHOUT DISCUSSION

Nil

1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Chairman opened the meeting at 5:00 pm and welcomed the Members to the first meeting of 2010.

2 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE PREVIOUSLY APPROVED

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Cr David Färdig	EMRC Member	City of Swan
Mr Simon Stewert-Dawkins	Director Operational Services	Town of Bassendean
Mr Doug Pearson	Director Technical Services	City of Bayswater
Mr Ric Lutey	Director Technical Services	City of Belmont
Mr Mahesh Singh	Director Engineering Services	Shire of Kalamunda
Mr Jim Coten	Executive Manager Operations	City of Swan
Mr Adrian Dyson	Manager Community and Health Services	Shire of Mundaring
Mr Peter Schneider	Chief Executive Officer	EMRC

Apologies

Cr Glenys Godfrey	EMRC Member	City of Belmont
Mr Shane Purdy	Director Infrastructure Services	Shire of Mundaring

Deputy Committee Members - Observers

Cr Graham Pittaway	EMRC Member	City of Bayswater
Cr Alan Pilgrim	EMRC Member	Shire of Mundaring

EMRC Officers

Mr Stephen Fitzpatrick	Manager, Project Development
Mr Adam Johnson	Executive Manager, Waste Management Services
Ms Rhonda Hardy	Executive Manager, Regional Services
Ms Theresa Eckstein	Executive Assistant to the Chief Executive Officer (Minutes)
Ms Terri-Ann Ashton	Manager, Administration and Compliance (Observer)

Visitors

Mr John King	Cardno

3 DISCLOSURE OF INTERESTS

Nil

4 ANNOUNCEMENT BY THE CHAIRMAN OR PERSON PRESIDING WITHOUT DISCUSSION

Nil

Item 6.1 Continued

The Chairman commented that all the facility owners and operators were very proud of their facilities and very good discussions were held at each site.

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

Nil

Cr Alan Pilgrim left the meeting 6:13 pm.

8 BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING

Nil

9 REPORTS OF OFFICERS

Nil

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

Nil

11 GENERAL BUSINESS

The Manager Project Development advised members that any requests by accepted tenderers for the Resource Recovery Facility, including Cleanaway, for discussions regarding alternative waste technologies were inappropriate and could disqualify them as potential tenderers and should be discouraged.

12 FUTURE MEETINGS OF THE RESOURCE RECOVERY COMMITTEE

The next meeting of the Resource Recovery Committee will be held on **Thursday, 4 March 2010** *(if required)* at the City of Belmont, Council Chambers, 215 Wright Street, Cloverdale WA 6104 commencing at 5.00pm.

Future Meetings 2010

Thursday	4	March (if required)	at	City of Belmont
Thursday	8	April	at	EMRC Administration Office
Thursday	6	May (if required)	at	EMRC Administration Office
Thursday	3	June	at	EMRC Administration Office
Thursday	8	July (if required)	at	EMRC Administration Office
Thursday	5	August	at	EMRC Administration Office
Thursday	9	September (if required)	at	EMRC Administration Office
Thursday	7	October	at	EMRC Administration Office
Thursday	18	November (if required)	at	EMRC Administration Office

13 DECLARATION OF CLOSURE OF MEETING

There being no further business, the Chairman closed the meeting at 6:15 pm.

16 REPORTS OF DELEGATES

16.1 REPORT OF EMRC DELEGATE – SUMMARY OF THE PERTH NRM LOCAL GOVERNMENT REFERENCE GROUP (LGRF) AND MUNICIPAL WASTE ADVISORY COMMITTEE (MWAC) MEETINGS FROM CR GODFREY

Cr Godfrey tabled a report regarding her attendance at the Perth NRM Local Government Reference Group and the Municipal Waste Advisory Committee (MWAC) meetings held on 17 February 2010 and briefly summarised the main items of interest.

TABLED DOCUMENT

Report of EMRC Delegate – Summary of the Perth NRM Local Government Reference Group (LGRF) and Municipal Waste Advisory Committee (MWAC) Meetings from Cr Godfrey (Ref: Committees-10580)

EMRC Delegates Report

Perth NRM, Local Government Reference Group

Held on the 17 February 2010 at the Shire of Mundaring.

The main issues for the EMRC are:

- Each of the six regional groups has received $250,000 for administration.
  Perth NRM is one of these groups. The other five NRM are in the country. There appears to be an in balance in the allocation of the funding model.
- Additional funding has been received for two inter-grated drainage case studies.
  Funding was previously provided for Belmont and it was very successful.
  One of the drains is in Southern River and the other in Bayswater.
- Funding bids for 32 projects have been submitted for the Community component of the $5million State NRM funding from the Perth Region under the umbrella of Perth Region NRM.
- The EMRC have two projects in the bid. One is for Tributary Foreshore Restoration ($244,901) and the other is for a Native fish survey (34,458.60).
  The issue of boundary re-alignment is now being considered through the LG reform process.

Municipal Waste Advisory Council

Held on 17 February 2010 at Local Government House

The issues relative to the EMRC are:

- The Forum of Regional Councils (FORC) is preparing a paper on how essential services would apply to the waste industry.
- The MWAC Partnership Agreement has been deferred, awaiting clarification of some issues with State Council, and MWAC being a committee with delegated authority.
- The policy priorities for 2010 are:
  Local Government funding,
  Purchasing of Recycled Products by Local Government,
  Waste Management Infrastructure (Funding, Planning, Development).
- The MWAC Annual Summary 2009 was circulated and will be a presentation to the East Zone of WALGA.
  Household Hazardous Waste Program Post 2011.
  Further information and modelling was requested to determine where temporary collections should be held and how many would be needed.
  A meeting with the Minister is to be held on the 11 March. Topics are:
  11 projects for expenditure of the Levy, Illegal dumping and Landfill levy increase.

Report by Cr Glenys Godfrey

17 MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

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

Nil

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

Nil

20 FUTURE MEETINGS OF COUNCIL

The next meeting of Council will be held on ***Thursday 18 March 2010 (if required)*** at the City of Belmont, 215 Wright Street, Cloverdale WA 6104 commencing at 6.00pm.

Future Meetings 2010

Thursday	18	March (if required)	at	City of Belmont
Thursday	22	April	at	EMRC Administration Office
Thursday	20	May (if required)	at	EMRC Administration Office
Thursday	17	June	at	EMRC Administration Office
Thursday	22	July (if required)	at	EMRC Administration Office
Thursday	19	August	at	EMRC Administration Office
Thursday	23	September (if required)	at	EMRC Administration Office
Thursday	21	October	at	EMRC Administration Office
Thursday	2	December	at	EMRC Administration Office

January 2011 (recess)

21 DECLARATION OF CLOSURE OF MEETING

There being no further business, the meeting was closed at 7.34pm.