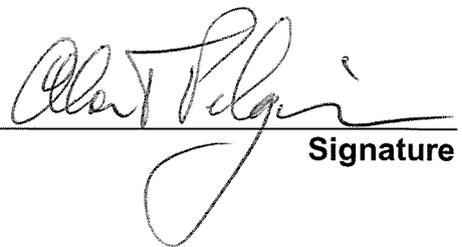


MINUTES

CERTIFICATION OF CONFIRMATION OF COUNCIL MEETING MINUTES

17 APRIL 2014

I, Cr Alan Pilgrim, hereby certify that the minutes from the Council Meeting held on 17 April 2014 pages (1) to (171) were confirmed at a meeting of Council held on 22 May 2014.

A handwritten signature in black ink, appearing to read 'Alan Pilgrim', written over a horizontal line.

Signature

Cr Alan Pilgrim
Person presiding at Meeting



MINUTES

Ordinary Meeting of Council

17 April 2014

ORDINARY MEETING OF COUNCIL

MINUTES

17 April 2014

(REF: D2014/02979)

An Ordinary Meeting of Council was held at the EMRC Administration Office, 1st Floor, 226 Great Eastern Highway, BELMONT WA 6104 on **Thursday, 17 April 2014**. The meeting commenced at **6:00pm**.

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1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Chairman opened the meeting at 6:00pm.

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

Councillor Attendance

Cr Alan Pilgrim (Chairman)	EMRC Member	Shire of Mundaring
Cr Janet Powell (Deputy Chairman)	EMRC Member	City of Belmont
Cr Jennie Carter	EMRC Member	Town of Bassendean
Cr John Gangell (Deputising for Cr Pule)	EMRC Deputy Member	Town of Bassendean
Cr Mike Anderton	EMRC Member	City of Bayswater
Cr Chris Cornish	EMRC Member	City of Bayswater
Cr Steve Wolff	EMRC Member	City of Belmont
Cr Frank Lindsey (from 6:24pm)	EMRC Member	Shire of Kalamunda
Cr Andrew Waddell (Deputising for Cr O'Connor)	EMRC Deputy Member	Shire of Kalamunda
Cr Bob Perks (from 6:11pm) (Deputising for Cr Cuccaro)	EMRC Deputy Member	Shire of Mundaring
Cr David Färdig	EMRC Member	City of Swan
Cr Charlie Zannino	EMRC Member	City of Swan

Leave of Absence Previously Approved

Cr Pule (from 11/4/2014 to 5/5/2014 inclusive)

Cr Cuccaro (from 11/4/2014 to 17/5/2014 inclusive)

Cr O'Connor (from 10/4/2014 to 25/4/2014 inclusive)

EMRC Officers

Mr Peter Schneider	Chief Executive Officer
Mr Steve Fitzpatrick	Director Waste Services
Mrs Marilyn Horgan	Director Regional Services
Mrs Prapti Mehta	Manager Human Resources
Ms Theresa Eckstein	Executive Assistant to Chief Executive Officer
Mrs Annie Hughes-d'Aeth	Personal Assistant to Director Corporate Services (Minutes)

EMRC Observers

Mr David Ameduri	Manager Financial Services
Ms Terri-Ann Ashton	Manager Administration and Compliance
Ms Naomi Rakela	Manager Environmental Services
Ms Joanne Woodbridge	Environment and Sustainability Coordinator

Observers

Mr Bob Jarvis	Chief Executive Officer	Town of Bassendean
Mr Paul O'Connor	Acting Chief Executive Officer	Shire of Mundaring
Mr Charles Sullivan	Director Development & Infrastructure Services	Shire of Kalamunda
Mr Colin Pumphrey	Manager Fleet and Waste Services	City of Swan



3 DISCLOSURE OF INTERESTS

3.1 PRAPTI MEHTA – MANAGER HUMAN RESOURCES – INTERESTS AFFECTING IMPARTIALITY:

Item: 19.1
Subject: Confidential Item 15.1 – Selection of Facilitator for the Chief Executive Officer's Performance Review

Nature of Interest: Disclosure of Interests Affecting Impartiality, EMRC Code of Conduct 1.3(a).
Due to reporting relationship to the CEO.

Item: 19.2
Subject: Confidential Item 15.2 – Chief Executive Officer Performance Review Process for 2014

Nature of Interest: Disclosure of Interests Affecting Impartiality, EMRC Code of Conduct 1.3(a).
Due to reporting relationship to the CEO.

3.2 PETER B. SCHNEIDER – CHIEF EXECUTIVE OFFICER – INTERESTS AFFECTING IMPARTIALITY:

Item: 19.1
Subject: Confidential Item 15.1 - Selection of Facilitator for the Chief Executive Officer's Performance Review

Nature of Interest: Disclosure of Interests Affecting Impartiality, EMRC Code of Conduct 1.3(a).
Directly applies to the CEO.

Item: 19.2
Subject: Confidential Item 15.2 - Chief Executive Officer Performance Review Process for 2014

Nature of Interest: Disclosure of Interests Affecting Impartiality, EMRC Code of Conduct 1.3(a).
Directly applies to the CEO.

4 ANNOUNCEMENTS BY THE CHAIRMAN OR PRESIDING MEMBER WITHOUT DISCUSSION

4.1 COMMITTEES ELECTIONS

During April 2014 the Investment Committee (IC) and Chief Executive Officer's Performance Review Committee (CEOPRC) meetings were held for the first time since the local government elections. At those meetings the following members were elected as Chairman and Deputy Chairman:

- Cr Janet Powell and Cr Gerry Pule were declared Chairman and Deputy Chairman respectively of the IC at the meeting held on 3 April 2014.
- Cr Gerry Pule and Cr Janet Powell were declared Chairman and Deputy Chairman respectively of the CEOPRC at the meeting held on 10 April 2014.

The Chairman congratulated the elected Chairmen and Deputy Chairmen of the IC and the CEOPRC.



Item 4 continued

4.2 COMMUNITY CABINET MEETING

A Community Cabinet Meeting was held at the EMRC on Monday 24 March 2014. This was also co-hosted with City of Belmont.

The EMRC was fortunate enough to be given the opportunity to make a presentation to the Cabinet regarding matters affecting Perth's Eastern Region.

Important issues were raised directly with the Premier and Ministers, with the hope of gaining their support to shape a prosperous future for Perth's Eastern Region.

The Chairman commented that he was very pleased that the EMRC was able to host such a special and important event. This was excellent timing to discuss the Regions strengths and vision.

After the meeting, Ministers mingled with EMRC Councillors and member Council Mayors, Presidents and CEO's. The Ministers were also invited to attend a river tour of Perth's Eastern Region to view the collaborative efforts made to restore the foreshore along the Swan River.

Letters were received by the CEO and the Chairman congratulating the EMRC on the organisation and content of the day.

The Chairman thanked council and councillors over the past 4 years for their unanimous support on the submission put up for the Robson review. The Chairman also thanked the CEO and the senior executive team for their work on the reform process and ensuring the EMRC record and vision are very well articulated.

Cr Perks entered the meeting at 6:11pm.

5 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

6 PUBLIC QUESTION TIME

Nil

7 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

8 PETITIONS, DEPUTATIONS AND PRESENTATIONS

Nil



9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

9.1 MINUTES OF ORDINARY MEETING OF COUNCIL HELD ON 20 MARCH 2014

That the minutes of the Ordinary Meeting of Council held on 20 March 2014 which have been distributed, be confirmed.

COUNCIL RESOLUTION

MOVED CR POWELL

SECONDED CR CORNISH

THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 20 MARCH 2014 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.

CARRIED UNANIMOUSLY

10 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

11 QUESTIONS BY MEMBERS WITHOUT NOTICE

Nil

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

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

The following report item is covered in section 19 of this agenda:

12.1 ITEM 15.1 OF THE CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE MINUTES

SELECTION OF FACILITATOR FOR THE CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW PROCESS

12.2 ITEM 15.2 OF THE CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE MINUTES

CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW PROCESS FOR 2014

13 BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING

Nil



14 REPORTS OF EMPLOYEES

QUESTIONS

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

RECOMMENDATION(S)

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

COUNCIL RESOLUTION(S)

MOVED CR WOLFF

SECONDED CR ANDERTON

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

CARRIED UNANIMOUSLY



14.1 LIST OF ACCOUNTS PAID DURING THE MONTH OF MARCH 2014

REFERENCE: D2014/03843

PURPOSE OF REPORT

The purpose of this report is to present to Council a list of accounts paid under the Chief Executive Officer's delegated authority during the month of March 2014 for noting.

KEY ISSUES AND RECOMMENDATION(S)

- As per the requirements of the Local Government (Financial Management) Regulations 1996 (Regulation 13(1)), the list of accounts paid during the month of March 2014 is provided for noting.

Recommendation(s)

That Council notes the CEO's list of accounts for March 2014 paid under delegated power in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996, as attached to this report totalling \$2,458,937.24.

SOURCE OF REPORT

Director Corporate Services
 Manager Financial Services
 Finance Team Leader

BACKGROUND

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

REPORT

The table below summarises the payments drawn on the funds during the month of March 2014. A list detailing the payments made is appended as an attachment to this report.

Municipal Fund	EFT Payments:	29373 – 29610	
	Cheque Payments:	219822 – 219865	
	Payroll EFT:	PAY 2014-19 & PAY 2014-20	
	DIRECT DEBITS		
	- Bank Charges:	1*MAR14	
	- Other:	790 - 795	\$2,461,159.82
	LESS		
	Cancelled EFTs and Cheques	EFTs 29524 & 29600	(\$2,222.58)
Trust Fund	Not Applicable		Nil
Total			\$2,458,937.24



Item 14.1 continued

STRATEGIC/POLICY IMPLICATIONS

Key Result Area 4 – Good Governance

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

FINANCIAL IMPLICATIONS

As contained within the report.

SUSTAINABILITY IMPLICATIONS

Nil

MEMBER COUNCIL IMPLICATIONS

Member Council	Implication Details
Town of Bassendean	} Nil direct implications for member Councils
City of Bayswater	
City of Belmont	
Shire of Kalamunda	
Shire of Mundaring	
City of Swan	

ATTACHMENT(S)

CEO's Delegated Payments List for the month of March 2014 (Ref: D2014/03872)

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION(S)

That Council notes the CEO's list of accounts for month of March 2014 paid under delegated power in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996, as attached to this report totalling \$2,458,937.24.

COUNCIL RESOLUTION(S)

MOVED CR WOLFF

SECONDED CR ANDERTON

THAT COUNCIL NOTES THE CEO'S LIST OF ACCOUNTS FOR MARCH 2014 PAID UNDER DELEGATED POWER IN ACCORDANCE WITH REGULATION 13(1) OF THE LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996, AS ATTACHED TO THIS REPORT TOTALLING \$2,458,937.24.

CARRIED UNANIMOUSLY

Eastern Metropolitan Regional Council


**CEO's DELEGATED PAYMENTS LIST
FOR THE MONTH OF MARCH 2014**

Cheque /EFT No	Date	Payee	Amount
EFT29373	04/03/2014	AIRWELL GROUP PTY LTD	1,771.33
EFT29374	04/03/2014	ANALYTICAL REFERENCE LABORATORY (ARL)	4,697.44
EFT29375	04/03/2014	ASTAR HARDWARE DISTRIBUTION	37.80
EFT29376	04/03/2014	AUSTRACLEAR LIMITED (ASX)	18.76
EFT29377	04/03/2014	AUSTRALIA POST - RED HILL	266.15
EFT29378	04/03/2014	AUSTRALIAN HVAC SERVICES	550.00
EFT29379	04/03/2014	BIN BATH AUSTRALIA PTY LTD	158.95
EFT29380	04/03/2014	BRING COURIERS	1,605.62
EFT29381	04/03/2014	FLICK HYGIENE SERVICES	64.53
EFT29382	04/03/2014	FRESH BOOST PTY LTD ATF BANDITS TRUST	739.00
EFT29383	04/03/2014	FUJI XEROX AUSTRALIA PTY LTD	317.77
EFT29384	04/03/2014	LIEBHERR AUSTRALIA PTY LTD	7,525.10
EFT29385	04/03/2014	ONSITE RENTALS PTY LTD	258.50
EFT29386	04/03/2014	PORTNER PRESS PTY LTD	97.00
EFT29387	04/03/2014	PRESTIGE PUMP RENTALS	8,118.00
EFT29388	04/03/2014	SGS AUSTRALIA PTY LTD	6,237.84
EFT29389	04/03/2014	SPUDS GARDENING SERVICES	16,996.00
EFT29390	04/03/2014	THOMSON REUTERS (PROFESSIONAL) AUSTRALIA LIMITED	1,265.55
EFT29391	04/03/2014	TIM DAVIES LANDSCAPING PTY LTD	909.70
EFT29392	04/03/2014	VISY RECYCLING	79.76
EFT29393	04/03/2014	WA MACHINERY GLASS	198.00
EFT29394	04/03/2014	YEOMAN PTY LTD ATF THE RJ ROHRLACH FAMILY TRUST	1,925.00
EFT29395	04/03/2014	PAYG PAYMENTS	56,684.00
EFT29396	05/03/2014	WALGS PLAN	61,176.08
EFT29397	07/03/2014	ACTIVE ENVIRONMENTAL SOLUTIONS (HIRE) PTY LTD	720.50
EFT29398	07/03/2014	AIR FILTER DRY CLEAN SYSTEMS WA PTY LTD ATF AFDCS	294.25
EFT29399	07/03/2014	AIRLITE CLEANING	3,490.91
EFT29400	07/03/2014	CHANDLER MACLEOD GROUP	4,460.96
EFT29401	07/03/2014	CHICA CATERING (VALLEY ROAD PTY LTD)	1,691.50
EFT29402	07/03/2014	CMS EVENTS	2,640.00
EFT29403	07/03/2014	CMW GEOSCIENCES PTY LTD	22,583.00
EFT29404	07/03/2014	COMSYNC CONSULTING PTY LTD	2,609.75
EFT29405	07/03/2014	EASTERN HILLS PEST & WEED	2,400.00
EFT29406	07/03/2014	ELAN ENERGY MANAGEMENT (TYRE RECYCLERS)	174.56
EFT29407	07/03/2014	FLEXI STAFF PTY LTD	3,247.20
EFT29408	07/03/2014	HILLS FRESH	74.84
EFT29409	07/03/2014	KLB SYSTEMS	572.00
EFT29410	07/03/2014	LIEBHERR AUSTRALIA PTY LTD	2,571.93
EFT29411	07/03/2014	LIGHTSPEED TECHNOLOGY	6,171.00
EFT29412	07/03/2014	LO-GO APPOINTMENTS	3,584.77
EFT29413	07/03/2014	MCINERNEY FORD	32,416.97
EFT29414	07/03/2014	MIDLAND TOYOTA (DVG)	398.90
EFT29415	07/03/2014	NEVERFAIL SPRINGWATER	261.60
EFT29416	07/03/2014	NEVERFAIL SPRINGWATER LTD - HAZELMERE	122.55
EFT29417	07/03/2014	PERTH SECURITY SERVICES - MCW CORPORATION PTY LTD	1,751.75
EFT29418	07/03/2014	PPC WORLDWIDE PTY LTD	170.50
EFT29419	07/03/2014	PROTECTOR FIRE SERVICES	1,361.14
EFT29420	07/03/2014	STAPLES AUSTRALIA LTD	262.40
EFT29421	07/03/2014	TELSTRA	176.00
EFT29422	07/03/2014	TELSTRA	460.36
EFT29423	07/03/2014	TOLL FAST	164.34
EFT29424	07/03/2014	TREBLEX INDUSTRIAL	68.64
EFT29425	07/03/2014	UNIQUE WASTE MANAGEMENT SERVICES	1,721.50

Eastern Metropolitan Regional Council


**CEO's DELEGATED PAYMENTS LIST
FOR THE MONTH OF MARCH 2014**

Cheque /EFT No	Date	Payee	Amount
EFT29426	07/03/2014	WORKFORCE INTERNATIONAL	4,394.16
EFT29427	07/03/2014	WORKPAC PTY LTD	6,084.18
EFT29428	11/03/2014	ACCESS INDUSTRIAL TYRES PTY LTD	93.50
EFT29429	11/03/2014	BEAUMONDE CATERING	1,840.86
EFT29430	11/03/2014	CHANDLER MACLEOD GROUP	5,413.49
EFT29431	11/03/2014	COOL CLEAR WATER GROUP LTD	290.40
EFT29432	11/03/2014	DELRON CLEANING PTY LTD	100.32
EFT29433	11/03/2014	FUJI XEROX AUSTRALIA PTY LTD	6.81
EFT29434	11/03/2014	LASSO KIP PTY LTD	495.00
EFT29435	11/03/2014	LINFOX ARMAGUARD PTY LTD	464.60
EFT29436	11/03/2014	PERTH SECURITY SERVICES - MCW CORPORATION PTY LTD	2,347.66
EFT29437	11/03/2014	PIRTEK MIDLAND (R & K HYDRAULIC SOLUTIONS PTY LTD)	898.56
EFT29438	11/03/2014	SGS AUSTRALIA PTY LTD	1,251.80
EFT29439	11/03/2014	TELSTRA	520.55
EFT29440	11/03/2014	TOTALLY WORKWEAR MIDLAND	94.50
EFT29441	11/03/2014	WILD THINGS ANIMAL CONTROL SOLUTIONS	5,500.00
EFT29442	11/03/2014	WORKFORCE INTERNATIONAL	2,058.15
EFT29443	14/03/2014	ACCESS INDUSTRIAL TYRES PTY LTD	412.50
EFT29444	14/03/2014	ADCORP	3,000.18
EFT29445	14/03/2014	AIR FILTER DRY CLEAN SYSTEMS WA PTY LTD ATF AFDCS TRADING TRUST	289.41
EFT29446	14/03/2014	AUSTRALIAN HVAC SERVICES	1,232.00
EFT29447	14/03/2014	BP GIDGEGANNUP	30.00
EFT29448	14/03/2014	BUDGET ELECTRICS	312.40
EFT29449	14/03/2014	C & H SWEEPING	302.50
EFT29450	14/03/2014	C & K FABRICATION PTY LTD	1,012.00
EFT29451	14/03/2014	CAPITAL TRANSPORT SERVICES (WA) PTY LTD	571.82
EFT29452	14/03/2014	CHAMPION MUSIC	605.00
EFT29453	14/03/2014	CHEMCENTRE	737.00
EFT29454	14/03/2014	CHICA CATERING (VALLEY ROAD PTY LTD)	157.00
EFT29455	14/03/2014	CITY SUBARU	520.95
EFT29456	14/03/2014	COVS PARTS PTY LTD	13.94
EFT29457	14/03/2014	ELEMENT HYDROGRAPHIC SOLUTIONS	438.90
EFT29458	14/03/2014	EXPRESS TEST AND TAG MIDLAND	99.00
EFT29459	14/03/2014	FLEXI STAFF PTY LTD	3,914.68
EFT29460	14/03/2014	HARMONIC NEW MEDIA	605.00
EFT29461	14/03/2014	HILLS FRESH	91.34
EFT29462	14/03/2014	HRL TECHNOLOGY	550.00
EFT29463	14/03/2014	INSTITUTE OF PUBLIC WORKS ENGINEERING AUST T/A IPWEA-WA DIVISION	100.00
EFT29464	14/03/2014	IPING PTY LTD	1,128.80
EFT29465	14/03/2014	JUMBOCORP PTY LTD	356.17
EFT29466	14/03/2014	KLB SYSTEMS	5,324.00
EFT29467	14/03/2014	LIEBHERR AUSTRALIA PTY LTD	685.45
EFT29468	14/03/2014	LO-GO APPOINTMENTS	2,007.43
EFT29469	14/03/2014	MAJOR MOTORS PTY LTD	3,335.32
EFT29470	14/03/2014	MICHAEL PAGE INTERNATIONAL	1,521.71
EFT29471	14/03/2014	MOTORCHARGE PTY LTD	4,446.60
EFT29472	14/03/2014	NEVERFAIL SPRINGWATER	98.55
EFT29473	14/03/2014	NEVERFAIL SPRINGWATER LTD - COPPIN ROAD	31.60
EFT29474	14/03/2014	OPUS INTERNATIONAL CONSULTANTS (PCA) PTY LTD	3,671.25
EFT29475	14/03/2014	PERTH SECURITY SERVICES - MCW CORPORATION PTY LTD	692.16
EFT29476	14/03/2014	PITNEY BOWES CREDIT AUSTRALIA LTD	333.63
EFT29477	14/03/2014	PRUDENTIAL INVESTMENT SERVICES CORP P/L	2,475.00

Eastern Metropolitan Regional Council


**CEO's DELEGATED PAYMENTS LIST
FOR THE MONTH OF MARCH 2014**

Cheque /EFT No	Date	Payee	Amount
EFT29478	14/03/2014	SNAP BELMONT (BELSNAP PTY LTD)	789.30
EFT29479	14/03/2014	STAPLES AUSTRALIA LTD	778.38
EFT29480	14/03/2014	STEVENSON CONSULTING	2,189.00
EFT29481	14/03/2014	STRATEGEN ENVIRONMENTAL CONSULTANTS PTY LTD	1,536.98
EFT29482	14/03/2014	SWAN MEDICAL GROUP	45.00
EFT29483	14/03/2014	SWAN VALLEY CAFE	135.00
EFT29484	14/03/2014	SYNERGY	996.10
EFT29485	14/03/2014	TOTALLY WORKWEAR MIDLAND	42.42
EFT29486	14/03/2014	TRANEN PTY LTD	9,982.50
EFT29487	14/03/2014	WORK CLOBBER	354.00
EFT29488	14/03/2014	WORKPAC PTY LTD	5,153.30
EFT29489	18/03/2014	BATTERY WORLD	159.00
EFT29490	18/03/2014	BP AUSTRALIA LIMITED	100,548.02
EFT29491	18/03/2014	BP AUSTRALIA LIMITED	4,868.31
EFT29492	18/03/2014	CHANDLER MACLEOD GROUP	1,094.61
EFT29493	18/03/2014	CIRRENA PTY LTD T/A UNISON INTERACTIVE PTY LTD	1,480.00
EFT29494	18/03/2014	COMPU-STOR	718.78
EFT29495	18/03/2014	GRA EVERINGHAM PTY LTD	5,500.00
EFT29496	18/03/2014	HILLS FRESH	82.05
EFT29497	18/03/2014	KLB SYSTEMS	715.00
EFT29498	18/03/2014	LO-GO APPOINTMENTS	2,038.65
EFT29499	18/03/2014	LOCK, STOCK & FARRELL LOCKSMITH	623.00
EFT29500	18/03/2014	MAIL PLUS PERTH	323.40
EFT29501	18/03/2014	MJ & AR BAMFORD	21,821.80
EFT29502	18/03/2014	NEVILLE REFRIGERATION	803.00
EFT29503	18/03/2014	PAYG PAYMENTS	56,007.00
EFT29504	18/03/2014	PERTH AUDIOVISUAL	401.50
EFT29505	18/03/2014	PERTH SECURITY SERVICES - MCW CORPORATION PTY LTD	2,363.48
EFT29506	18/03/2014	SWAN MEDICAL GROUP	45.00
EFT29507	18/03/2014	TELSTRA	215.30
EFT29508	18/03/2014	THE ODOUR UNIT (WA) P/L	3,410.00
EFT29509	18/03/2014	UPPER REACH WINERY	243.60
EFT29510	18/03/2014	WELLDRIILL	46,310.00
EFT29511	18/03/2014	WORKFORCE INTERNATIONAL	2,287.71
EFT29512	21/03/2014	ABBOTT & CO PRINTERS	889.64
EFT29513	21/03/2014	ACCESS INDUSTRIAL TYRES PTY LTD	2,821.50
EFT29514	21/03/2014	ACTIVE ENVIRONMENTAL SOLUTIONS (HIRE) PTY LTD	720.50
EFT29515	21/03/2014	ADT SECURITY	217.25
EFT29516	21/03/2014	ANALYTICAL REFERENCE LABORATORY (ARL)	1,258.13
EFT29517	21/03/2014	ANCHOR PLUMBING AND GAS PTY LTD	8,186.21
EFT29518	21/03/2014	BADER LUBRICATION	1,306.31
EFT29519	21/03/2014	BEHAVIOUR MATTERS	2,870.00
EFT29520	21/03/2014	BOYA EQUIPMENT	30.92
EFT29521	21/03/2014	BUNNINGS BUILDING SUPPLIES PTY LTD	49.80
EFT29522	21/03/2014	C4 CONCEPTS PTY LTD	3,696.00
EFT29523	21/03/2014	CHEMCENTRE	15,135.12
EFT29524	21/03/2014	CHEVRON AUSTRALIA HOLDINGS PTY LTD	1,898.00
EFT29525	21/03/2014	CLEANSWEEP (WA) PTY LTD T/A CLEAN INDUSTRY ENVIRONMENTAL SOLUTIONS	1,268.30
EFT29526	21/03/2014	COMSYNC CONSULTING PTY LTD	2,574.00
EFT29527	21/03/2014	COVS PARTS PTY LTD	157.44
EFT29528	21/03/2014	CROMMELINS AUSTRALIA	45.76
EFT29529	21/03/2014	FLEXI STAFF PTY LTD	4,059.00
EFT29530	21/03/2014	INTEWORK INC	758.91

Eastern Metropolitan Regional Council


**CEO's DELEGATED PAYMENTS LIST
FOR THE MONTH OF MARCH 2014**

Cheque /EFT No	Date	Payee	Amount
EFT29531	21/03/2014	KOTT GUNNING LAWYERS	97.02
EFT29532	21/03/2014	MIDLAND TOYOTA (DVG)	693.02
EFT29533	21/03/2014	MUNDARING TYRE CENTRE	115.00
EFT29534	21/03/2014	NEVERFAIL SPRINGWATER	136.25
EFT29535	21/03/2014	NEVERFAIL SPRINGWATER LTD - HAZELMERE	114.95
EFT29536	21/03/2014	NEVERFAIL SPRINGWATER LTD - MATHIESON ROAD	30.30
EFT29537	21/03/2014	ODOUR CONTROL SYSTEMS INTERNATIONAL LTD	13,378.50
EFT29538	21/03/2014	OTIS ELEVATOR COMPANY PTY LTD	1,524.24
EFT29539	21/03/2014	PITNEY BOWES CREDIT AUSTRALIA LTD	333.63
EFT29540	21/03/2014	STAPLES AUSTRALIA LTD	352.02
EFT29541	21/03/2014	SYNERGY	26.25
EFT29542	21/03/2014	TOTALLY WORKWEAR MIDLAND	212.41
EFT29543	21/03/2014	UNIQUE WASTE MANAGEMENT SERVICES	473.00
EFT29544	21/03/2014	WELLDRILL	8,779.14
EFT29545	21/03/2014	WORKFORCE INTERNATIONAL	2,743.22
EFT29546	21/03/2014	WORKPAC PTY LTD	5,429.38
EFT29547	21/03/2014	WREN OIL	19.97
EFT29548	25/03/2014	ACCESS INDUSTRIAL TYRES PTY LTD	93.50
EFT29549	25/03/2014	ADAMS COACHLINES	105.00
EFT29550	25/03/2014	AIR FILTER DRY CLEAN SYSTEMS WA PTY LTD ATF AFDCS TRADING TRUST	133.10
EFT29551	25/03/2014	BEAUMONDE CATERING	3,379.86
EFT29552	25/03/2014	BOBCAT ATTACH	484.00
EFT29553	25/03/2014	BUNNINGS BUILDING SUPPLIES PTY LTD	38.74
EFT29554	25/03/2014	CABCHARGE	6.00
EFT29555	25/03/2014	CHANDLER MACLEOD GROUP	2,130.00
EFT29556	25/03/2014	CSE-COMSOURCE PTY LTD	1,045.00
EFT29557	25/03/2014	HILLS FRESH	64.48
EFT29558	25/03/2014	KONICA MINOLTA BUSINESS SOLUTIONS AUSTRALIA P/L	559.93
EFT29559	25/03/2014	LO-GO APPOINTMENTS	1,637.39
EFT29560	25/03/2014	M2 TECHNOLOGY	352.00
EFT29561	25/03/2014	MAJOR MOTORS PTY LTD	2,432.73
EFT29562	25/03/2014	MIDLAND CEMENT MATERIALS	121.00
EFT29563	25/03/2014	PERTH SECURITY SERVICES - MCW CORPORATION PTY LTD	2,430.97
EFT29564	25/03/2014	PIRTEK MIDLAND (R & K HYDRAULIC SOLUTIONS PTY LTD)	738.45
EFT29565	25/03/2014	RUDD INDUSTRIAL AND FARM SUPPLIES	264.90
EFT29566	25/03/2014	SNAP BELMONT (BELSNAP PTY LTD)	220.50
EFT29567	25/03/2014	STAPLES AUSTRALIA LTD	601.88
EFT29568	25/03/2014	TELSTRA	5,782.07
EFT29569	25/03/2014	TELSTRA	203.93
EFT29570	25/03/2014	TELSTRA	19.25
EFT29571	25/03/2014	VIA APPIA NETWORKING WA	129.00
EFT29572	25/03/2014	WORKFORCE INTERNATIONAL	1,154.01
EFT29573	28/03/2014	ACCESS INDUSTRIAL TYRES PTY LTD	760.65
EFT29574	28/03/2014	ADCORP	2,542.36
EFT29575	28/03/2014	ADT SECURITY	509.43
EFT29576	28/03/2014	AIRWELL GROUP PTY LTD	1,098.68
EFT29577	28/03/2014	ALCOLIZER PTY LTD	88.00
EFT29578	28/03/2014	AUSTRACLEAR LIMITED (ASX)	18.76
EFT29579	28/03/2014	AUSTRALIA POST - RED HILL	255.00
EFT29580	28/03/2014	AUSTRALIAN HVAC SERVICES	550.00
EFT29581	28/03/2014	B&J CATALANO PTY LTD	172,979.43
EFT29582	28/03/2014	BUNNINGS BUILDING SUPPLIES PTY LTD	295.25
EFT29583	28/03/2014	C & H SWEEPING	302.50

Eastern Metropolitan Regional Council


**CEO's DELEGATED PAYMENTS LIST
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Cheque /EFT No	Date	Payee	Amount
EFT29584	28/03/2014	CAPITAL TRANSPORT SERVICES (WA) PTY LTD	878.62
EFT29585	28/03/2014	CHIDLOW WATER CARRIERS	440.00
EFT29586	28/03/2014	COVS PARTS PTY LTD	487.47
EFT29587	28/03/2014	DELRON CLEANING PTY LTD	2,967.91
EFT29588	28/03/2014	ELAN ENERGY MANAGEMENT (TYRE RECYCLERS)	491.20
EFT29589	28/03/2014	ENERAQUE (SE POWER PTY LTD)	46,386.12
EFT29590	28/03/2014	FLEXI STAFF PTY LTD	5,168.46
EFT29591	28/03/2014	FUJI XEROX AUSTRALIA PTY LTD	540.65
EFT29592	28/03/2014	HOSECO (WA) PTY LTD	2,441.81
EFT29593	28/03/2014	ICLEI	3,300.00
EFT29594	28/03/2014	MIDWAY FORD (WA)	801.00
EFT29595	28/03/2014	MUNDARING CRANE TRUCK HIRE	220.00
EFT29596	28/03/2014	NEVERFAIL SPRINGWATER	90.75
EFT29597	28/03/2014	PENNANT HOUSE	743.60
EFT29598	28/03/2014	PERTH SECURITY SERVICES - MCW CORPORATION PTY LTD	1,309.00
EFT29599	28/03/2014	PETRO MIN ENGINEERS	2,200.00
EFT29600	28/03/2014	PIRTEK	324.58
EFT29601	28/03/2014	PRESTIGE ALARMS	291.50
EFT29602	28/03/2014	SHIRE OF MUNDARING	3,850.00
EFT29603	28/03/2014	SIGN SUPERMARKET	50.00
EFT29604	28/03/2014	STAPLES AUSTRALIA LTD	636.82
EFT29605	28/03/2014	SYNERGY	28.30
EFT29606	28/03/2014	TERRI-ANN ASHTON	266.93
EFT29607	28/03/2014	TUTT BRYANT EQUIPMENT (BT EQUIPMENT PTY LTD)	3,373.95
EFT29608	28/03/2014	WORK CLOBBER	415.00
EFT29609	28/03/2014	WORKPAC PTY LTD	4,985.63
EFT29610	28/03/2014	WALGS PLAN	61,675.23
219822	04/03/2014	DEPARTMENT OF TRANSPORT - BULK BILLING	104.35
219823	05/03/2014	AMP LIFE LTD	1,340.00
219824	05/03/2014	AMP SUPER LEADER	868.58
219825	05/03/2014	AUSTRALIAN SUPER	2,943.43
219826	05/03/2014	BT BUSINESS SUPER	902.50
219827	05/03/2014	BT LIFETIME - PERSONAL SUPER	463.93
219828	05/03/2014	BT SUPER FOR LIFE	330.88
219829	05/03/2014	CBUS INDUSTRY SUPER	501.03
219830	05/03/2014	COLONIAL FIRST STATE	462.96
219831	05/03/2014	KINETIC SUPERANNUATION	270.37
219832	05/03/2014	MTAA SUPERANNUATION FUND	384.54
219833	05/03/2014	NORTH PERSONAL SUPERANNUATION	1,711.86
219834	05/03/2014	NORWICH UNION LIFE INSURANCE SOCIETY	551.85
219835	05/03/2014	ONEPATH LIFE LTD	325.50
219836	05/03/2014	RETAIL EMPLOYEES SUPERANNUATION TRUST	722.49
219837	05/03/2014	TELSTRA SUPER	317.76
219838	05/03/2014	UNISUPER	288.24
219839	05/03/2014	VIRGIN MONEY SUPER	68.64
219840	05/03/2014	ZURICH AUSTRALIAN SUPERANNUATION	536.42
219841	07/03/2014	EMRC PETTY CASH - BELMONT	402.75
219842	07/03/2014	EMRC PETTY CASH - REDHILL	60.55
219843	14/03/2014	EMRC PETTY CASH - REDHILL	222.45
219844	18/03/2014	EMRC PETTY CASH - REDHILL	100.00
219845	26/03/2014	WBC - CORPORATE MASTER CARD - D AMEDURI	6,000.00
219846	28/03/2014	AMP LIFE LTD	1,340.00
219847	28/03/2014	AMP SUPER LEADER	854.25
219848	28/03/2014	AUSTRALIAN SUPER	2,971.01

Eastern Metropolitan Regional Council


**CEO's DELEGATED PAYMENTS LIST
FOR THE MONTH OF MARCH 2014**

Cheque /EFT			
No	Date	Payee	Amount
219849	28/03/2014	BT BUSINESS SUPER	912.31
219850	28/03/2014	BT LIFETIME - PERSONAL SUPER	454.96
219851	28/03/2014	BT SUPER FOR LIFE	330.88
219852	28/03/2014	CBUS INDUSTRY SUPER	525.14
219853	28/03/2014	COLONIAL FIRST STATE	462.96
219854	28/03/2014	KINETIC SUPERANNUATION	284.60
219855	28/03/2014	MTAA SUPERANNUATION FUND	382.42
219856	28/03/2014	NORTH PERSONAL SUPERANNUATION	1,290.09
219857	28/03/2014	NORWICH UNION LIFE INSURANCE SOCIETY	546.51
219858	28/03/2014	ONEPATH LIFE LTD	349.92
219859	28/03/2014	RETAIL EMPLOYEES SUPERANNUATION TRUST	723.44
219860	28/03/2014	TELSTRA SUPER	317.76
219861	28/03/2014	UNISUPER	127.16
219862	28/03/2014	VIRGIN MONEY SUPER	64.96
219863	28/03/2014	ZURICH AUSTRALIAN SUPERANNUATION	493.32
219864	31/03/2014	EMRC PETTY CASH - BELMONT	300.00
219865	31/03/2014	EMRC PETTY CASH - HAZELMERE	99.65
790	21/03/2014	WESTPAC BANKING CORPORATION	1,000,000.00
791	28/03/2014	WBC - CORPORATE MASTER CARD - D AMEDURI	662.71
792	28/03/2014	WBC - CORPORATE MASTER CARD - MARILYNN HORGAN	9.25
793	28/03/2014	WBC - CORPORATE MASTER CARD - S FITZPATRICK	162.89
794	28/03/2014	WBC - CORPORATE MASTER CARD - T ECKSTEIN	154.95
795	28/03/2014	WBC - CORPORATE MASTERCARD - H LIEW	910.27
PAY 2014-1911/03/2014		PAYROLL FE 11/3/14	188,745.19
PAY 2014-2025/03/2014		PAYROLL FE 25/3/14	190,345.84
1*MAR14	03/03/2014	BANK CHARGES 1554 - 1558	1,822.21
SUB TOTAL			<u>2,461,159.82</u>
LESS CANCELLED CHEQUES & EFTs			
EFT29524	21/03/2014	CHEVRON AUSTRALIA HOLDINGS PTY LTD	-1,898.00
EFT29600	28/03/2014	PIRTEK	-324.58
SUB TOTAL			<u>-2,222.58</u>
TOTAL			<u>2,458,937.24</u>

REPORT TOTALS**TOTAL**

Bank Code	Bank Name	
1	EMRC - Municipal Fund	2,458,937.24
TOTAL		2,458,937.24



14.2 FINANCIAL REPORT FOR PERIOD ENDED 28 FEBRUARY 2014

REFERENCE: D2014/002978

PURPOSE OF REPORT

The purpose of this report is to provide Council with an overview of the Eastern Metropolitan Regional Council's (EMRC's) financial performance for the period ended 28 February 2014.

KEY ISSUES AND RECOMMENDATION(S)

- Significant year to date budget variances greater than 10% or \$10,000, whichever is the greater, within each nature and type category on the Statement of Financial Activity as at 28 February 2014 have been identified and are reported on in the body of the report.

Recommendation(s)

That Council receives the Statement of Comprehensive Income, Capital Expenditure Statement, Statement of Financial Position, Statement of Cash and Investments and the Investment Report for the period ended 28 February 2014.

SOURCE OF REPORT

Director Corporate Services
Manager Financial Services

BACKGROUND

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

The 2013/2014 Budget was presented in a format that separated operating income and expenditure from other revenue and expenses to provide improved disclosure of Council's underlying operating result.

The financial summaries attached to this report provide an overview of year to date budget performance for operating activities and capital works.

As a result of the City of Stirling ceasing disposal of its tonnages at Red Hill Waste Management Facility from the beginning of August 2013, an initial budget / forecast review was undertaken during August 2013 and has been reflected in the financial reports since August 2013.

Subsequent forecast reviews were undertaken in November 2013 and January 2014 with the updated forecasts being reflected in the financial reports.

A Statement of Financial Position is also provided with year to date actual balances compared with budget provisions and end of year forecasts for all balance sheet items.

REPORT

Outlined below are financial statements for the period ended 28 February 2014. Where possible the year to date monthly budget allocations have been reviewed in order to match the appropriate timing for the various projects budgeted to be undertaken. This will provide a better comparison between the year to date actual and year to date budget figures.



Item 14.2 continued

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

The year to date operating result from normal activities as at 28 February 2014 is an unfavourable variance of \$135,965 (3.37%) against budget. The following information is provided on key aspects of Council's end of year financial performance:

<u>Operating Income</u>	<i>Year to Date</i>	An unfavourable variance of \$5,601,511 (19.20%).
	<i>End of Year Forecast</i>	An unfavourable variance of \$7,653,051 (17.43%).

Operating Income variances previously reported to Council:

1. Year to date User Charges of \$20,435,781 is \$5,533,367 (21.31%) below the year to date budget of \$25,969,148. This is due to the City of Stirling ceasing disposing of their tonnages at Red Hill with effect from 5 August 2013 with only 10,553 tonnes of the budgeted 100,000 tonnes for the 2013/2014 financial year having been received. This was subject to a report (Ref: DMDOC/185229) submitted to Council at its meeting held on 19 September 2013.

As a result the full year User Charges has been forecast to be below the budget of \$38,874,520 by \$7,387,613 (19.00%).

2. The full year forecast for Contributions is below the annual budget by \$77,129 (10.64%) and is attributable to income for Environmental consulting services (\$16,744 forecast compared to a budget provision of \$30,000) and for Environmental Services future projects (\$30,000 forecast compared to a budget provision of \$90,000). This is as a result of member Councils not fully participating in proposed projects. This reduction however is offset by additional Environmental Services grant funds forecast to be received by year end.
3. The full year forecast for Operating Grants is above the budget by \$170,500 (16.78%). This is attributable to the timing of the Community Energy Efficiency Program (CEEP) which has been forecast to receive an additional \$258,000 brought forward from 2014/2015. This is offset by a forecast reduction of \$62,500 in grant funds for the Eastern Hills Catchment Management Programme (EHCMP) due to an unsuccessful application by Perth Region NRM for "Caring for Country" grant funding.
4. Interest on Municipal Cash Investments is \$267,690 (144.29%) above the year to date budget of \$185,528 as a result of the low level of operating and capital expenditure to date together with a higher interest rate of 4.12% received to date compared to the budgeted rate of 3.70%.

The full year forecast for Interest on Municipal Funds is above the annual budget by \$131,697 (47.32%). This is a result of the forecast lower level of operating and capital expenditure to year end together with a higher average interest rate forecast for the year (4.02%) compared to the budgeted rate of 3.70%.

5. Year to date Other income of \$845,521 is \$283,211 (25.09%) below the year to date budget of \$1,128,732. This is due to the lower than budgeted sales of mattress products totalling \$2,827 compared to a year to date budget of \$266,664. As there is no market for the mattress steel in its current form, it is being stockpiled while more work is undertaken to maximise the return to the EMRC.

The full year forecast for Other Income of \$1,239,364 is \$520,040 (29.56%) below the budget of \$1,759,404. This is mainly due to the lower than budgeted sales of mattress products forecast to be \$50,000 compared to the budget provision of \$400,000.



Item 14.2 continued

Also contributing to the variances are a reduction in income for the sale of products relating to the Lime Amended Bio-Clay project due to delays by the Water Corporation (\$5,396 year to date actual compared to \$85,512 year to date budget; \$10,000 forecast compared to a budget provision of \$128,271). As a result of EMRC operational imperatives this project is ceasing and is subject to a separate report (D2014/02066) tabled with the Technical Advisory Committee (TAC) at its March 2014 Meeting .

There were no further significant Operating Income variances as at 28 February 2014.

<u>Operating Expenditure</u>	<i>Year to Date</i>	A favourable variance of \$5,465,546 (21.74%).
	<i>End of Year Forecast</i>	A favourable variance of \$4,902,008 (12.88%).

Operating Expenditure variances previously reported to Council:

1. Year to date Salary Expenses of \$4,842,954 is \$1,540,840 (21.14%) lower than the year to date budget of \$6,383,794. Following a review of the budget, full year Salary Expenses has been forecast to be below the budget of \$9,801,805 by \$1,950,852 (19.90%). The variances are attributable to unfilled positions as well as lower overtime costs compared to budget.
2. Year to date Contract Expenses of \$2,266,745 is \$2,114,209 (48.26%) below the year to date budget of \$4,380,954 due predominantly to the timing of various projects from different business units. Major variances from the Waste Services directorate include:
 - Remove and Crush Lateritic Caprock - \$393,774;
 - Rehabilitate Class III Cells - Red Hill Landfill Facility - \$285,065;
 - Undertake Engineering/Waste Management Special Projects (Regional Funding Program) - \$258,664;
 - Monitor Environmental Impacts - Red Hill and Hazelmere Sites - \$119,450;
 - Operate and Maintain Class III Cells - \$109,549;
 - Construct and Maintain Perimeter Bunds - \$83,328;
 - Manage Greenwaste Mulching - \$73,555;
 - Operate and Maintain Stormwater System - Red Hill Landfill Facility - \$71,432; and
 - Rehabilitate Class IV Cells - Red Hill Landfill Facility - \$51,953.

Other projects where the year to date expenditures are lower than expected compared to the year to date budget for various directorates/business units are: Corporate Services activities (\$328,274), Regional Development projects (\$265,544) and Environmental Services projects (\$90,564).

3. Year to date Material Expenses of \$424,238 is \$295,394 (41.05%) below the year to date budget of \$719,632. The variances relate to various Corporate Services activities (\$97,182), Regional Development projects (\$25,969) and Environmental Services projects (\$10,566). Other projects from Waste Services activities contribute a further \$161,251 to the variance.
 4. Full year Utility Expenses of \$297,128 is forecast to be \$31,592 (11.90%) above the budget of \$265,536. The variance is attributable to additional electricity expenses incurred at the Hazelmere site including additional costs associated with an increase in utilisation of the grinder.
 5. The full year forecast for Depreciation Expenses is forecast to be \$767,879 (11.96%) below the budget of \$6,420,134. This is attributable to lower than budgeted usage of Class III airspace consumed as a result of the reduced tonnages from the City of Stirling as outlined earlier in this report.
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Item 14.2 continued

6. Year to date Miscellaneous Expenses of \$6,773,866 is \$1,854,123 (21.49%) below the year to date budget of \$8,627,989. This variance is attributable to a lower than budgeted Landfill Levy payable (\$1,324,345) and a lower Carbon Price Expense Provision (\$292,824) as a result of the reduced tonnages from the City of Stirling.

Consequently, the full year Miscellaneous Expenses of \$10,632,890 has been forecast to be \$2,336,768 (18.02%) below the budget of \$12,969,658. This variance is attributable to a lower than budgeted Landfill Levy payable (\$1,902,459) and a lower Carbon Price Expense Provision (\$416,907).

7. Year to date Provision Expenses of \$36,397 is \$19,551 (34.94%) below the year to date budget of \$55,948. The full year Provision Expenses of \$84,231 is forecast to be \$27,664 (24.72%) below the budget of \$111,895.

This is due to a reduction in the site rehabilitation provision expenditure resulting from the reduced tonnages from the City of Stirling.

8. Year to date Costs Allocated of \$191,376 is \$92,271 (32.53%) below the year to date budget provisions of \$283,647. Full year Costs Allocated of \$266,543 has been forecast to be \$157,908 (37.20%) below the budget of \$424,451.

This is due to the lower than budgeted level of plant utilisation on capital works projects as a result of reduced capital expenditure levels.

There were no further significant Operating Expenditure variances as at 28 February 2014.

*Other Revenues and Expenses (Net)	<i>Year to Date</i>	An unfavourable variance of \$298,409 (7.59%).
	<i>End of Year Forecast</i>	An unfavourable variance of \$590,628 (9.70%).

Other Revenues and Expenses variances previously reported to Council:

1. Year to date Secondary Waste Charge is \$673,293 (17.59%) below the year to date budget of \$3,828,702 whilst the full year forecast of \$5,039,870 is \$650,857 (11.44%) below the budget of \$5,690,727. The variances are attributable to the reduced tonnages from the City of Stirling.
2. Year to date Proceeds from Sale of Assets is \$61,461 (40.11%) below the year to date budget of \$153,234. The full year forecast for the Proceeds from Sale of Assets is \$108,988 (15.04%) below the budget of \$724,614. This is due to the timing of vehicles budgeted for change over during the current financial year. Based on current usage figures it is expected that there will be less change over this year than originally budgeted. There is a corresponding reduction in the full year expenditure, Carrying Amount of Assets Disposed of totalling, \$104,464 to offset this.
3. Year to date Salary Expenses is \$81,951 (41.03%) below the year to date budget of \$199,757. The full year Salary Expenses is \$96,740 (30.52%) below the budget of \$316,956.

The lower salary expenditure relates to the promotion of the Manager Project Development to the role of Director Waste Services in the first half of 2013/2014 with the former position yet to be recruited for.

4. Year to date Contract Expenses is \$205,160 (41.11%) below the year to date budget of \$499,109. The full year Contract Expenses of \$834,980 is forecast to be \$80,350 (10.65%) above the budget of \$754,630.

The variance is due to the timing of the Resource Recovery Project and the consultancy expenditure.



Item 14.2 continued

5. Year to date Miscellaneous Expenses is \$27,654 (70.34%) below the year to date budget of \$39,312. The variance relates to the timing of Resource Recovery Project consultancy contracts.

Consequently the full year Miscellaneous Expenses of \$36,413 is forecast to be \$22,700 (38.40%) below the budget of \$59,113.

6. Year to date Carrying Amount of Assets Disposed Of is \$58,498 (39.27%) below the year to date budget of \$148,964. The full year forecast for Carrying Amount of Assets Disposed Of is \$104,464 (23.17%) below the budget of \$450,859. This relates specifically to the timing of vehicles budgeted for change over during the 2013/2014 financial year that have not as yet attained the specified criteria for change over. This is offset by a reduction of \$108,988 in the Proceeds from Sale of Assets.

There were no further significant Other Revenues and Expenses variances as at 28 February 2014.

Capital Expenditure Statement (refer Attachment 2)

<u>Capital Expenditure</u>	<i>Year to Date</i>	A favourable variance of \$7,200,207.
	<i>End of Year Forecast</i>	A favourable variance of \$4,723,777.

Capital Expenditure variances:

A favourable variance of \$7,200,207 exists as at 28 February 2014 when compared to the year to date budget provision of \$8,170,496. The year to date budget provisions are used as a guide only as expenditure of a capital nature is undertaken as and when required.

Major capital expenditures to 28 February 2014 include:

- Purchase Information Technology & Communication Equipment - \$206,524;
- Contract Payment - Resource Recovery Park Pyrolysis Plant - \$165,886;
- Purchase/Replace Minor Plant & Equipment - Red Hill Waste Management Facility - \$122,529;
- Construct Class III Cell - Farm Stage 3 - Red Hill Landfill Facility - \$98,664;
- Purchase / Replace Vehicles - Ascot Place - \$79,558;
- Purchase / Replace Vehicles - Red Hill Landfill Facility - \$48,023;
- Leachate Project - Red Hill Landfill Facility - \$34,452;
- Refurbish Plant - Red Hill Landfill Facility - \$32,440;
- Construct Litter Fence - Red Hill Farm - \$27,198;
- Purchase / Replace Plant - Hazelmere - \$27,138;
- Construct Waste Management Facility buildings - Red Hill Landfill Facility - \$24,761; and
- Purchase / Replace Plant - Red Hill Facility - \$24,354.

As a result of the City of Stirling ceasing disposal of its tonnages at the Red Hill Waste Management Facility, a review was undertaken of the Capital Expenditure budget in September 2013. This resulted in \$2,155,675 (13.93%) of Capital Expenditure being deferred and carried forward.



Item 14.2 continued

A further review has been undertaken as part of the half year budget review. It was established overall that the approval process with DER in obtaining a clearing permit for Farmstage 3 landfill cell has been increasingly protracted. As a result of the continual delay outside of the EMRC's control, it has now been decided to construct the Class III - Stage 15 cell in an area alongside the Stage 14 cell. Whilst the permits are still being sought for the Farm Stage 3 cell, works are able to commence on Stage 15 without delays. This has resulted in a budget forecast reduction of \$3,215,000 for the construction of Class III Cell - Stage 14 and a forecast increase of \$1,600,000 for Class III Cell - Stage 15. The variance has been carried forward to the 2014/2015 financial year.

In addition to the \$2,155,675 identified in September 2013, another \$2,568,102 of capital expenditure including the cell construction is being deferred and carried forward. The impact is an overall reduction in the 2013/2014 Capital Expenditure budget total of \$15,471,081 to a forecast of \$10,747,304, as outlined in the Half Year Budget Review 2013/2014, contained within the March 2014 Audit Committee Minutes.

Full Year significant reductions to capital budgets include the following:

- Construct Class III Cell - Stage 14 - \$3,215,000;
- Purchase / Replace Plant - Red Hill Landfill Facility - \$1,061,000;
- Purchase / Replace Plant - Hazelmere - \$865,000;
- Construct and Commission Resource Recovery Park Site Infrastructure - \$750,000;
- Construct and Commission Resource Recovery Park C & I Building - \$450,000;
- Construct access road to Lots 8,9 &10 - Red Hill Landfill Facility - \$375,000;
- Relocate Greenwaste Processing area - \$350,000;
- Purchase Information Technology & Communication Equipment - \$314,500;
- Construct Roads / Carparks - \$250,000;
- Construct and Commission Resource Recovery Park Pyrolysis Building - \$250,000;
- Purchase Vehicles - Ascot Place - \$227,514;
- Construct Hardstand and Road - Hazelmere - \$202,175;
- Construct Siltation Ponds 10 - Red Hill Landfill Facility - \$190,000;
- Construct Class III Leachate Pond 10 - Red Hill Landfill Facility - \$180,000;
- Construct and Commission Resource Recovery Park weighbridges - \$150,000;
- Construct Nutrient Stripping Pond - \$110,500;
- Construct and Commission Resource Recovery Park C & I Building - Plant & Equipment - \$100,000;
- Construct Perimeter Fencing - \$100,000; and
- Purchase / Replace Security System - Red Hill Landfill Facility - \$100,000.

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

- Resource Recovery Park Pyrolysis plant contract payments - \$2,370,378;
- Construct Class III Cell - Stage 15 - \$1,600,000;
- Construct Class III Cell - Farm Stage 2 - \$350,000;
- Construct Class III Cell - Farm Stage 3 - \$100,000; and
- Construct Class III Landfill Cell - Red Hill Farm Stage 1 Batter - \$400,000.

The Resource Recovery Park Pyrolysis plant contract payments were previously approved by Council at its September 2013 meeting (DMDOC/183037).



Item 14.2 continued

Statement of Financial Position (refer Attachment 3)

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

It has been forecast that Total Equity as at 30 June 2014 will be below the original budget of \$104,540,334 by \$3,341,671.

Statement of Cash and Investments (refer Attachment 4)

The level of cash and investments in the Municipal fund as at 28 February 2014 is \$21,237,165 and Restricted Assets amount to \$42,821,902. This figure is net of cumulative unrealised losses of \$601,485 which has been provided for in this amount.

The net movement for the month is an increase of \$1,677,754.

Investment Report (refer Attachment 5)

Term deposits which matured in the month of February 2014 were reinvested into further term deposits together with additional surplus funds.

During February 2014 the EMRC received advice that Standard & Poor's (S&P) has recently downgraded the short term credit rating of ING Bank (Australia) Ltd, from A1 to A2.

Currently the EMRC hold \$11,000,000 in term deposits with ING (18.30% of the total investment portfolio) with maturity dates ranging from April 2014 to August 2014. At the time of the investments, the short term rating of the bank was A1. The EMRC Investment Policy does not provide for investments to be placed with an Authorised Deposit-taking Institution (ADI) with a credit rating below A1. As the investments will be maturing in the next four months, it is recommended that the investments be allowed to mature without making an early withdrawal and incurring penalties. Upon maturity of each term deposit, funds will be reallocated from ING Bank (Australia) Ltd to other approved institutions in order to ensure compliance with the EMRC's Investment Policy.

STRATEGIC/POLICY IMPLICATIONS

Key Result Area 4 - Good Governance

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

FINANCIAL IMPLICATIONS

As outlined within the report and attachments.

SUSTAINABILITY IMPLICATIONS

Nil

ATTACHMENT(S)

1. Statement of Comprehensive Income by Nature and Type (Ref: D2014/03475)
 2. Capital Expenditure Statement (Ref: D2014/03476)
 3. Statement of Financial Position (Ref: D2014/03477)
 4. Statement of Cash and Investments (Ref: D2014/03478)
 5. Investment Report (Ref: D2014/03479)
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Item 14.2 continued

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION(S)

That Council receives the Statement of Comprehensive Income, Capital Expenditure Statement, Statement of Financial Position, Statement of Cash and Investments and the Investment Report for the period ended 28 February 2014.

COUNCIL RESOLUTION(S)

MOVED CR WOLFF

SECONDED CR ANDERTON

THAT COUNCIL RECEIVES THE STATEMENT OF COMPREHENSIVE INCOME, CAPITAL EXPENDITURE STATEMENT, STATEMENT OF FINANCIAL POSITION, STATEMENT OF CASH AND INVESTMENTS AND THE INVESTMENT REPORT FOR THE PERIOD ENDED 28 FEBRUARY 2014.

CARRIED UNANIMOUSLY



STATEMENT OF COMPREHENSIVE INCOME

Nature and Type

Year to Date

FEBRUARY 2014

Full Year

Actual

Budget

Variance

Forecast

Budget

Variance

Operating Income

\$20,435,781	\$25,969,148	(\$5,533,367)	(U)	User Charges	\$31,486,907	\$38,874,520	(\$7,387,613)	(U)
\$248,625	\$245,145	\$3,480	(F)	Special Charges	\$385,080	\$362,143	\$22,937	(F)
\$594,895	\$626,558	(\$31,663)	(U)	Contributions	\$647,517	\$724,646	(\$77,129)	(U)
\$443,674	\$463,800	(\$20,126)	(U)	Operating Grants	\$1,186,300	\$1,015,800	\$170,500	(F)
\$453,218	\$185,528	\$267,690	(F)	Interest Municipal Cash Investments	\$410,000	\$278,303	\$131,697	(F)
\$555,688	\$560,002	(\$4,314)	(U)	Reimbursements	\$893,164	\$886,567	\$6,597	(F)
\$845,521	\$1,128,732	(\$283,211)	(U)	Other	\$1,239,364	\$1,759,404	(\$520,040)	(U)
\$23,577,402	\$29,178,913	(\$5,601,511)	(U)	Total Operating Income	\$36,248,332	\$43,901,383	(\$7,653,051)	(U)

Operating Expenditure

\$4,842,954	\$6,383,794	\$1,540,840	(F)	Salary Expenses	\$7,850,953	\$9,801,805	\$1,950,852	(F)
\$2,266,745	\$4,380,954	\$2,114,209	(F)	Contract Expenses	\$6,629,853	\$6,608,817	(\$21,036)	(U)
\$424,238	\$719,632	\$295,394	(F)	Material Expenses	\$1,139,931	\$1,146,270	\$6,339	(F)
\$194,693	\$178,002	(\$16,691)	(U)	Utility Expenses	\$297,128	\$265,536	(\$31,592)	(U)
\$576,959	\$563,096	(\$13,863)	(U)	Fuel Expenses	\$814,474	\$844,764	\$30,290	(F)
\$14,519	\$13,776	(\$743)	(U)	Finance Fees and Interest Expenses	\$20,683	\$20,683	\$0	(F)
\$236,628	\$219,860	(\$16,768)	(U)	Insurance Expenses	\$288,278	\$281,030	(\$7,248)	(U)
\$4,498,091	\$4,279,856	(\$218,235)	(U)	Depreciation Expenses	\$5,652,255	\$6,420,134	\$767,879	(F)
\$6,773,866	\$8,627,989	\$1,854,123	(F)	Miscellaneous Expenses	\$10,632,890	\$12,969,658	\$2,336,768	(F)
\$36,397	\$55,948	\$19,551	(F)	Provision Expenses	\$84,231	\$111,895	\$27,664	(F)
(\$191,376)	(\$283,647)	(\$92,271)	(U)	Costs Allocated	(\$266,543)	(\$424,451)	(\$157,908)	(U)
\$19,673,714	\$25,139,260	\$5,465,546	(F)	Total Operating Expenditure	\$33,144,133	\$38,046,141	\$4,902,008	(F)

\$3,903,688	\$4,039,653	(\$135,965)	(U)	OPERATING RESULT FROM NORMAL ACTIVITIES	\$3,104,199	\$5,855,242	(\$2,751,043)	(U)
Surplus	Surplus				Surplus	Surplus		

Notes:

1. User Charges - include member Councils and casual users pertaining to waste, risk management and environmental services fees and charges;
2. Special Charges - Waste Education Levy;
3. Contributions - member Councils' contributions to projects and services;
4. Operating Grants - grant income predominantly from government agencies; and
5. Miscellaneous Expenses - includes the Landfill Levy expense of \$4,888,823 as at 28 February 2014.

Operating Income and Expenditure relates to the ordinary operations of the organisation.

Other Revenues and Expenses relates to the Resource Recovery Project, interest from cash reserves and disposal of assets.

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



STATEMENT OF COMPREHENSIVE INCOME

Nature and Type

FEBRUARY 2014

Year to Date			Full Year					
Actual	Budget	Variance		Forecast	Budget	Variance		
Other Revenues								
\$3,155,409	\$3,828,702	(\$673,293)	(U)	Secondary Waste Charge	\$5,039,870	\$5,690,727	(\$650,857)	(U)
\$0	\$0	\$0	(F)	Operating Grants	\$0	\$0	\$0	(F)
\$1,101,085	\$1,031,840	\$69,245	(F)	Interest Restricted Cash Investments	\$1,573,849	\$1,547,814	\$26,035	(F)
\$1,479	\$1,440	\$39	(F)	Reimbursements	\$2,169	\$2,169	\$0	(F)
\$91,773	\$153,234	(\$61,461)	(U)	Proceeds from Sale of Assets	\$615,626	\$724,614	(\$108,988)	(U)
\$4,349,746	\$5,015,216	(\$665,470)	(U)	Total Other Revenues	\$7,231,514	\$7,965,324	(\$733,810)	(U)
Other Expenses								
\$117,806	\$199,757	\$81,951	(F)	Salary Expenses	\$220,216	\$316,956	\$96,740	(F)
\$293,949	\$499,109	\$205,160	(F)	Contract Expenses	\$834,980	\$754,630	(\$80,350)	(U)
\$5,046	\$9,640	\$4,594	(F)	Material Expenses	\$14,850	\$14,550	(\$300)	(U)
\$1,468	\$1,664	\$196	(F)	Utility Expenses	\$2,500	\$2,500	\$0	(F)
\$981	\$912	(\$69)	(U)	Insurance Expenses	\$1,375	\$1,375	\$0	(F)
\$6,959	\$8,008	\$1,049	(F)	Depreciation Expenses	\$10,534	\$12,020	\$1,486	(F)
\$11,658	\$39,312	\$27,654	(F)	Miscellaneous Expenses	\$36,413	\$59,113	\$22,700	(F)
\$90,466	\$148,964	\$58,498	(F)	Carrying Amount of Assets Disposed Of	\$346,395	\$450,859	\$104,464	(F)
\$188,379	\$176,407	(\$11,972)	(U)	Costs Allocated	\$266,009	\$264,451	(\$1,558)	(U)
\$716,712	\$1,083,773	\$367,061	(F)	Total Other Expenses	\$1,733,272	\$1,876,454	\$143,182	(F)
Realised/Unrealised (Gain)/Loss From Change in Fair Value of Investments								
\$0	\$0	\$0	(F)	Unrealised (Gain)/Loss	\$0	\$0	\$0	(F)
\$0	\$0	\$0	(F)	Realised (Gain)/Loss	\$0	\$0	\$0	(F)
\$0	\$0	\$0	(F)	Total (Gain)/Loss from change in Fair Value of Investments	\$0	\$0	\$0	(F)
Revaluation of Assets								
\$0	\$0	\$0	(F)	Revaluation of Assets	\$0	\$0	\$0	(F)
\$0	\$0	\$0	(F)	Total Revaluation of Assets	\$0	\$0	\$0	(F)
\$3,633,034	\$3,931,443	(\$298,409)	(U)	OPERATING RESULT FROM OTHER ACTIVITIES	\$5,498,242	\$6,088,870	(\$590,628)	(U)
Surplus	Surplus				Surplus	Surplus		
\$7,536,722	\$7,971,096	(\$434,374)	(F)	CHANGE IN NET ASSETS FROM OPERATIONS	\$8,602,441	\$11,944,112	(\$3,341,671)	(U)
Surplus	Surplus				Surplus	Surplus		



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CAPITAL EXPENDITURE STATEMENT

FEBRUARY 2014

Year to Date						Full Year			
Actual	Budget	Variance		On Order	(F) = Favourable variation (U) = Unfavourable variation	Forecast	Budget	Variance	
Governance and Corporate Services									
\$79,558	\$253,616	\$174,058	(F)	\$71,896	Purchase Vehicles - Ascot Place (24440/00)	\$152,915	\$380,429	\$227,514	(F)
\$539	\$20,496	\$19,957	(F)	\$1,140	Purchase Furniture Fittings & Equipment - Corporate Services (24510/01)	\$30,750	\$30,750	\$0	(F)
\$206,524	\$599,232	\$392,709	(F)	\$0	Purchase Information Technology & Communication Equipment (24550/00)	\$584,350	\$898,850	\$314,500	(F)
\$0	\$20,000	\$20,000	(F)	\$0	Purchase Art Works (24620/00)	\$30,000	\$30,000	\$0	(F)
\$0	\$11,664	\$11,664	(F)	\$0	Capital Improvement Administration Building - Ascot Place (25240/01)	\$17,500	\$17,500	\$0	(F)
\$0	\$2,424	\$2,424	(F)	\$1,741	Upgrade Security Equipment - Ascot Place (25530/01)	\$3,639	\$3,639	\$0	(F)
\$286,620	\$907,432	\$620,812	(F)	\$74,777		\$819,154	\$1,361,168	\$542,014	(F)



CAPITAL EXPENDITURE STATEMENT

FEBRUARY 2014

Year to Date				Full Year		
Actual	Budget	Variance		Forecast	Budget	Variance

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

Environmental Services

\$0	\$1,000	\$1,000	(F)	\$0	Purchase Office Equipment - Environmental Services (24510/05)	\$1,000	\$1,500	\$500	(F)
\$0	\$1,000	\$1,000	(F)	\$0	Purchase Office Furniture and Fittings - Environmental Services (24610/05)	\$1,500	\$1,500	\$0	(F)
\$0	\$2,000	\$2,000	(F)	\$0		\$2,500	\$3,000	\$500	(F)

Regional Development

\$0	\$664	\$664	(F)	\$0	Purchase Office Equipment - Regional Development (24510/04)	\$1,000	\$1,000	\$0	(F)
\$0	\$664	\$664	(F)	\$0	Purchase Office Furniture and Fittings - Regional Development (24610/04)	\$1,000	\$1,000	\$0	(F)
\$0	\$1,328	\$1,328	(F)	\$0		\$2,000	\$2,000	\$0	(F)

Risk Management

\$0	\$328	\$328	(F)	\$0	Purchase Office Equipment - Risk Management (24510/06)	\$500	\$500	\$0	(F)
\$0	\$328	\$328	(F)	\$0	Purchase Office Furniture and Fittings - Risk Management (24610/06)	\$500	\$500	\$0	(F)
\$0	\$656	\$656	(F)	\$0		\$1,000	\$1,000	\$0	(F)

Resource Recovery

\$0	\$20,000	\$20,000	(F)	\$0	Resource Recovery Park - Land (24150/05)	\$30,000	\$30,000	\$0	(F)
\$0	\$333,328	\$333,328	(F)	\$0	Construct and Commission Resource Recovery Park - C & I Building (24259/04)	\$50,000	\$500,000	\$450,000	(F)



CAPITAL EXPENDITURE STATEMENT

FEBRUARY 2014

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

Resource Recovery

\$0	\$166,664	\$166,664	(F)	\$0	Construct and Commission Resource Recovery Park - Pyrolysis Building (24259/05)	\$0	\$250,000	\$250,000	(F)
\$0	\$6,664	\$6,664	(F)	\$0	Construct and Commission Resource Recovery Park - Community Transfer Station (24259/06)	\$10,000	\$10,000	\$0	(F)
\$10,890	\$33,328	\$22,438	(F)	\$0	Construct and Commission Resource Recovery Park - MRF (24259/09)	\$50,000	\$50,000	\$0	(F)
\$0	\$100,000	\$100,000	(F)	\$0	Construct and Commission Resource Recovery Park - Weighbridges (x2) (24392/02)	\$0	\$150,000	\$150,000	(F)
\$0	\$699,992	\$699,992	(F)	\$0	Construct and Commission Resource Recovery Park - Site Infrastructure (24399/01)	\$300,000	\$1,050,000	\$750,000	(F)
\$165,886	\$666,664	\$500,778	(F)	\$0	Purchase Resource Recovery Park Pyrolysis - Plant & Equipment (24410/03)	\$3,370,378	\$1,000,000	(\$2,370,378)	(U)
\$0	\$66,664	\$66,664	(F)	\$0	Purchase Resource Recovery Park C & I Building - Plant & Equipment (24410/04)	\$0	\$100,000	\$100,000	(F)
\$0	\$664	\$664	(F)	\$0	Purchase Office Equipment - Resource Recovery (24510/07)	\$1,000	\$1,000	\$0	(F)
\$0	\$664	\$664	(F)	\$0	Purchase Other Equipment - Resource Recovery (24590/07)	\$1,000	\$1,000	\$0	(F)
\$0	\$664	\$664	(F)	\$0	Purchase Office Furniture and Fittings - Resource Recovery (24610/07)	\$1,000	\$1,000	\$0	(F)
\$176,776	\$2,095,296	\$1,918,520	(F)	\$0		\$3,813,378	\$3,143,000	(\$670,378)	(U)



CAPITAL EXPENDITURE STATEMENT

FEBRUARY 2014

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

Waste Management

\$24,761	\$62,576	\$37,815 (F)	\$4,858	Construct Waste Management Facility Buildings - Red Hill Landfill Facility (24250/01)	\$93,886	\$93,886	\$0 (F)
\$0	\$61,992	\$61,992 (F)	\$0	Construct Waste Management Facility Buildings - Hazelmere (24250/02)	\$93,000	\$93,000	\$0 (F)
\$4,100	\$0	(\$4,100) (U)	\$0	Construct Weighbridge Office - Hazelmere (24250/03)	\$4,100	\$0	(\$4,100) (U)
\$0	\$18,264	\$18,264 (F)	\$2,882	Construct Storage Shed for Mattresses - Hazelmere (24250/05)	\$16,600	\$27,400	\$10,800 (F)
\$0	\$13,328	\$13,328 (F)	\$0	Construct Lunchroom and Ablution Block - Red Hill Landfill Facility (24250/07)	\$0	\$20,000	\$20,000 (F)
\$0	\$33,328	\$33,328 (F)	\$0	Construct Waste Management Facility Buildings - Other - Hazelmere (24259/02)	\$0	\$50,000	\$50,000 (F)
\$0	\$0	\$0 (F)	\$0	Construct Class III Cell Farm Stage 2 - Red Hill Landfill Facility (24310/11)	\$350,000	\$0	(\$350,000) (U)
\$0	\$0	\$0 (F)	\$0	Construct Class III Cell Stage 14 - Red Hill Landfill Facility (24310/12)	\$0	\$3,215,000	\$3,215,000 (F)
\$98,664	\$0	(\$98,664) (U)	\$0	Construct Class III Landfill Cell Farm Stage 3 - Red Hill Landfill Facility (24310/13)	\$100,000	\$0	(\$100,000) (U)
\$0	\$0	\$0 (F)	\$0	Construct Class III Landfill Cell - Red Hill Farm Stage 1 Batter (24310/14)	\$400,000	\$0	(\$400,000) (U)
\$0	\$0	\$0 (F)	\$0	Construct Class III Cell Stage 15 - Red Hill Landfill Facility (24310/16)	\$1,600,000	\$0	(\$1,600,000) (U)
\$0	\$120,000	\$120,000 (F)	\$0	Construct Class III Leachate Pond - Red Hill Landfill Facility (24320/01)	\$0	\$180,000	\$180,000 (F)
\$34,452	\$10,000	(\$24,452) (U)	\$0	Leachate Project - Red Hill Landfill Facility (24320/02)	\$104,500	\$15,000	(\$89,500) (U)



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CAPITAL EXPENDITURE STATEMENT

FEBRUARY 2014

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

Waste Management

\$0	\$126,664	\$126,664	(F)	\$0	Construct Siltation Ponds - Red Hill Landfill Facility (24350/00)	\$0	\$190,000	\$190,000	(F)
\$0	\$66,664	\$66,664	(F)	\$0	Construct Stormwater Control Pond - Red Hill Farm Stage I (24350/01)	\$100,000	\$100,000	\$0	(F)
\$0	\$73,664	\$73,664	(F)	\$0	Construct Nutrient Stripping Pond - Red Hill Landfill Facility (24360/00)	\$0	\$110,500	\$110,500	(F)
\$0	\$266,656	\$266,656	(F)	\$0	Construct Roads / Carparks - Red Hill Landfill Facility (24370/00)	\$150,000	\$400,000	\$250,000	(F)
\$0	\$250,000	\$250,000	(F)	\$0	Construct Access Road to Lots 8 9 10 - Red Hill Landfill Facility (24370/02)	\$0	\$375,000	\$375,000	(F)
\$0	\$66,664	\$66,664	(F)	\$0	Construct Perimeter Fencing - Red Hill Landfill Facility (24394/00)	\$0	\$100,000	\$100,000	(F)
\$27,198	\$33,328	\$6,130	(F)	\$0	Construct Litter Fence - Red Hill Farm (24394/04)	\$50,000	\$50,000	\$0	(F)
\$4,125	\$0	(\$4,125)	(U)	\$0	Construct Greenwaste Processing Area - Red Hill Landfill Facility (24395/00)	\$0	\$0	\$0	(F)
\$0	\$134,768	\$134,768	(F)	\$0	Construct Hardstand and Road - Hazelmere (24395/01)	\$0	\$202,175	\$202,175	(F)
\$0	\$233,328	\$233,328	(F)	\$0	Relocate Greenwaste Processing area - Red Hill Landfill Facility (24395/04)	\$0	\$350,000	\$350,000	(F)
\$0	\$21,216	\$21,216	(F)	\$0	Construct Monitoring Bores - Red Hill Landfill Facility (24396/00)	\$31,827	\$31,827	\$0	(F)
\$827	\$0	(\$827)	(U)	\$0	Construct Perimeter Bunds - Red Hill Landfill Facility (24397/00)	\$744	\$0	(\$744)	(U)
\$0	\$46,664	\$46,664	(F)	\$0	Washdown bay Upgrade - Red Hill Landfill Facility (24399/04)	\$0	\$70,000	\$70,000	(F)



CAPITAL EXPENDITURE STATEMENT

FEBRUARY 2014

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

Waste Management

\$0	\$20,000	\$20,000	(F)	\$0	Truck Washdown Bay for Member Councils - Red Hill Landfill Facility (24399/05)	\$0	\$30,000	\$30,000	(F)
\$24,354	\$1,214,560	\$1,190,206	(F)	\$0	Purchase / Replace Plant - Red Hill Landfill Facility (24410/00)	\$760,850	\$1,821,850	\$1,061,000	(F)
\$27,138	\$1,428,000	\$1,400,862	(F)	\$19,500	Purchase / Replace Plant - Hazelmere (24410/01)	\$1,277,000	\$2,142,000	\$865,000	(F)
\$0	\$50,000	\$50,000	(F)	\$0	Purchase Bagging Plant for Mulch/Compost (24410/02)	\$0	\$75,000	\$75,000	(F)
\$122,529	\$175,328	\$52,799	(F)	\$0	Purchase / Replace Minor Plant and Equipment-Red Hill Landfill Facility (24420/00)	\$203,000	\$263,000	\$60,000	(F)
\$13,555	\$56,000	\$42,445	(F)	\$0	Purchase / Replace Minor Plant and Equipment - Hazelmere (24420/02)	\$99,000	\$84,000	(\$15,000)	(U)
\$48,023	\$126,616	\$78,593	(F)	\$0	Purchase / Replace Vehicles - Red Hill Landfill Facility (24430/00)	\$199,415	\$189,925	(\$9,490)	(U)
\$0	\$360	\$360	(F)	\$0	Purchase / Replace Office Equipment - Engineering / Waste Management (24510/02)	\$550	\$550	\$0	(F)
\$545	\$26,000	\$25,455	(F)	\$0	Purchase / Replace Office Equipment - Red Hill Landfill Facility (24510/08)	\$4,000	\$39,000	\$35,000	(F)
\$0	\$23,328	\$23,328	(F)	\$0	Purchase Fire Fighting System/Equipment - Hazelmere (24520/07)	\$85,000	\$35,000	(\$50,000)	(U)
\$0	\$664	\$664	(F)	\$0	Purchase / Replace Fire Fighting Equipment - Red Hill Landfill Facility (24520/08)	\$1,000	\$1,000	\$0	(F)
\$19,660	\$96,392	\$76,732	(F)	\$0	Purchase / Replace Security System - Red Hill Waste Management Facility (24530/08)	\$44,600	\$144,600	\$100,000	(F)
\$12,630	\$17,992	\$5,362	(F)	\$0	Purchase / Replace Security System - Hazelmere (24530/10)	\$27,000	\$27,000	\$0	(F)



CAPITAL EXPENDITURE STATEMENT

FEBRUARY 2014

Year to Date						Full Year			
Actual	Budget	Variance		On (F) = Favourable variation Order (U) = Unfavourable variation		Forecast	Budget	Variance	
Waste Management									
\$3,425	\$200,664	\$197,239 (F)	\$950	Purchase / Replace Other Equipment - Red Hill Landfill Facility (24590/00)	\$251,000	\$301,000	\$50,000 (F)		
\$3,776	\$15,800	\$12,024 (F)	\$0	Purchase / Replace Miscellaneous Equipment - Hazelmere (24590/02)	\$8,700	\$23,700	\$15,000 (F)		
\$431	\$2,000	\$1,569 (F)	\$0	Purchase/Replace Other Equipment - Engineering and Waste Management (24590/03)	\$3,000	\$3,000	\$0 (F)		
\$441	\$664	\$223 (F)	\$0	Purchase Office Furniture and Fittings-Engineering and Waste Management (24610/03)	\$1,000	\$1,000	\$0 (F)		
\$0	\$664	\$664 (F)	\$0	Purchase / Replace Office Furniture and Fittings - Red Hill Landfill Facility (24610/08)	\$1,000	\$1,000	\$0 (F)		
\$0	\$1,000	\$1,000 (F)	\$0	Purchase Office Furniture and Fittings-Hazelmere (24610/10)	\$1,500	\$1,500	\$0 (F)		
\$0	\$664	\$664 (F)	\$0	Purchase Miscellaneous Furniture and Fittings - Red Hill Education Programme (24690/01)	\$1,000	\$1,000	\$0 (F)		
\$3,819	\$1,328	(\$2,491) (U)	\$0	Refurbish Environmental Education Centre - Redhill Landfill Facility (25253/00)	\$10,000	\$2,000	(\$8,000) (U)		
\$0	\$53,328	\$53,328 (F)	\$0	Refurbish Waste Transfer Station Building - Red Hill Landfill Facility (25259/01)	\$0	\$80,000	\$80,000 (F)		
\$32,440	\$13,328	(\$19,112) (U)	\$0	Refurbish Plant - Red Hill Landfill Facility (25410/00)	\$36,000	\$20,000	(\$16,000) (U)		
\$506,893	\$5,163,784	\$4,656,891 (F)	\$28,190		\$6,109,272	\$10,960,913	\$4,851,641 (F)		
\$970,289	\$8,170,496	\$7,200,207 (F)	\$102,967	TOTAL CAPITAL EXPENDITURE	\$10,747,304	\$15,471,081	\$4,723,777 (F)		



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STATEMENT OF FINANCIAL POSITION
FEBRUARY 2014

Actual June 2013	Actual Year to Date	(F) = Favourable variation (U) = Unfavourable variation	Full Year		
			Forecast	Budget	Variance
Current Assets					
\$3,021,270	\$3,567,938	Cash and Cash Equivalents	\$3,246,760	\$266,144	\$2,980,616 (F)
\$51,761,343	\$60,491,129	Investments	\$55,485,610	\$57,985,610	(\$2,500,000) (U)
\$3,552,486	\$3,766,005	Trade and Other Receivables	\$3,552,486	\$3,552,486	\$0 (F)
\$86,077	\$39,260	Inventories	\$86,077	\$86,077	\$0 (F)
\$65,007	\$292,990	Other Assets	\$65,007	\$65,007	\$0 (F)
\$58,486,183	\$68,157,322	Total Current Assets	\$62,435,940	\$61,955,324	\$480,616 (F)
Current Liabilities					
\$5,409,053	\$2,561,519	Trade and Other Payables	\$5,409,053	\$5,409,053	\$0 (F)
\$1,229,726	\$1,178,643	Provisions	\$1,230,929	\$1,230,929	\$0 (F)
\$6,638,779	\$3,740,162	Total Current Liabilities	\$6,639,982	\$6,639,982	\$0 (F)
\$51,847,404	\$64,417,160	Net Current Assets	\$55,795,958	\$55,315,342	\$480,616 (F)
Non Current Assets					
\$16,361,457	\$16,361,456	Land	\$16,391,457	\$16,391,457	\$0 (F)
\$4,783,168	\$4,634,205	Buildings	\$4,839,631	\$5,692,789	(\$853,158) (U)
\$9,152,875	\$8,288,062	Structures	\$10,166,910	\$13,068,136	(\$2,901,226) (U)
\$9,825,700	\$7,463,210	Plant	\$12,732,870	\$12,653,725	\$79,145 (F)
\$291,050	\$679,077	Equipment	\$1,000,475	\$1,177,485	(\$177,010) (U)
\$156,333	\$148,804	Furniture and Fittings	\$177,358	\$175,060	\$2,298 (F)
\$5,019,398	\$4,389,938	Work in Progress	\$5,019,398	\$5,019,398	\$0 (F)
\$45,589,981	\$41,964,752	Total Non Current Assets	\$50,328,099	\$54,178,050	(\$3,849,951) (U)
Non Current Liabilities					
\$4,841,163	\$6,248,968	Provisions	\$4,925,394	\$4,953,058	\$27,664 (F)
\$4,841,163	\$6,248,968	Total Non Current Liabilities	\$4,925,394	\$4,953,058	\$27,664 (F)
\$92,596,222	\$100,132,944	Net Assets	\$101,198,663	\$104,540,334	(\$3,341,671) (U)
Equity					
\$49,136,150	\$49,136,150	Accumulated Surplus/Deficit	\$49,136,150	\$49,136,150	\$0 (F)
\$42,319,723	\$42,319,723	Cash Backed Reserves	\$42,319,723	\$42,319,723	\$0 (F)
\$1,140,349	\$1,140,349	Asset Revaluation Reserve	\$1,140,349	\$1,140,349	\$0 (F)
\$0	\$7,536,722	Net change in assets from operations	\$8,602,441	\$11,944,112	(\$3,341,671) (U)
\$92,596,222	\$100,132,944	Total Equity	\$101,198,663	\$104,540,334	(\$3,341,671) (U)



32 CASH AND INVESTMENTS

FEBRUARY 2014

Actual June 2013	Actual Year to Date	(F) = Favourable variation (U) = Unfavourable variation	Full Year		
			Forecast	Budget	Variance
Municipal Cash and Investments					
3,018,020	3,564,688	Cash at Bank - Municipal Fund 01001/00	3,223,087	262,894	2,960,193 (F)
1,250	1,250	Cash on Hand - Ascot Place 01019/00	1,250	1,250	0 (F)
200	200	Cash on Hand - Walliston/Mathieson & Coppin Road Transfer Stations 01019/01	200	200	0 (F)
1,800	1,800	Cash on Hand - Red Hill / Hazelmere 01019/02	1,800	1,800	0 (F)
10,040,526	17,669,227	Investments - Municipal Fund 02021/00	7,639,124	11,193,973	(3,554,849) (U)
13,061,796	21,237,165	Total Municipal Cash	10,865,461	11,460,117	(594,656) (U)
Restricted Cash and Investments					
1,029,772	1,053,818	Restricted Investments - Plant and Equipment 02022/01	3,032,282	927,240	2,105,042 (F)
1,664,322	1,703,186	Restricted Investments - Post Closure Site Rehabilitation Red Hill 02022/02	1,804,222	1,846,174	(41,952) (U)
234,694	240,175	Restricted Investments - Future Development 02022/03	245,088	15,087	230,000 (F)
550,617	563,475	Restricted Investments - Environmental Monitoring Red Hill 02022/04	591,463	571,040	20,423 (F)
168,280	172,209	Restricted Investments - Environmental Insurance Red Hill 02022/05	134,340	134,340	0 (F)
12,619	12,914	Restricted Investments - Risk Management 02022/06	13,087	13,087	0 (F)
439,250	449,507	Restricted Investments - Class IV Cells Red Hill 02022/07	514,025	514,026	0 (U)
20,193	20,665	Restricted Investments - Regional Development 02022/08	254,848	12,828	242,019 (F)
35,964,254	36,804,066	Restricted Investments - Secondary Waste Processing 02022/09	40,149,499	41,432,016	(1,282,517) (U)
1,473,747	1,508,161	Restricted Investments - Class III Cells 02022/10	922,117	1,140,284	(218,167) (U)
63,714	65,202	Restricted Investments - Building Refurbishment (Ascot Place) 02022/11	66,078	66,078	0 (U)
2,579	115,444	Restricted Investments - Accrued Interest 02022/19	2,579	2,579	0 (F)
(601,485)	(601,485)	Restricted Investments - Unrealised Loss/Gain on Investments 02022/20	(601,485)	(601,485)	0 (F)
698,261	714,566	Restricted Investments - Long Service Leave 02022/90	718,343	718,343	0 (F)
41,720,816	42,821,902	Total Restricted Cash	47,846,486	46,791,636	1,054,849 (F)
54,782,613	64,059,067	TOTAL CASH AND INVESTMENTS	58,711,947	58,251,754	460,193 (F)

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

EMRC Investment Report

February 2014

Investment Report Excluding CDOs

I. Overall Portfolio Limits

S&P Long Term Rating	S&P Short Term Rating	% Portfolio	Investment Maximum %	Comments
AAA	A-1+	78.99%	100%	
AA	A-1	2.52%	100%	
A-	A-2	18.49%	100%	Policy Breached ¹
CCC and less		0.00%	0%	
		100.00%		

Investment Report Including CDOs

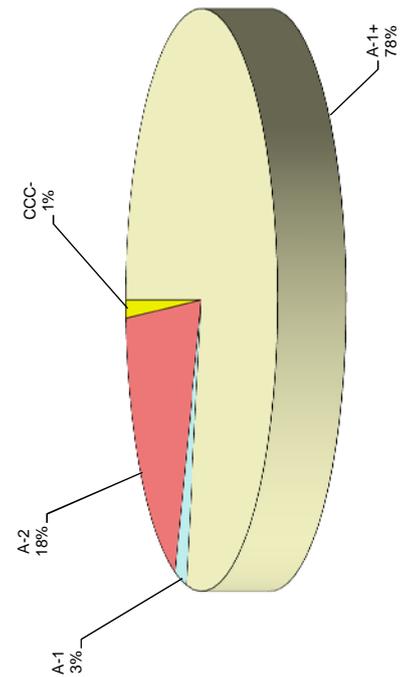
I. Overall Portfolio Limits

S&P Long Term Rating	S&P Short Term Rating	% Portfolio	Investment Maximum %	Comments
AAA	A-1+	78.20%	100%	
AA	A-1	2.50%	100%	
A-	A-2	18.30%	100%	Policy Breached ¹
CCC and less		1.00%	0%	Policy Breached ²
		100.00%		

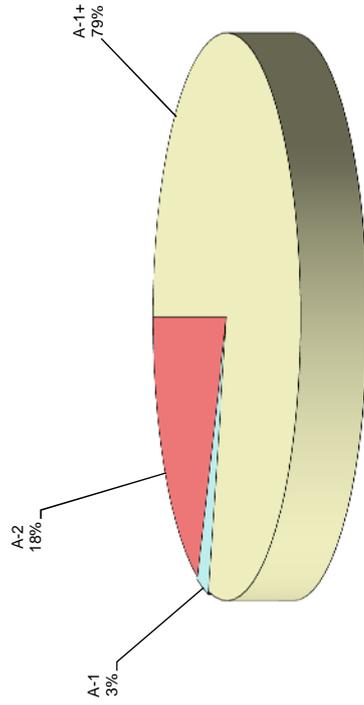
Notes

1. Policy breach above relates to the downgrade of short term credit rating
2. Policy breach above relates to the Lehman Brothers CDO investment

Investment by S&P Rating



Investment by S&P Rating (excluding CDOs)



Investment Report Including CDOs

II. Single Entity Exposure

	% Portfolio	Comments
ANZ Banking Group	14.14%	
ING Bank	18.30%	Policy breached ³
Macquarie Bank	2.50%	
NAB	38.27%	
Westpac / St. George Bank	25.79%	
Lehman Brothers	1.00%	Policy breached ⁴
	<u>99.99%</u>	

Notes

- 3. Policy breach above relates to the downgrade of short term credit rating
- 4. Policy breach above relates to the Lehman Bros CDO investment

Investment Report Excluding CDOs

II. Single Entity Exposure

	% Portfolio	Comments
ANZ Banking Group	14.29%	
ING Bank	18.49%	Policy breached ³
Macquarie Bank	2.52%	
NAB	38.65%	
Westpac / St. George Bank	26.05%	
	<u>100.00%</u>	

III. Term to Maturity Framework

Maturity Profile	Investment Policy Guidelines		
	% Portfolio	% Min	% Max
Less Than 1 Year	99.06%	40.00%	100.00%
Greater Than 1 Year	0.94%	0.00%	0.00%
	<u>100.00%</u>		

Notes

- 5. Policy breach above relates to the Lehman Bros CDO investment

III. Term to Maturity Framework

Maturity Profile	Investment Policy Guidelines		
	% Portfolio	% Min	% Max
Less Than 1 Year	100.00%	40.00%	100.00%
Greater Than 1 Year	0.00%	0.00%	0.00%
	<u>100.00%</u>		



14.3 HAZELMERE WOODWASTE TO ENERGY PLANT, ENVIRONMENTAL CONSULTING SERVICES

REFERENCE: D2014/03799

PURPOSE OF REPORT

To seek Council approval for the continuing consulting services of Strategen for the environmental approval for the Hazelmere Woodwaste to Energy Plant.

KEY ISSUES AND RECOMMENDATION(S)

- On 31 March 2014, the Environmental Protection Authority (EPA) determined that the Hazelmere Wood Waste to Energy Plant proposal should be assessed formally at a Public Environmental Review (PER) level with a 4 week public review period.
- This will add a delay of several months to the approval process for the project and additional costs for the consultation fees required to complete the PER documentation and EPA liaison.
- Strategen Environmental Consultants Pty Ltd (Strategen) was appointed to complete the Works Approval application and the referral of the proposal to the EPA and have good knowledge of the technology and the impact assessment of the technology against the relevant guidelines.
- The Local Government Act (LGA) requires tenders to be publicly invited for contracts worth more than \$100,000.
- The Local Government (Functions and General) Regulations 1996 however, state that where a local government has good reason to believe that, because of the unique nature of the goods or services required or for any other reason, it is unlikely that there is more than one potential supplier, then tenders do not need to be invited.
- Due to Strategen's experience on the Woodwaste to Energy Project and the additional cost to change consultants at this stage, it is suggested that in accordance with Local Government (Functions and General) Regulations 1996 r.11(2)(f) that tenders not be invited on this occasion.

Recommendation(s)

That Council:

1. Acknowledges that because of Strategen Environmental Consultants Pty Ltd's existing involvement and experience, it has good reason to believe there is unlikely to be any other supplier who can provide a similar value for money outcome to complete the requirements of the PER process for the Hazelmere Woodwaste to Energy Project.
2. Notes the expenditure of up to \$150,000 for the consulting fees required to complete the Environmental Scoping Document, the PER documentation, EPA liaison, response to public submissions and any appeals and attendance at community information sessions by Strategen, to be funded from the Secondary Waste Reserve.

SOURCE OF REPORT

Director Waste Services

BACKGROUND

Following a request for quotation process in September 2013, environmental consultants Strategen were selected from a number of submissions competing and appointed to complete documentation for a Works Approval and a Section 38 Referral to the Environmental Protection Authority, including supporting studies on air quality dispersion modelling, wastewater discharge, traffic and dust impacts. The Works Approval consulting fees were quoted at \$80,146 including GST.



Item 14.3 continued

Separate to this, Strategen were required to complete a mass balance for the process showing the fate of various chemical parameters in the feedstock. This analysis has formed the basis of the air quality impact assessment model for the plant because insufficient air emissions data was available from the technology supplier, Ansac.

A noise impact assessment was completed by Lloyd George Acoustics including a background noise survey which also formed part of the DER/EPA submission.

The draft Works Approval Application was lodged with the DER in late December 2013 and the Section 38 Referral was lodged on 20 January 2014 suggesting the proposal be assessed under Part V of the Act. On 3 February 2014, the EPA advertised the Works Approval for a 3 week comment period and on 6 February 2014 the proposal was advertised for a 7 day comment period.

Strategen also assisted with the preparations for and presentations to the Hazelmere Progress Association (HPA) on 17 February 2014, attended by approximately fifty-five members of the community. They also assisted with responses to media enquiries in the lead up to this meeting of the HPA.

REPORT

On 31 March 2014, the Environmental Protection Authority (EPA) determined that the Hazelmere Wood Waste to Energy Plant proposal should be assessed formally at a Public Environmental Review (PER) level with a 4 week public review period. This was despite the impact assessment completed by Strategen showing that the proposed facility easily complied with air quality criteria and complied with the EPA recommendations on waste to energy technologies.

The EPA determination was explained as; "PER 4 weeks will allow for a technical review of the proposal and the impact of air emissions including the opportunity for the public to make submissions".

This will add a delay of several months to the approval process for the project and additional costs for consulting fees required to complete the Environmental Scoping Document, the PER documentation, EPA liaison, response to public submissions and any appeals and attendance at community information sessions.

Because of Strategen's unique involvement in the environmental approval for the project so far, their knowledge of the pyrolysis project and the technology details, their continued involvement would provide the most efficient and effective outcome and value for money to complete the PER process for the project. To use an alternative consultant would only add additional delays in service procurement, handover, up skilling and costs. The costs to complete the tasks involved in the PER process using Strategen have been estimated at \$150,000 (inclusive of a contingency for any necessary out of scope works).

In accordance with regulation 11(2)(f) of the Functions and General Regulations of the Local Government Act 1995, the EMRC has good reason to believe that, the use of environmental consultants Strategen is required for the works to be completed in relation to the preparation and finalisation of a PER to meet EPA requirements.

STRATEGIC/POLICY IMPLICATIONS

Key Result Area 1 – Environmental Sustainability

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



Item 14.3 continued

FINANCIAL IMPLICATIONS

Funds are provided in the annual budget for 2013/2014 and 2014/2015 under the expenditure "Evaluate Resource Recovery Park options (72884/00.JF)" to undertake all approvals for the Hazelmere Wood Waste to Energy Plant. A quotation has been obtained from Strategen for the completion of the work to obtain EPA approval.

SUSTAINABILITY IMPLICATIONS

The Hazelmere Wood Waste to Energy Plant is aimed at reducing greenhouse gas emissions from the EMRC's waste disposal operations and State programmes for reduction of waste to landfill.

MEMBER COUNCIL IMPLICATIONS

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

ATTACHMENT(S)

Nil

VOTING REQUIREMENT

Simple Majority.

RECOMMENDATION(S)

That Council:

1. Acknowledges that because of Strategen Environmental Consultants Pty Ltd's existing involvement and experience, it has good reason to believe there is unlikely to be any other supplier who can provide a similar value for money outcome to complete the requirements of the PER process for the Hazelmere Woodwaste to Energy Project.
2. Notes the expenditure of up to \$150,000 for the consulting fees required to complete the Environmental Scoping Document, the PER documentation, EPA liaison, response to public submissions and any appeals and attendance at community information sessions by Strategen, to be funded from the Secondary Waste Reserve.



Item 14.3 continued

COUNCIL RESOLUTION(S)

MOVED CR WOLFF

SECONDED CR ANDERTON

THAT COUNCIL:

1. ACKNOWLEDGES THAT BECAUSE OF STRATEGEN ENVIRONMENTAL CONSULTANTS PTY LTD'S EXISTING INVOLVEMENT AND EXPERIENCE, IT HAS GOOD REASON TO BELIEVE THERE IS UNLIKELY TO BE ANY OTHER SUPPLIER WHO CAN PROVIDE A SIMILAR VALUE FOR MONEY OUTCOME TO COMPLETE THE REQUIREMENTS OF THE PER PROCESS FOR THE HAZELMERE WOODWASTE TO ENERGY PROJECT.
2. NOTES THE EXPENDITURE OF UP TO \$150,000 FOR THE CONSULTING FEES REQUIRED TO COMPLETE THE ENVIRONMENTAL SCOPING DOCUMENT, THE PER DOCUMENTATION, EPA LIAISON, RESPONSE TO PUBLIC SUBMISSIONS AND ANY APPEALS AND ATTENDANCE AT COMMUNITY INFORMATION SESSIONS BY STRATEGEN, TO BE FUNDED FROM THE SECONDARY WASTE RESERVE.

CARRIED UNANIMOUSLY



14.4 ITEMS CONTAINED IN THE INFORMATION BULLETIN

REFERENCE: D2014/02959 (CEOAC) – D2014/04078

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

1 REGIONAL SERVICES

- 1.1 REGIONAL SERVICES ACTIVITY REPORT JANUARY– MARCH 2014 (Ref: D2014/04063)
- 1.2 ENVIRONMENTAL SERVICES ACTIVITY REPORT - JANUARY – MARCH 2014
(Ref: D2014/04064)
- 1.3 RE-ENERGISING PERTH'S EASTERN REGION PROJECT UPDATE (Ref: D2014/04066)
- 1.4 IMPACTS OF THE DIRECT ACTION PLAN ON LOCAL GOVERNMENT
(Ref: D2014/04065)

RECOMMENDATION(S)

That Council notes the items contained in the Information Bulletin.

COUNCIL RESOLUTION(S)

MOVED CR WOLFF

SECONDED CR ANDERTON

THAT COUNCIL NOTES THE ITEMS CONTAINED IN THE INFORMATION BULLETIN.

CARRIED UNANIMOUSLY



INFORMATION BULLETIN

Accompanying the
Ordinary Meeting of Council Agenda

17 April 2014

COUNCIL INFORMATION BULLETIN**17 April 2014****(REF: D2014/02959 (CEOAC) – D2014/04078)****TABLE OF CONTENTS**

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1.4	IMPACTS OF THE DIRECT ACTION PLAN ON LOCAL GOVERNMENT (Ref: D2014/02400 (CEOAC) - D2014/04065)	22



1 REGIONAL SERVICES

1.1 REGIONAL DEVELOPMENT ACTIVITY REPORT JANUARY TO MARCH 2014

REFERENCE: D2014/02700 (CEOAC) – D2014/04063

PURPOSE OF REPORT

To provide Council with a progress report against activities undertaken by the Regional Development Business Unit for the period 1 January 2014 to 31 March 2014.

KEY ISSUE(S)

- The Regional Development Activity Report is produced as a progress report against the annual Business Unit Action Plan which is aligned to the objectives and strategies of the EMRC Strategic Plan for the Future 2010-2011 to 2013-2014.
- This report highlights achievements against actions for the period 1 January 2014 to 31 March 2014 and major achievements include:
 - The first event in the “Advancing Perth’s Eastern Region Tour Series” took place on 7 March 2014. It focused on the City of Bayswater and Town of Bassendean and was aligned with the State’s *Directions 2031 and Beyond* framework.
 - Lotterywest has approved EMRC’s grant application for \$20,000 (ex GST) to support the 2014 Perth Autumn Festival events held in Bayswater, Belmont and Swan Valley between March and May 2014.
 - Curtin University have completed Phase One of the Integrating Future Land Use to Proposed Public Transport Infrastructure research which looks at the potential development of land one kilometre either side of the following Rapid Transit Corridors: Ellenbrook; Mundaring; Airport Rail Link.
 - The workplace travel planning process has been initiated at the Shire of Kalamunda, Maylands Activity Centre and the Town of Bassendean.
 - Planning for the 2014 Avon Descent Family Fun Days is underway.
 - The Perth’s Eastern Region Investment and Opportunity document has been published and is also available as an eBook from the EMRC web site. The document will be used in advocacy campaigns and to promote awareness of the region as an attractive investment destination.

SOURCE OF REPORT

Director Regional Services

BACKGROUND

Regional development activities have been undertaken by the EMRC since 1998 when the member Councils decided to merge the Eastern Metropolitan Local Authorities Group into the activities of the EMRC through the formation of a Regional Development business unit.

The Regional Development business unit, by partnering with member Councils and other stakeholders facilitates strategies, projects and activities, which provide services for the benefit and sustainability of Perth’s Eastern Region. Regular progress reports are provided to Officer Working Groups, Committee and Council to ensure the EMRC and its member Council Councillors and staff are kept updated on initiatives of the Regional Development Business Unit.



Item 1.1 continued

Two advisory groups comprising of member Council officers, provide ongoing feedback on local and regional issues and opportunities to guide the direction of the EMRC's Regional Development initiatives. The Economic Development Officers Group (EDOG) meets on a regular basis and considers economic development issues and initiatives. The implementation of the Regional Integrated Transport Strategy is guided by the Regional Integrated Transport Strategy Implementation Advisory Group (RITS IAG).

All other matters relating to Regional Development are considered by the Chief Executive Officers Advisory Committee (CEOAC) as required.

REPORT

The Regional Development business unit reports on key activities on an ongoing basis. This report provides a progress report for the period from 1 January 2014 to 31 March 2014 and summarises the business unit's major achievements. The strategies and projects being reported against include:

- Regional Transport Planning;
- Regional Economic Development;
- Regional Digital Strategy;
- Regional Events; and
- Regional Advocacy.

Activities of the Regional Development Business Unit focus on a number of key strategies and projects that are agreed as regional priorities by member Councils as part of the annual consultation and budget development processes.

Strategy: 2.1.1 Promote Perth's Eastern Region as a tourism destination

**Action: Manage PerthTourism.com.au regional tourism website
(Regional Economic Development Strategy (REDS) Objective 5.2)**

The PerthTourism website promotes events, trails and experiences in Perth's Eastern Region and has been managed by EMRC since development in 1999. Content is continually monitored and updated, with new events listed every week. In 2013 the website attracted over 84,000 unique visitors. The main website is available in English and a basic version of the site with general information on the region is available in Japanese. Initial steps are being taken to provide a basic Chinese version of the site.

The website provides information on the region and directs visitors to member Councils' website information and to the Mundaring, Perth Hills and Swan Valley Visitor Centres. From December 2013 to February 2014 the website delivered almost 3,000 click throughs to the visitor centres, an increase of 59% on the same period last year, and over 3,500 click throughs to council websites, an increase of 29%.

Strategy: 2.2.2 Develop and promote regional events

Action: Coordinate the Avon Descent Family Fun Days (REDS Objective 5.2)

The Avon Descent Family Fun Days are a series of five community events held annually on the banks of the Avon and Swan Rivers on the first weekend in August to coincide with the Avon Descent race. These events engage local communities in the race and support the Avon Descent spectator base by providing key services which are generally sourced locally, such as food and entertainment.



Item 1.1 continued

Following the acquittal of the 2013 Avon Descent Family Fun Days grant, EMRC has received funding from Lotterywest and is distributing this to participating councils. EMRC has submitted a grant application to Lotterywest for \$250,500 to support the 2014 Avon Descent Family Fun Days. The draft application was sent to Lotterywest for feedback prior to official submission. The recommendations have been incorporated in the final application.

A planning meeting for the 2014 Avon Descent Family Fun Days was held in February 2014 to discuss the events and regional marketing campaign. This meeting included representatives from participating councils, Lotterywest, the Northam Avon Descent Association and CIC Events. This meeting focused on increasing cohesion between the race and the Family Fun Days and building a stronger joint brand, as recommended in a strategic review of the Avon Descent Race (conducted in 2012). EMRC met with CIC Events, who are responsible for marketing and staging the Avon Descent Race, on 4 March 2014 to discuss marketing collaboration and brand recognition.

A marketing action plan has been provided to council representatives, Lotterywest and CIC Events. This plan will stream-line the approvals process for councils and sponsors, assist collaboration between EMRC and CIC Events and enable EMRC to undertake the regional marketing campaign with less demand on council officers' time.

Action: Coordinate the Perth's Autumn Festival (REDS Objective 5.2)

Perth's Autumn Festival celebrates Perth's Eastern Region through eight events focused on community, art, food and wine and cycling in the Swan Valley and Perth Hills from March to May.

Lotterywest has approved EMRC's grant application for \$20,000 (ex GST) to support the 2014 Autumn Festival Events held in Bayswater, Belmont and the Swan Valley. Lotterywest advised that the support received in the previous two years (over \$50,000 each) was exceptional for the scale and size of the event and any support over \$20,000 would need to be clearly related to growing the nature of the events or for events that have not been supported in the past.

Funding was also secured from Perth Airport (\$6,000 ex GST) and the Department of Transport as part of the Cycle Instead Bikeweek 2014 (\$909.90 ex GST) to support festival promotion.

The events promoted as part of the festival have grown since 2013 with new events for 2014 being the Town of Bassendean's OPEN! a day of open studios and art workshops and the Velofest cycling event in Kalamunda which includes some of Australia's most talented cyclists. These two events replace promotion of an organised cycle route between two festival events and the Old Perth Road Markets which are not unique to the festival. The Munda Biddi event has also expanded from a cycling event to a photography masterclass which promotes cycling after the class.

EMRC manages the Perth's Autumn Festival regional marketing campaign which runs from February through to May and includes:

- Festival brochure advertising all eight events;
- Radio campaign with 96fm and 6PR including promotion on website;
- Print advertising in the Sunday Times and online Perthnow website;
- Print advertising in Kids in Perth; and
- Online event promotion on EMRC's Perthtourism.com.au and event listings on other key tourism websites.



Item 1.1 continued

Strategy: 3.1.1 Facilitate implementation of the Regional Integrated Transport Strategy 2010- 2015

Action: Review and update Priority Roads Projects to align with Main Roads Western Australia and member Council priorities (RITS Action 4.10)

The Priority Roads List is being reviewed through the redevelopment of the RITS. Meetings have been held with member Councils to discuss priority projects that require advocacy by the EMRC.

Action: Develop and implement a Regional Walking Strategy for Perth's Eastern Region and facilitate training and promotion of the Walking Audit Tool in partnership with the Department of Transport and member Councils (RITS Actions 3.5, 3.6, 3.8)

The RITS IAG agreed that developing a regional walking strategy for Perth's Eastern Region will be delayed until 2014/2015. The deferred budget will be used to update the current Regional Cycle Network Masterplan and develop it into a Regional Active Transport Strategy. The Strategy will incorporate walking, cycling and TravelSmart and will be used as an advocacy document.

Action: Engage with Curtin University to produce research that highlights the needs and benefits of public transport infrastructure investment in Perth's Eastern Region (RITS Action 5.10)

Curtin University have completed Phase One of the Integrating Future Land Use to Proposed Public Transport Infrastructure research. The EMRC sourced GIS data from the member Councils for Phase One of the project which has been used to produce a vision for the potential development of land one kilometre either side of the following Rapid Transit Corridors: Ellenbrook; Mundaring; Airport Rail Link.

The project was presented at the CEOAC meeting 19 November 2013 and at a workshop with RITS IAG members and relevant stakeholders held 20 January 2014. This workshop provided additional information from technical directors and strategic planners that Curtin University will use to update the Phase One Report. The workshop also provided an opportunity to discuss Phase Two of the project and discuss potential locations and timeframes for community consultation. Community engagement events will be undertaken in September 2014.

Action: Regional Integrated Transport Strategy Redevelopment

Council endorsed the development of the Regional Integrated Transport Strategy Action Plan 2013 -2016 in May 2013 and the draft Regional Integrated Transport Strategy 2014-2016 is under development. Visits have been undertaken to member Councils to determine advocacy priorities.

The draft Regional Integrated Transport Strategy 2014-2016 is being reviewed by an external consultant who will facilitate a workshop in April 2014 with member Council representatives and external stakeholders. This workshop will result in a report that summarises the key transport advocacy priorities in Perth's Eastern Region.

Action: Conduct Travel Demand Management educational forums to encourage businesses to develop programs such as Employee TravelSmart Plans (RITS Action 5.5)

The TravelSmart Workplace program assists workplaces to promote active, sustainable travel to employees, clients and visitors. Helping more people walk, cycle, use public transport or carpool to the workplace can improve access and a sense of community, boost healthy activity and reduce traffic and pollution.

The workplace travel planning process has been initiated at the Shire of Kalamunda, Maylands Activity Centre and the Town of Bassendean. This process included several stakeholder meetings and workshops, a travel survey and an access audit. Travel plans for each of the sites are in draft and ready for approval of the relevant groups. The actions in the plan are customised to suit the needs of each workplace and will assist staff and visitors to be more aware of their transport options and will include transport access guides for each site.



Item 1.1 continued

The EMRC's trial of workplace cluster travel plans (at Kalamunda and Maylands) has generated interest from the Department of Transport's TravelSmart Workplace team and EMRC's TravelSmart officer has been involved in workshops and evaluations to improve engagement of local business to the program.

Action: Reduce car dependence within Perth's Eastern Region by promoting walking, cycling and public transport to staff at EMRC offices (RITS Action 5.2)

The EMRC's Workplace Access Guide was uploaded on the EMRC's corporate website in February 2014. This guide is an electronic resource that provides information to staff and visitors on the available travel options and can be used as an attachment for meeting and workshops at the EMRC (Ascot Place).

A bike ride was organised by the TravelSmart Officer for EMRC staff to attend the City of Belmont's Bike to Work Breakfast as part of BikeWeek on 21 March 2014.

Strategy: 3.3.4 Market Perth's Eastern Region as an attractive investment destination

The Perth's Eastern Region Investment and Opportunity document has been published and is also available as an eBook from the EMRC web site. The document will be used in advocacy campaigns and to promote awareness of the region as an attractive investment destination. Links to Perth's Eastern Region Investment and Opportunity have been provided to the Property Council WA, Mirvac Fini, CB Richard Ellis, City of Perth, Department of State Development, regional economic development officers, City of Perth investment attraction team, member Council CEOs and will be presented at the March Strategic Briefing Session to EMRC Councillors.

Strategy: 3.3.5 Implement Regional Economic Development Strategy

Action: Implement actions from the Regional Digital Strategy (REDS Actions 3.2, 3.8, 7.5)

WiFi Business Case

A review of Municipal WiFi facilities, their use and their benefits was undertaken by EMRC staff. This discussion paper has been tabled at the Economic Development Officers Group (EDOG) meeting and is currently awaiting feedback from the group, who will indicate their preference for research and action going forward.

Co-Working Business Case

A Co-Working Business Case to establish the feasibility of developing municipally run co-working spaces in Perth's Eastern Region is underway with digital experts providing their input to the Economic Development Officers Group (EDOG).

Digital Exemplar Videos

A series of Digital Exemplar Videos are currently being scoped. These will consist of short testimonial videos from local organisations that are leading the way with their use of digital technologies. This project will advocate the opportunities arising from digital technologies to the broader business community arising from examples elicited from their peers. Expressions of interest are about to be sought from local businesses.

Digital Enterprise Program

The EMRC continues to support the Digital Enterprise Program by providing in-kind support through making training rooms available for use at EMRC Administration Offices to maximize the Federal funding available to businesses in Perth's Eastern Region.



Item 1.1 continued

Action: Coordinate Mini-Showcase Series (formerly Industrial Tours) (REDS Actions 3.3, 3.4, 3.5)

The first event in the “Advancing Perth’s Eastern Region Tour Series” took place on 7 March 2014. It focused on the City of Bayswater and Town of Bassendean and was aligned with the *State’s Directions 2031 and Beyond* framework. The tour visited the Strategic Metropolitan Centre of Morley, highlighting some of the issues and opportunities present in this key strategic centre and then continued on to visit other significant developments close by including Mertome Village, the Ashfield Precinct, the Bayswater Train Station and the thriving Maylands Town Centre.

The tour provided an opportunity for key stakeholders to see how Perth’s Eastern Region is growing and to hear firsthand from the Department of Planning, the Public Transport Authority and representatives from the Town of Bassendean and City of Bayswater about the opportunities and challenges this provides. The tour received positive feedback and was very well attended by over 40 people, including several high-profile guests:

- Hon. John Day MLA
- The Hon Alyssa Hayden MLC
- Mr David Kelly MLA
- Hon. Michael Sutherland MLA
- Mr Eric Lumsden – Chairman of WAPC

The next Advancing Perth’s Eastern Region Tours are planned for areas around the City of Belmont which will be covered in July and areas around the City of Swan which will be covered in October 2014.

Action: Provide regional profile tools to EMRC and member Councils (REMPPLAN, Profile.id, Atlas.id, Australian Business Register) (REDS Actions 4.6, 7.1, 7.3)

The EMRC coordinated the continued subscription to REMPLAN, profile.id, and atlas.id. These tools provide economic and socio-demographic profiling data for the Region and provide member Councils and other stakeholders with online access to profiling data.

Through provision of access to REMPLAN, profile.id, atlas.id and the Australian Business Register and coordinating forums in which EDOG can compare and contrast products, the EMRC is ensuring that the most relevant, convenient and beneficial products are being maintained for use by member Councils. These tools are used regularly by Council officers when compiling grant applications, industry and council profiles and completing detailed data analysis.

STRATEGIC/POLICY IMPLICATIONS

Key Result Area 2 – Social Opportunities

- 2.1 To facilitate regional cultural and recreational activities

Key Result Area 3 – Economic Development

- 3.1 To facilitate increased investment in regional infrastructure
- 3.2 To facilitate regional economic development activities

Key Result Area 4 – Good Governance

- 4.1 To provide advice and advocacy on issues affecting Perth’s Eastern Region



Item 1.1 continued

FINANCIAL IMPLICATIONS

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

SUSTAINABILITY IMPLICATIONS

Regional Development operates to pursue economic and social growth outcomes for Perth's Eastern Region. In pursuit of these objectives, environmental considerations are also integrated wherever possible in all activities undertaken by the Regional Development unit.

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.



1.2 ENVIRONMENTAL SERVICES ACTIVITY REPORT JANUARY TO MARCH 2014

REFERENCE: D2014/02721 (CEOAC) – D2014/04064

PURPOSE OF REPORT

To provide a quarterly progress report against strategies and activities being undertaken by the Environmental Services Business Unit for the period 1 January 2014 to 31 March 2014.

KEY ISSUE(S)

- A submission on the draft Statement of Requirements of the Green Army was lodged. Discussions with potential service providers and member Councils on delivery of this program throughout the Region were undertaken.
- Individual Catchment Action Plans and maps were presented to each Catchment Group.
- A review of the Greenpage Newsletter commenced with a survey to readers to be distributed with the April newsletter.
- A water team meeting was held with the Town of Bassendean in February 2014 to discuss new water goals and identify new water actions.
- The first seminar in the Climate Change Risk Awareness Seminar Series entitled “Know the Risks: How will climate change impact you in your workplace?” was held at the Town of Bassendean Library.
- The Community Energy Efficiency Program Milestone 4 report was accepted and payment was received from the Australian Government.
- The launch of the Bayswater Library LED lighting and air conditioning upgrade was held on 22 January 2014 as a community event.
- A Staff Sustainability Benchmarking Survey has been developed for the Shire of Mundaring and is being delivered via an internal online system.
- Stage 2 of the Swan and Helena Rivers Management Framework Review has been completed.

SOURCE OF REPORT

Director Regional Services
Manager Environmental Services

BACKGROUND

The EMRC Environmental Services Business Unit reports on key strategies and activities on an ongoing basis. The EMRC 2022 – 10 Year Strategic Plan provides the framework for reporting under the objectives “to contribute towards improved regional air, water and land quality and regional biodiversity conservation” and “to address climate change issues within the region”.

The projects relevant to Environmental Services primary activities include:

- Eastern Hills Catchment Management Program (EHCMP);
- Water Campaign™;
- Community Energy Efficiency Program (CEEP);
- Achieving Carbon Emissions Reduction Program (ACER);



Item 1.2 continued

- Future Proofing Project (Regional Climate Change Adaptation Action Plan);
- Swan and Helena Rivers Management Framework;
- Sustainability and Environmental Education Program;
- Provide environmental consultancy services; and
- Regional environmental advice and advocacy.

REPORT

Activities of the Environmental Services Business Unit focus on a number of key strategies and projects that are agreed as regional priorities by member Councils as part of the annual consultation and budget development processes.

All of the Environmental Services strategies emanate from the EMRC's *10 Year Strategic Plan* and all activities and projects are listed in the *Regional Environment Strategy 2011-2016* and annual Business Unit Plan which becomes the source document for guiding the work of the Business Unit throughout the year.

Strategy: 1.5.1 Implement Regional Environmental Strategy 2011-2016
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Action: Implement Regional Environmental Strategy

A workshop will be held with the Regional Advisory Group (REAG) in April 2014 for the minor review of the Regional Environment Strategy.

Action: Develop Local Environment Strategy for the City of Bayswater

The draft City of Bayswater Local Environment Strategy has been completed and has been presented to the City for comment.

Action: Provide an Energy Auditing Service

No energy audits were undertaken this quarter.

Action: Provide Water Auditing Service

EMRC's Environmental Consultant Rebbekah Lamont has been endorsed as a Waterwise Auditor. Rebbekah joins Miroslav Vujaklija as the organisation's second accredited Waterwise Auditor.

Two water audits have commenced, one at the City of South Perth Operations Centre and another at the City of Belmont's Ascot Kayak Club. The process involves undertaking electronic data logging, analysing data obtained from the logger as well as analysing the historical water consumption data obtained from Water Corporation. City of Bayswater identified the Civic Centre/Administration Building as one of their high water using facilities to be audited. The audit will occur between April and June 2014.

Undertaking one or more water audits of high water using facilities per year is a Waterwise Council criterion. Councils in the process of applying for Waterwise status need to start auditing their high water using facilities while Councils with Waterwise status need to continue undertaking audits to maintain their status. Water audits are a great tool to improve council water management and achieve significant long term water savings.



Item 1.2 continued

Strategy: 1.5.2 Continue to Implement the Eastern Hills Catchment Management Program

Action: Coordinating Activities for Helping the Helena

The third sampling event was held in January. Seven sites were sampled for water and sediment. Laboratory results have been received and are being analysed.

Action: Coordinate and Implement Eastern Hills Catchment Management Program (EHCMP)

Member Councils and the community were assisted with:

- Weeding and planting activities;
- Weed species education letters and private landholder packages were distributed in Shire of Mundaring;
- Private landholder enquiries including Dieback and Marri Canker inspections and advice and demonstrating the use of the Marri App;
- Friends of groups assisted with State NRM grant schedule and in-kind estimates;
- Photo monitoring activities; and
- Written articles for newsletters.

Potential projects were discussed with member Councils including water quality testing in dams and other waterways.

Three Bush Skills for the Hills community workshops were held – Greencard Training, Bird Identification and Photo Monitoring Essentials. The February/March Greenpage newsletter was distributed. The EHCMP and stakeholders reviewed the newsletter format and content. A community survey will be conducted in the next edition to obtain feedback on audience satisfaction and improvements required.

Planning commenced for the Australian Government's Green Army initiative. A submission on the draft Statement of Requirements of the Green Army was lodged. Discussions with potential service providers and member Councils on delivery of this program throughout the Region were undertaken. The Green Army will commence in July 2014.

Officers attended the quarterly Swan River Trust Sub-regional Coordinators, Perth Region NRM (PRNRM) Swan NRM Committee and the Light Industry Working Group meetings.

Assistance continued with the development of the Poison Gully Creek project with PRNRM, Shire of Kalamunda and Bendigo Bank. An onsite visit of the area with representatives from all partners was held in February 2014.

Action: Coordinate Activities for Marri Canker Research Project

Preparations are underway with Murdoch University to undertake treatment trials.

Action: Coordinate and Implement Community Led Project (Swan River Trust)

Community catchment group meetings were attended to provide assistance and advice to catchment groups, assistance included the preparation of newsletters and brochures. Individual Catchment Action Plans and maps were presented to each catchment group. The next Combined Catchment Group meeting is scheduled for 11 April 2014.



Item 1.2 continued

Action: Undertake Eastern Hills Catchment Management Program (EHCMP) marketing and promotional activities

Articles on post fire bushland management and the Bush Skills for the Hills workshops were printed in the Chidlow Chatters, EMRC newsletter, local papers and the Enviro News. The Greenpage newsletter was issued to approximately 1,500 subscribers in February. Preparation for the April issue is now underway.

Action: Develop and Implement Youth Programs (NRM)

The Youth Environmental Opportunities Grant (YEO) is still with Lotterywest. EMRC is awaiting notification of the application status.

Strategy: 1.5.3 Implement the Water Campaign

Three EMRC staff members attended ICLEI water consumption tool training in February 2014 to enable continued delivery of cost-effective Water Campaign services to member councils in light of the reduction in funding to ICLEI from the State Government.

Action: Co-ordinate and Implement Water Campaign for City of Bayswater

Milestone 4 action implementation occurred as part of the milestone process, as well as being one of the criteria for the Waterwise Council endorsement. City of Bayswater's Civic Centre facility will have a water audit undertaken. This is also a requirement for the Waterwise Councils Program endorsement and is planned for the April to June period 2014.

Action: Co-ordinate and Implement Water Campaign for Town of Bassendean

A water team meeting was organised and held in February 2014 to discuss new water goals and identify new water actions. This process is essential for the Town's continuous water management improvements. Potential actions identified were analysed in order to determine feasibility and goal justification. Further actions are to be identified and discussed with the water team members before the goals are agreed on.

Action: Co-ordinate and Implement Water Campaign for City of Belmont

Ascot Kayak Club being one of the top ten water using accounts at the City of Belmont has been chosen to have a water audit undertaken. The water audit is in progress with electronic data logging undertaken on the water meter. The site audit is planned for April 2014. Undertaking one or more water audits of high water using facilities per year is a Waterwise Council criterion. Councils with Waterwise status such as City of Belmont need to continue undertaking audits to maintain their status.

Action: Co-ordinate and Implement Water Campaign for Town of Victoria Park

A scoping study on the reuse of 'waste water' for council operations has been developed for Town of Victoria Park. This will assist the Town achieve several actions in their Water Action Plan.

Action: Co-ordinate and Implement Water Campaign for the City of Swan

A meeting occurred on 13 February 2014 to discuss City's progress and identify actions to be implemented from the Water Action Plan. A number of tasks have been implemented relating to identified actions.

Action: Co-ordinate and Implement Water Campaign for the Shire of Mundaring

Shire of Mundaring was re-endorsed as a Waterwise Council. A meeting was held to discuss the new water goals and identify new potential actions. Drafting of the Post Milestone 5 Report Card is in progress.



Item 1.2 continued

Action: Participation in the Cooperative Research Centre (CRC) for Water Sensitive Cities

An Urban Heat and Micro-climate Workshop was held in February by the CRC for Water Sensitive Cities. Researchers and industry leaders gave a series of presentations, including a presentation from the EMRC on the Future Proofing program.

An invitation to become a member of the CRC Regional Advisory Panel was accepted and a meeting attended on 5 March. The purpose of the Panel is to promote inclusive involvement of all CRC partners, facilitate longer term collaboration and benefits and to collaborate across all disciplines and levels. An Industry Partners Workshop on the Economics of Water Sensitive Towns and Cities was attended on 6 March 2014.

Strategy: 1.5.4 Identify, Investigate and Develop New Environmental and Sustainability Opportunities

Action: Co-ordinate EMRC's Community Energy Efficiency Program (CEEP)

The Milestone 4 report was accepted by the Australian Government and payment was received. Purchase orders have been raised for Town of Bassendean, City of Bayswater and Shire of Mundaring for disbursement of the CEEP funding. The Milestone 5 report was submitted to the Department of Industry on 30 January 2014. The report has been preliminarily accepted and is pending final approval.

Activities completed this quarter include the completion of the installation of the Solar Pool Heating System at Bilgoman Aquatic Centre, request for tender and engagement of the supplier for the Variable Speed Drive System (VSDS) installation and major plant works at Bilgoman Aquatic Centre, request for tender for the Bayswater Waves LED retrofit and Bayswater Library promotional activities.

The launch of the Bayswater Library LED lighting and air conditioning upgrade was held on 22 January 2014 as a community event. The event included a speech by City of Bayswater Mayor Sylvan Albert, a presentation by sustainability expert Chris Ferreira from the Forever Project and tour of the energy efficiency upgrades. A media release and articles for the Greenpage, WALGA EcoNews, Chidlow Chatter, and EMRC newsletter were written.

Action: Seek Funding and Business Opportunities Relating to Water Quality and Water Conservation

A funding opportunity for Waterwise Councils in the form of a grant arose in January 2014 from the Water Corporation. The grant was offering a maximum of \$10,000 with dollar for dollar matching from the council/applicant. This opportunity was discussed with eligible councils such as Mundaring and Belmont and it was raised with other member Councils that are working towards their Waterwise status to keep them informed. A quote/project proposal was developed for the Shire of Kalamunda to deliver community home water audits on their behalf as part of their application for the funding.

Action: Develop and Implement the Sustainability and Environmental Education Program to Member Councils

A Staff Sustainability Benchmarking Survey has been developed for the Shire of Mundaring and is being delivered via an internal online system. The survey is designed to assess the level of knowledge and engagement of staff in relation to sustainability and the environment.

A companion Schools Sustainability Benchmarking Survey is being finalised. Research has indicated that sustainability and environmental education is available through the current curriculum, however, schools and individual teachers may not be aware or supported to deliver the education.



Item 1.2 continued

The City of Bayswater focus has shifted towards community engagement and education. A series of Sustainability and Environmental Education Workshops is being developed to be delivered in the next quarter.

Strategy: 1.6.2 Implement ACER Program

Action: Co-ordinate and Implement the ACER Program for the City of Belmont

Data Management Guidelines have been drafted and are with the City for review prior to finalisation. Automatic data upload has occurred for the quarter concluding December 2013. Manual entry data for the quarter concluding March 2014 has been processed and entered onto the Platform. A meeting was held with the City to demonstrate how to use the Platform and determine future directions for ACER. Home Energy Audit Kits were updated and use of the kits was demonstrated to library staff.

Action: Co-ordinate and Implement the ACER Program for the EMRC

Implementation of the EMRC's WALGA (Greensense) Emissions Reporting Platform has taken place. Automatic data upload has occurred for the quarter concluding December 2013. Progress towards a full emissions profile (carbon footprint) is ongoing.

Action: Co-ordinate and Implement the ACER Program for the Town of Bassendean

Data Management Guidelines have been drafted and are with the Town for review prior to finalisation. Automatic data upload has occurred for the quarter concluding December 2013. Manual entry data for the quarter concluding March 2014 has been processed and entered onto the Platform.

A preliminary meeting was held with the Town's Environmental Officer prior to a workshop on 19 March 2014 with the Town's Energy Team. The workshop included a demonstration on the use of the Platform and a target and actions were developed for carbon emissions reduction. The Carbon Reduction Plan is being drafted and several actions for implementation in 2014/15 have been recommended. A template for reporting emissions to the Town's council bi-annually is under development. Home Energy Audit Kits were updated and use of the kits was demonstrated to library staff.

Action: Co-ordinate and Implement the ACER Program for the City of Bayswater

An automatic data upload has occurred for the quarter concluding December 2013. Manual entry data for the quarter concluding March 2014 has been processed and entered onto the Platform. The Carbon Reduction Strategy (Greenhouse Abatement Plan (GAP) has had feedback incorporated and is being reviewed by the City prior to finalisation. The City requested a guide for determining if the installation of a photovoltaic system (solar panels) was the best option for community facilities. This is intended for use by community members. Preliminary research has been conducted and a guide has been drafted for review by the City prior to finalisation. Home Energy Audit Kits were updated and the use of the kits were demonstrated to library staff.

Action: Co-ordinate and Implement the ACER Program for the Shire of Mundaring

An automatic data upload has occurred for the quarter concluding December 2013. Manual entry data for the quarter concluding March 2014 has been processed and entered onto the Platform. The Carbon Reduction Strategy has been reviewed and is with the Shire for final feedback prior to input by the Sustainability Working Group meeting in the following quarter.



Item 1.2 continued

Action: Promote ACER Program to Small Businesses, Member Councils, Client Councils and External Organisations

The Emissions Reporting Platform Steering Committee meeting was cancelled and a survey will be sent by WALGA to subscribers to determine how the Platform is being used and what advancements would be most useful to subscribers. A forum regarding the range and use of LED lighting use was attended. This is beneficial to the development of actions regarding carbon emissions reduction.

Action: Co-ordinate and Implement the Carbon Reduction Strategy Review Project for Shire of Kalamunda

The Shire's draft Carbon Reduction Strategy is being reviewed and is with the Shire for feedback. The Carbon Action Plan is being developed. Data on the Platform was analysed to determine the high use facilities and where action would be most beneficial to reducing carbon emissions.

A meeting was held with the Shire to determine the best way of engaging the Shire's Energy Team. A workshop with the Energy Team will be held in the following quarter to further develop actions regarding carbon emissions reduction.

Strategy: 1.6.3 Implement the Regional Climate Change Adaptation Action Plan 2009-2013

Action: Implement the Regional Climate Change Adaptation Action Plan 2013-2015

The *Regional Climate Change Adaptation Action Plan 2013-2016* was completed with the draft provided to member Council Regional Environmental Advisory Group members for feedback.

The first seminar in the Climate Change Risk Awareness Seminar Series entitled "*Know the Risks: How will climate change impact you in your workplace?*" was held on 6 March 2014 at the Bassendean Memorial Library.

A meeting with the Director of the Office of Bushfire Risk Management was undertaken to discuss their work in relation to the development of Bushfire Risk Management Plans. A meeting was held with Curtin University to discuss the work they are undertaking in relation to the urban heat island effect.

EMRC was invited to deliver a presentation to the CRC for Water Sensitive Cities in relation to the Future Proofing Program and the associated Regional and Local Climate Change Adaptation Action Plans.

A submission was provided to the Australian Government in relation to the development of the Nation Climate Change Adaptation Framework.

Action: Coordinate and Implement the Local Climate Change Adaptation Action Plan for the City of Bayswater

The draft Future Proofing Project Plan for 2014/15 has been developed and sent to the City for review and feedback. The key focus area for the City of Bayswater is in relation to the impacts of urban heat island and how the City can minimise its impacts. A meeting with the City and Curtin University has been facilitated to discuss possible linkages with projects.

Action: Coordinate and Implement the Local Climate Change Adaptation Action Plan for the Shire of Mundaring

The draft Future Proofing Project Plan for 2014/15 has been developed and sent to the Shire for review and feedback. Bushfire Management Plans have been researched to identify opportunities in relation to providing community workshops.



Item 1.2 continued

Action: Coordinate and Implement the Local Climate Change Adaptation Action Plan for the City of Belmont

The draft Future Proofing Project Plan for 2014/15 has been developed and sent to the City for review and feedback. A risk assessment workshop was undertaken with the City as part of the review of their Local Climate Change Adaptation Action Plan (LCCAAP). The new format for the City's LCCAAP has been discussed and work will commence once the actions have been developed and after the RCCAAP has been accepted.

Action: Coordinate and Implement the Local Climate Change Adaptation Action Plan for the Town of Bassendean

The draft Future Proofing Project Plan for 2014/15 has been developed and sent to the Town for review and feedback. The Town of Bassendean hosted the first Climate Change Risk Awareness Seminar, "*Know the Risk: How will climate change impact you in your workplace?*" on 6 March 2014.

An acid sulfate soils workshop is being developed for the Town in collaboration with the Department of Environmental Regulation. The workshop is tentatively scheduled for April 2014.

Action: Coordinate and Implement the Local Climate Change Adaptation Action Plan for the Shire of Kalamunda

The draft Future Proofing Project Plan for 2014/15 has been developed and sent to the Shire for review and feedback. The Shire's LCCAAP has been reviewed and comments and recommendations provided prior to it going to council in March. The Shire has been assisted with the identification of a sustainability project for their intern to develop and undertake.

Strategy: 2.1.2 Implement the Swan and Helena Rivers Framework

Action: Implement Swan and Helena Rivers Regional Recreational Path Development Plan

The Swan and Helena Rivers Recreational Path Development Plan has been evaluated at a strategic level as part of the Swan and Helena Rivers Management Framework major review. A desktop review and stakeholder consultation has been undertaken and a Key Action Position Report has been compiled.

The City of Bayswater has completed a section of recreational path between Memorial Drive and Riverside Gardens.

Action: Undertake Swan and Helena Rivers Management Framework Review

Stage 2 of the Swan and Helena Rivers Management Framework Review has been completed by consultants SDF Global. A Key Action Position Report and Status of Key Action tables have been developed.

The City of Belmont Aboriginal Engagement Plan Consultation Forum was attended to assist with the development of stage 2 of the plan. The forum focussed on identifying successes and opportunities and gaps in the provision of Aboriginal services within the City; providing input into the Hardey Park Concept Plan and considering a Welcome to Country Protocol for the City of Belmont. The forum was attended by Aboriginal Elders, City of Belmont councillors, local government authorities and Aboriginal service providers including health, housing and education and training.

The Regional Aboriginal Consultation Guidelines were presented to the Your Way Our Way workshops organised by Perth Region NRM. Presentations were made to local government organisations; non-government organisations and community groups.



Item 1.2 continued

Action: Promote and Support the Use of the Swan River Trust Best Practice Approaches to Foreshore Stabilisation Manual to Member Councils

The EMRC is represented on the City of Belmont Precinct Planning Process Community Reference Group which is undertaking a trial precinct planning process with the Swan River Trust and Western Australian Planning Commission. The group have considered the draft City of Belmont Foreshore Precinct Plan.

A community forum was attended in relation to responses received during the public consultation on the City of Belmont's Esplanade Foreshore Stabilisation Concept Plan. As a result changes to the plan will be made to remove a designated fishing area and include a handrail along the proposed pedestrian path. It is proposed that stage 1 works including foreshore restoration and creation of a living stream will commence in Spring 2014. The City of Belmont has commenced foreshore stabilisation works between the eastern foreshore area of Ascot racecourse and the adjacent Gould Reserve.

No regional funding has been sourced during this period to assist with foreshore stabilisation in the Swan and Helena River Management Framework project area.

Strategy: 4.2.2 Continue to Foster and Enhance Relationships with Stakeholders Including Government Agencies and Business Groups

Action: Develop New Stakeholder Relationships e.g. Corporate Sponsorship

The New Water Ways Speaker Series provided an opportunity to engage with other interested parties regarding the Urban Heat Island Effect and possible future partnerships and information sharing.

The Glen Forest Community Garden Group was assisted with a grant application to the Department of Local Government and Communities Community Gardens Grant Program.

Action: Strengthen Stakeholder Relations (Internal and External)

The Regional Environmental Advisory Group meeting on 12 February 2014 provided an opportunity to share information and provide updates to member Councils. Engagement with other local governments at the WALGA Climate Change Senior Officers Group enabled some useful discussion around the possibilities for embedding climate change adaptation and sustainability into business as usual work practices.

Environmental Services hosted the Staff Information Session on 19 March 2014 providing an excellent opportunity to strengthen internal relationships and showcase the variety and quality of projects being delivered in the Region.



Item 1.2 continued

STRATEGIC/POLICY IMPLICATIONS

Key Result Area 1 – Environmental Sustainability

- 1.5 To contribute towards improved regional air, water and land quality and regional biodiversity conservation
- 1.6 To address climate change issues within the region

Key Result Area 2 – Social Opportunities

- 2.1 To facilitate regional, cultural and recreational activities

Key Result Area 4: Good Governance

- 4.2 To manage partnerships and relationships with stakeholders
- 4.4 To continue to improve financial and asset management practices
- 4.5 To improve organisational culture, health, welfare and safety

FINANCIAL IMPLICATIONS

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

SUSTAINABILITY IMPLICATIONS

The environmental management activities support sustainability principles and contribute towards the environmental, social, and economic benefits through water and energy savings, conservation and management of biodiversity and natural areas and community education and engagement.

MEMBER COUNCIL IMPLICATIONS

Member Council	Implication Details
Town of Bassendean	} Ongoing officer time is required to provide advice and information to the EMRC to ensure projects are being delivered in accordance with member Council expectations.
City of Bayswater	
City of Belmont	
Shire of Kalamunda	
Shire of Mundaring	
City of Swan	

ATTACHMENT(S)

Nil



1.3 RE-ENERGISING PERTH'S EASTERN REGION PROJECT UPDATE

REFERENCE: D2014/02531 (CEOAC) – D2014/04066

PURPOSE OF REPORT

To inform Council of the progress of the Re-energising Perth's Eastern Region project which is receiving funding under the Australian Government's Community Energy Efficiency Program.

KEY ISSUES

- In 2012, EMRC successfully applied for funding under the Australian Government's Community Energy Efficiency Program (CEEP) receiving \$647,420 for the Re-energising Perth's Eastern Region project. The total value of the project is \$1.3 million.
- The project is a partnership with the Town of Bassendean, City of Bayswater and Shire of Mundaring to improve the energy efficiency of key community facilities in the region.
- A Funding Agreement with the (former) Department of Climate Change and Energy Efficiency was signed on 31 October 2012 to initiate the regional project.
- Some delays were experienced earlier in the project due to the need to reapprove budget allocations, lack of responses to requests for tender and market and supply issues.
- A Deed of Variation was executed by the Department of Industry on 30 October 2013 to take into account the changes to scope and timeframes of various activities.
- The Project is now on schedule with 44 activities completed to date, including:
 - Light-emitting diodes (LED) street lighting upgrade on Old Perth Road in the Town of Bassendean with launch and community event;
 - Air conditioning upgrade and LED lighting retrofit at the Bayswater Library with launch and community event;
 - Variable Speed Drive Systems (VSDS) installation at Bayswater Waves Aquatic Centre in the City of Bayswater; and
 - Solar pool water heating system installation at Bilgoman Aquatic Centre in the Shire of Mundaring.
- Tenders for the remaining activities are now being finalised.
- The Project is due for completion by August 2015.

SOURCE OF REPORT

Director Regional Services
Manager Environmental Services

BACKGROUND

In 2012, EMRC successfully applied for Australian Government Community Energy Efficiency Program (CEEP) grant funding of \$647,420 to work in partnership with the Town of Bassendean, City of Bayswater and Shire of Mundaring to improve the energy efficiency of key community facilities in the region. The total value of the project is \$1.3 million.



Item 1.3 continued

The Re-energising Perth's Eastern Region project will upgrade or retrofit street lighting, pool pump efficiency and other high energy using fixtures such as internal lighting at these facilities to improve energy efficiency, mitigate the increasing costs of operating these respective facilities, reduce greenhouse gas emissions and improve air quality, as well as showcasing energy efficiency to communities across Perth's Eastern Region.

The facilities included in this regional project are:

- Town of Bassendean - Street lighting on Old Perth Road: Energy efficient LED lighting retrofit for Council-owned street lighting in the mixed use precinct on Old Perth Road;
- City of Bayswater – Bayswater Waves Aquatic Centre: Retrofit of Variable Speed Drives to improve efficiency of existing pool pump systems; plus energy efficient LED lighting retrofit to internal and external lighting for a major community use recreational facility;
- City of Bayswater – Bayswater Library: Energy efficient LED lighting retrofit to internal lighting; plus energy efficient air-conditioning upgrade for a major community use library facility; and
- Shire of Mundaring - Bilgoman Aquatic Centre: Upgrade of plant and equipment systems, including new pumps plus installation of Variable Speed Drive systems (VSDS) on pumps to improve efficiency; plus upgrade of solar heating system for pool water for this major community use recreational facility.

REPORT

The success of the grant application was announced on 14 June 2012 by the then Minister for Climate Change and Energy Efficiency, Hon. Greg Combet. After extensive negotiation, the Funding Agreement with the Department of Climate Change and Energy Efficiency was finalised on 31 October 2012, which initiated the project.

Memorandums of Understanding (MOUs) were then prepared and sent to participating member Councils, as group members. As the funding announcement and subsequent Funding Agreement occurred after 2012/13 budgets were approved by Councils, additional time was required to re-approve allocations of co-funding for the CEEP projects and the MOUs. This caused unexpected delays to the start of project activities. A number of other unforeseeable and unavoidable delays were also experienced, including lack of responses to request for tender and market and supply issues.

In the interim, the Department of Climate Change and Energy Efficiency transitioned to the Department of Resources, Energy and Tourism (DRET).

A Deed of Variation to the existing Funding Agreement and Schedules to incorporate proposed changes to scope and completion dates was required. Revised Tables of Milestones, Budget and Activities, prepared in consultation with the member councils to ensure new timeframes and scopes were appropriate and achievable, were submitted to DRET to be incorporated into a Deed of Variation. Variations to Memoranda of Understanding were then finalised, signed and executed.

Following the federal election on 18 September 2013, DRET was abolished and its functions transferred to the Department of Industry (DI). The DI also underwent some staffing revisions. The Deed of Variation was executed by the DI on 30 October 2013. The Financial Report for 2012/13 was accepted by the DI.

To date, 44 project activities have been completed including:

- Design, purchase and installation of LED street lights on Old Perth Road in the Town of Bassendean;
- Promotion of the LED street lighting on Old Perth Road, including a launch event held on 17 December 2013, installation of signage along Old Perth Road, a temporary display at the Bassendean Memorial Library and hosting of a stall at the Old Perth Road Twilight Markets on 21 December 2013;
- Preliminary energy audit at Bayswater Library;



Item 1.3 continued

- Design, purchase and installation of air conditioning upgrade at Bayswater Library;
- Design, purchase and installation of LED lighting retrofit at Bayswater Library;
- Promotion of the works at Bayswater Library, including a launch and community presentation event held on 22 January 2014, installation of signage and a temporary display at the Bayswater Library;
- Preliminary energy audit at Bayswater Waves Aquatic Centre;
- Design, purchase and installation of variable speed drive systems (VSDS) on the pool pumps at Bayswater Waves Aquatic Centre;
- Design and release of request for tender for the Bayswater Waves Aquatic Centre LED lighting retrofit;
- Preliminary energy audit at Bilgoman Aquatic Centre;
- Design, purchase and installation of a solar pool heating system at Bilgoman Aquatic Centre;
- Release of request for tender and engagement of supplier for major plant upgrades, including installation of VSDS on pool pumps at Bilgoman Aquatic Centre;
- Development of promotional materials including signage, banners, magnets, stickers, community pledges and information flyers; and
- Updating of EMRC's corporate website with information about the project, and production of media releases and newsletter articles, including articles for the Greenpage, WALGA Eco News, Chidlow Chatter and EMRC Newsletter.

The project is scheduled for completion in August 2015, with activities yet to be undertaken including:

- Completion of the installation of the LED lighting retrofit at Bayswater Waves Aquatic Centre;
- Promotion of the activities at Bayswater Waves Aquatic Centre, including a launch event and community engagement;
- Completion the VSDS installation and major plant upgrades at Bilgoman Aquatic Centre;
- Promotion of the activities at Bilgoman Aquatic Centre, including a launch event and community engagement;
- Final community engagement and official event at the EMRC;
- End of project energy audits;
- Ongoing Milestone reporting;
- 2013/2014 and 2014/2015 financial reporting; and
- End of project final reporting to the DI including lessons and learnings to apply to future funding.

STRATEGIC/POLICY IMPLICATIONS

Key Result Area 1 – Environmental Sustainability

1.5 To address climate change issues within the region

Key Result Area 3 – Economic Development

3.1 To facilitate increased investment in regional infrastructure



Item 1.3 continued

MEMBER COUNCIL IMPLICATIONS

Member Council	Implication Details	
City of Bayswater	} Increased energy efficiency and decreased operational expenses	
City of Belmont		Nil
Shire of Kalamunda		Nil
Shire of Mundaring		Increased energy efficiency and decreased operational expenses
City of Swan		Nil

FINANCIAL IMPLICATIONS

There is no additional financial implication in relation to the continuation of the Community Energy Efficiency Program above and beyond the funding that has already been allocated to the project through EMRC and member Councils' participation.

SUSTAINABILITY IMPLICATIONS

The Re-energising Perth's Eastern Region project will improve our participating councils' energy efficiency, mitigate the increasing costs of operating these respective facilities, reduce greenhouse gas emissions and improve air quality, as well as showcasing energy efficiency to communities across Perth's Eastern Region. Implications for the Region include:

Financial

- Reduced energy costs for the facilities involved;
- Reduced maintenance costs for the member councils involved;
- Mitigated cost increases to residents; and
- Potentially reduced energy costs for members of the community who take up the energy efficiency challenge.

Environmental

- Mitigated carbon emissions from reduced energy use;
- Improved air quality from reduced emissions; and
- Contribution to Australia's national emissions reduction target.

Social

- Increased awareness of the benefits of energy efficiency and, in particular, the technologies being showcased in Perth's Eastern Region;
- Supported communities being able to adapt to increasing energy costs; and
- Viable community facilities continuing to provide essential services.

ATTACHMENT(S)

Nil



1.4 IMPACTS OF THE DIRECT ACTION PLAN ON LOCAL GOVERNMENT

REFERENCE: D2014/02400 (CEOAC) – D2014/04065

PURPOSE OF REPORT

To brief Council regarding the potential impacts of the Australian Government's Direct Action Plan on local government.

KEY ISSUES

- The Australian Government expects that the Direct Action Plan will efficiently and effectively source low cost emissions reductions and through this process improve Australia's environment.
- The Australian Government intends to abolish the carbon price through the Carbon Tax Repeal Bill 2013. The Bill has been blocked by the current Senate. The outcome of this Bill will be decided after the Senate composition changes on 1 July 2014.
- The keystone of the Direct Action Plan is the Emissions Reduction Fund (ERF) which is designed to fund projects that will abate the most emissions for the least amount of investment.
- The review of the Renewable Energy Target will focus on the targets impact on electricity prices, the renewable energy sector, manufacturing and households. An outcome is due at the end of 2014.
- The Direct Action Plan outlines a number of programmes but lacks detail such as who can access the programmes and how they will be implemented.
- Based on current information, local governments will neither be advantaged nor disadvantaged by the Direct Action Plan.
- A submission on the draft Statement of Requirements of the Green Army was lodged. EMRC is currently undergoing discussions with potential service providers and member Councils on delivery of this programme throughout the Region. The Green Army will commence in July 2014.
- Member Councils will be kept abreast of funding opportunities that arise from the Government's *Cleaner Environment Plan* and *Direct Action Plan*.

SOURCE OF REPORT

Director Regional Services
Manager Environmental Services

BACKGROUND

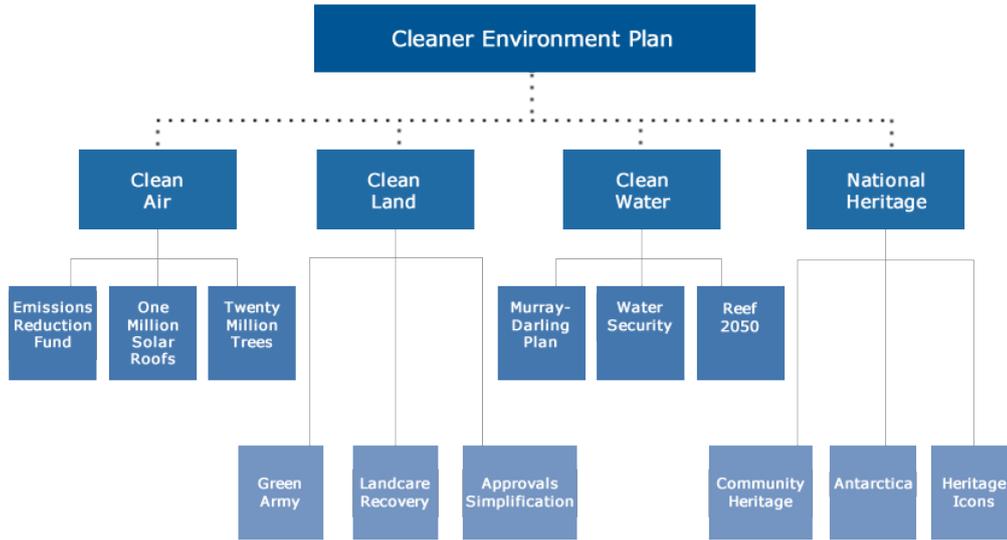
The Australian Government intends to replace the current carbon pricing mechanism with its Direct Action Plan which would provide financial incentives for polluters to reduce emissions. The Government remains committed to a five per cent reduction in carbon emissions by 2020.

The Australian Government has developed a *Cleaner Environment Plan* (Figure 1) which incorporates four pillars of environment planning – Clean Air, Clean Land, Clean Water and National Heritage. This Plan has been developed with the aim to realise the Government's vision of 'a great society by protecting and improving our environment for future generations'.



Item 1.4 continued

Figure 1: Cleaner Environment Plan

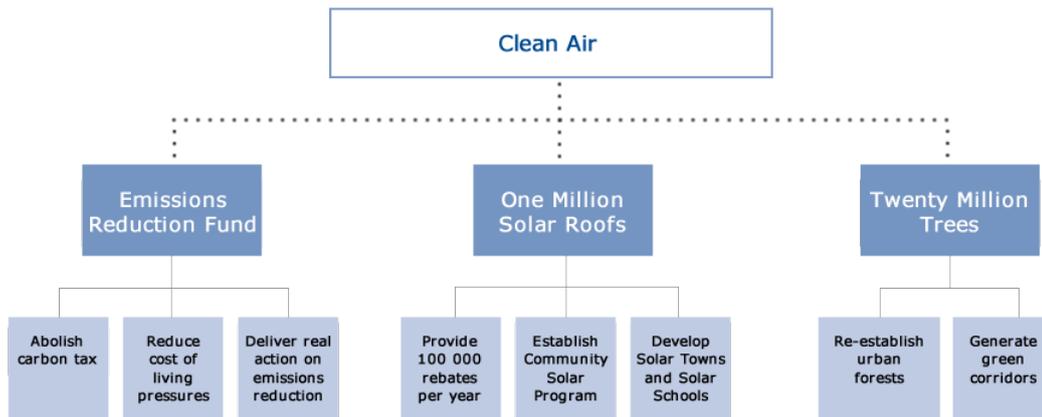


Source: Australian Government

Clean Air: Direct Action Plan

The Australian Government anticipates that they will reach their emissions reduction target of 5% reduction below 2000 levels by 2020 through its Clean Air Plan (Figure 2). The Government expects that this plan will efficiently and effectively source low cost emissions reductions and through this process improve Australia’s environment. The keystone programme is the Emissions Reduction Fund. In addition to this fund, other programmes will be developed to further assist in achieving this outcome.

Figure 2: Clean Air



Source: Australian Government



Item 1.4 continued

REPORT

The potential impacts of the Australian Government's Direct Action Plan on local government are summarised below in relation to key actions or programs that may be implemented under the Plan.

Abolishment of the Climate Commission

The Climate Commission was set up by the Gillard Government in 2011 to offer reliable and authoritative information, research and education in relation to climate change and the impacts that it will have on Australia. Less than two weeks after being elected, the Coalition abolished the Climate Commission as part of cost cutting measures. Less than one week later, through publicly raised funding of just over \$1 million, the non-profit organisation, the Climate Council was formed. The Climate Council will continue to run as a non-government, non-profit organisation that is funded by the community and will continue to provide information, research and education to the Australian community.

Abolish the Carbon Tax

The Australian Government intends to abolish the carbon price through the Carbon Tax Repeal Bill 2013. On 10 December 2013, Labour and Greens in the Senate forced the rejection of the first Bill that was aimed at scrapping the \$10 billion Clean Energy Finance Corporation. The Senate referred a number of matters to the Environment and Communications References Committee for inquiry and report. The reporting date is 24 March 2014. The Senate (as it currently stands) is showing little evidence that they will make any decision on the full package of Bills. The Government will seek to repeal the Bills once the new Senate is sworn in on 1 July 2014.

Emissions Reduction Fund

The Emissions Reduction Fund (ERF) is the keystone programme developed under the Direct Action Plan and will commence on 1 July 2014. The ERF will directly support emissions reduction activities undertaken by businesses that are required to report under the National Greenhouse and Energy Reporting Scheme (NGERS). Businesses that reduce their emissions below their identified 'business-as-usual' baseline will be able to offer their carbon permits to the government under a reverse auction mechanism. Smaller businesses that are not required to report under NGERS will be able to participate on an 'opt-in' basis. The Clean Energy Regulator will be responsible for approving the methodologies and will be required to ensure that these support genuine and verifiable emissions reductions.

Long-term abatement will be achieved through financial penalties that will occur if a business emits over their baseline. Penalties will be on a sliding scale based on the size of operations and the level to which they exceed their baseline. Baseline limits may also be reduced over time if the emissions reduction target does not look like it will be reached by the deadline.

The Government is looking for projects that will abate the most emissions for the least amount of investment. Unfortunately, this may mean that local governments that do not have the revenue already in place to implement large abatement programmes may not be able to compete against large corporations under the ERF. The funding will most likely be awarded to those businesses that have the revenue and means to implement large scale, low investment projects to reduce emissions.

The Green Paper was released in early 2014 for public comment. In a submission to the Department of Environment, EMRC, with input from the member Councils, made comment in relation to:

- The lack of consideration of local government as a sector. Local governments are not a business nor are they residential;
- Local government's inability to reduce emissions without upfront financial support through grants;
- Low cost emissions abatement and best value emissions abatement are not necessarily the same thing - there also needs to be consideration in relation to co-benefits beyond reducing emissions; and
- Local government operations and in particular the potential for offsets through diversion of waste from landfill and capture of emissions for those local government organisations operating waste management facilities.



Item 1.4 continued

Renewable Energy Target

The Renewable Energy Target (RET) scheme is designed to ensure that 20% of Australia's electricity comes from renewable sources by 2020. The RET scheme legislation prescribes regular reviews of the scheme's operation to ensure it is operating efficiently and effectively. The Australian Government launched a statutory review of the RET on 17 February 2014. The review will focus on the target's impact on electricity prices, the renewable energy sector, manufacturing and households. The outcome of the review is due by the middle of the year and will feed into the Energy White Paper process.

One Million Solar Roofs

The One Million Solar Roofs Programme will provide \$500 rebates to support the installation of one million rooftop solar energy systems over 10 years. This will be capped at 100,000 rebates per year. Priority will be given to low-income households and solar water heaters. A community Solar Programme will allow not-for-profit and Indigenous communities to receive up to 10 per cent of the available rebates. There may be a possibility that funding could be sought through this funding stream for small council-owned buildings or community facilities but details have not yet been confirmed.

Solar Towns and Solar Schools

Under the Solar Towns and Solar Schools programs, \$50 million will be allocated for at least 25 Solar Towns and a further \$50 million for 100 Solar Schools. The project will be developed over 6 years. As with the One Million Roofs Programme, there may be a possibility that funding could be received by local schools in the region but details have not yet been confirmed.

Twenty Million Trees

Twenty million trees will be planted by 2020 in a programme that will commence mid-2014. The Twenty Million Trees Fund will help to green urban and regional areas and create new green corridors, while making a contribution to meeting Australia's target of reducing greenhouse gas emissions by 5% below 2000 levels by 2020. There may be an opportunity for local government to harness some of the work being undertaken to boost revegetation programmes within the region. Details of this project are not confirmed.

Additional Programmes

The *Cleaner Environment Plan* may offer additional environmental programmes under the other pillars. These are likely to include:

- Clean Land – Green Army and Landcare Recovery;
- Clean Water – Water Security and Swan and Canning River Recovery Programme; and
- National Heritage – Community Heritage and Icons Programme.

In February 2014 the EMRC lodged a submission on the draft Statement of Requirements of the Green Army and is currently undergoing discussions with potential service providers and member Councils on delivery of this programme throughout the Region. The Green Army will commence in July 2014.

Summary

The *Direct Action Plan* currently lacks detail in relation to how these programmes will be implemented and who will be able to access them. There appears to be very little benefit or disadvantage to local governments under the *Direct Action Plan*. Until further details are released on the individual programmes, it is unclear which programmes local governments will be eligible for, or the impacts of those programmes.



Item 1.4 continued

STRATEGIC/POLICY IMPLICATIONS

Key Result Area 1 – Environmental Sustainability

- 1.5 To contribute towards improved regional air, water and land quality and regional biodiversity conservation.
- 1.6 To address climate change issues within the Region.

FINANCIAL IMPLICATIONS

The EMRC will keep member Councils abreast of funding opportunities arising from the *Cleaner Environment Plan* and *Direct Action Plan*.

SUSTAINABILITY IMPLICATIONS

The information regarding the *Direct Action Plan* is not detailed enough at this point in time to be able to assess the financial, environmental and social impacts.

MEMBER COUNCIL IMPLICATIONS

Member Council

Town of Bassendean
City of Bayswater
City of Belmont
Shire of Kalamunda
Shire of Mundaring
City of Swan

Implication Details

More information regarding the *Direct Action Plan* is required to be able to assess the potential implications for member Councils. The EMRC will keep member Councils abreast of funding opportunities that arise from the Government's *Cleaner Environment Plan* and *Direct Action Plan*.

ATTACHMENT(S)

Nil



15 REPORTS OF COMMITTEES

**15.1 CHIEF EXECUTIVE OFFICERS ADVISORY COMMITTEE MEETING HELD 1 APRIL 2014
(REFER TO MINUTES OF COMMITTEE – BLUE PAGES)
REFERENCE: D2014/00103**

The minutes of the Chief Executive Officers Advisory Committee meeting held on **1 April 2014** accompany and form part of this agenda – (refer to blue section of 'Minutes of Committees' for Council accompanying this Agenda).

QUESTIONS

The Chairman invited general questions from members on the report of the Chief Executive Officers Advisory Committee.

RECOMMENDATION(S)

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

COUNCIL RESOLUTION(S)

MOVED CR POWELL SECONDED CR WOLFF

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

CARRIED UNANIMOUSLY

Cr Lindsey entered the meeting at 6:24pm.

CHIEF EXECUTIVE OFFICERS ADVISORY COMMITTEE

MINUTES

1 April 2014

(REF: D2014/00103 (CEOAC) – D2014/04067)

A meeting of the Chief Executive Officers Advisory Committee was held at the EMRC Administration Office, 1st Floor, 226 Great Eastern Highway, BELMONT WA 6104 on **Tuesday, 1 April 2014**. The meeting commenced at **12:30pm**.

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7 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

8 QUESTIONS BY MEMBERS WITHOUT NOTICE

Nil

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

Nil

10 BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING

Nil



11 REPORTS OF EMPLOYEES

11.1 REGIONAL CLIMATE CHANGE ADAPTATION ACTION PLAN 2013-2016

REFERENCE: D2014/02399 (CEOAC) – D2014/04069

PURPOSE OF REPORT

To seek Council approval of the Regional Climate Change Adaptation Action Plan 2013-2016.

KEY ISSUES AND RECOMMENDATION(S)

- In 2012, Council approved the review of the Regional Climate Change Adaptation Action Plan (RCCAAP) 2009-2013 and the development of a new RCCAAP 2013-2016.
- In 2013, Council approved the recommendations from the review and the continuation of the Future Proofing Program until 2016.
- In 2013-2014, the RCCAAP 2013-2016 was developed to include updated scientific information, identify completed actions and achievements of the RCCAAP 2009-2013, additional actions and timeframes.
- The RCCAAP 2013-2016 has been reviewed and updated with input from member Council officers and highlights the following issues:
 - Climate change is already upon us. The summer of 2012-2013 was the hottest on record. Coined the 'Angry Summer', more than 120 weather records were broken in 90 days.
 - Some of the impacts of climate change will develop slowly while others will be in the form of big events that will adversely affect communities.
 - The economic cost of the 2009 Black Saturday fires in Victoria resulted in the loss of 173 lives, more than 2,000 homes, 8,000 – 11,000 stock lives and \$1.266 billion in insurance loss.
 - Falling groundwater tables and pressure for inner city high-rise density development in and around waterways have the potential to expose acid sulfate soils.
- A seminar series is being delivered in 2014 for member Council staff to increase knowledge and awareness of climate change risks and adaptation.
- The EMRC and its member Councils need to continue to lead the way in relation to climate change adaptation through the Future Proofing program and delivery of the Regional Climate Change Adaptation Action Plan.

Recommendation(s)

That Council approves the Regional Climate Change Adaptation Action Plan 2013-2016.

SOURCE OF REPORT

Director Regional Services
Manager Environmental Services

BACKGROUND

In May 2008, the Australian Government provided EMRC with \$50,000 through the Local Adaptation Pathways Programme which gave the opportunity to undertake climate change risk assessments and adaptation planning within Perth's Eastern Region. Council agreed to contribute funding of \$43,375 to the program.



Item 11.1 continued

Development of the Future Proofing Perth's Eastern Region Program and a regional adaptation action plan occurred through close collaboration with member Councils and, in September 2009, Council approved the *Regional Climate Change Adaptation Action Plan (RCCAAP) 2009-2013*.

The RCCAAP identified risks and actions that would assist local government operations and services at a regional level. Each of EMRC's member Councils undertook a similar risk assessment process and developed individual Local Climate Change Adaptation Action Plans (LCCAAPs). The combination of the RCCAAP and LCCAAPs has resulted in the EMRC and its member Councils leading the way and exemplifying best practice for local governments in relation to climate change adaptation.

A major review of the Regional Climate Change Adaptation Action Plan (RCCAAP) 2009-2013 was undertaken in 2012/2013 to identify future actions and to seek member council support and agreement to continue to pursue climate change action.

Council approved the extension of the Future Proofing Perth's Eastern Region Program until 2016 and the development of the RCCAAP 2013-2016 at the Council meeting on 20 June 2013 (Ref: DMDOC/180100).

"COUNCIL SUPPORTS CONTINUED ACTION ON CLIMATE CHANGE THROUGH IMPLEMENTATION OF THE FUTURE PROOFING PERTH'S EASTERN REGION PROJECT UNTIL JUNE 2016."

"COUNCIL APPROVES THE PROPOSED ACTIONS OUTLINED IN THE ATTACHED REPORT REGIONAL CLIMATE CHANGE ADAPTATION ACTION PLAN 2009-2013 MAJOR REVIEW FOR INCLUSION IN A NEW REGIONAL CLIMATE CHANGE ADAPTATION ACTION PLAN FOR 2013-2014 TO 2015-2016."

Major achievements of the RCCAAP for 2009-2013 include:

- EMRC and member Councils became signatories to the Western Australian Local Government Declaration on Climate Change, a commitment which recognises the significant and continuing efforts that WA local governments are making in relation to adapting to climate change;
- Assistance and support for other program initiatives for the Region such as Perth Solar City, ICLEI Water Campaign, Water and Energy Auditing, ACER program and various Swan-Helena River initiatives, along with the employment of a Regional TravelSmart Officer;
- Recognition of the *Future Proofing* program as a leading program in climate change adaptation and mitigation in the Local Government Sector and granted a 2011 NCCARF Climate Change Champions Finalist Award;
- Recognised by the Australian Government as a leader in adaptation in November 2013 which led to a meeting with representatives from the Department of Environment's Adaptation and Science Division. The Department sought information and feedback on the EMRC's experiences from developing and implementing the Regional and Local Climate Change Adaptation Action Plans;
- Submission to the Australian Government's National Outlook Framework. The framework is intended to assist business and government with reviewing and monitoring adaptation and to provide consistency and monitoring in relation to Australia's adaptation efforts; and
- Launched the EMRC's Climate Change Risk Awareness Seminar Series in 2013. The seminars are being rolled out in 2014 and aim to raise the profile of climate change within the Region and to assist staff in understanding that climate change adaptation is everyone's responsibility.

REPORT

Adapting to climate change, particularly in south west WA, continues to represent the biggest challenge and opportunity faced by local governments now and into the future. The Regional Climate Change Adaptation Action Plan (RCCAAP) is the EMRC's key strategic document developed to assist with future proofing Perth's Eastern Region. The RCCAAP's key purpose is to address high level advocacy issues which are generally aimed at state and federal government from a regional level.



Item 11.1 continued

The RCCAAP comprises of 10 priority risk areas which contain actions for implementing climate change adaptation across Perth's Eastern Region. They include:

- Infrastructure Failure;
- Impacts on Essential Services;
- Watercourse Damage and Loss;
- Increasing Bushfires;
- Water Decline and Reduced Water Quality;
- Greenhouse Gas Emissions and Related Air Pollution;
- Loss of Ecosystems and Provision of Public Open Space;
- Decline in Population Health and Wellbeing;
- Economic Challenges and Opportunities; and
- Changing Leadership and Development Requirements.

The RCCAAP 2013-2016 highlights the following issues:

- Climate change is already upon us. The summer of 2012-2013 was the hottest on record. Coined the 'Angry Summer', more than 120 weather records were broken in 90 days;
- Some of the impacts of climate change will develop slowly while others will be in the form of big events that will adversely affect communities such as the recent fires in Parkerville where 57 homes were destroyed and 386 hectares burnt;
- The economic cost of the 2009 Black Saturday fires in Victoria resulted in the loss of 173 lives, more than 2,000 homes lost, between 8,000 – 11,800 stock lives and \$1.266 billion in insurance loss (Climate Council, 2013); and
- Falling groundwater tables and pressure for inner city high-rise density development in and around waterways have the potential to expose acid sulfate soils. Soils with a high to moderate Potential Acid Sulfate Soils risk occur in the interdunal swales, flats and creeklines such as Ashfield Flats, Baigup, parts of Ascot and Viveash.

The Future Proofing Perth's Eastern Region Program, RCCAAP, LCCAAPs and associated project plans have been closely aligned with each of the member Council's Strategic Community and Corporate Business Plans.

The RCCAAP will be monitored annually to determine progress and an annual progress bulletin will be developed for member Councils outlining achievements to date and reporting on any issues or changes that may have occurred. The bulletin will be provided to Council and to member Council Regional Environmental Advisory Group members. A major review of the strategy will be undertaken in 2016.

The implementation of the RCCAAP 2013-2016 has already commenced with the development and delivery of the Climate Change Risk Awareness Seminar Series. The first seminar entitled *Know the Risks: How will climate change impact you in your workplace?* was held on 6 March 2014 and hosted by the Town of Bassendean. The keynote speaker was Dr Bryson Bates, 2007 shared Nobel Peace Prize winner, Fellow of the Institution of Engineers, Australia and former Leader for the Pathways to Adaptation Theme in CSIRO's Climate Adaptation National Flagship. The seminar was very well received and attended by a mix of member Council officers and external stakeholders including the Office of Bushfire Risk Management, Curtin University and other local governments.

The EMRC and member Councils are encouraged to formally embed climate change into mainstream management and governance decision making to meet future challenges and opportunities. In doing so, climate change impacts and risks would be explicitly recognised and incorporated across all local government plans and procedures.



Item 11.1 continued

Climate change can also present new opportunities whereby action taken to adapt will generate significant social, economic and environmental benefits and this will lead to more vibrant and resilient societies.

This report is seeking approval of the Regional Climate Change Adaptation Action Plan 2013-2016 as attached.

STRATEGIC/POLICY IMPLICATIONS

Key Result Area 1 – Environmental Sustainability

- 1.5 To contribute towards improved regional air, water and land quality and regional biodiversity conservation
- 1.6 To address climate change issues within the Region

Key Result Area 4 – Good Governance

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

FINANCIAL IMPLICATIONS

There is no additional financial implication in relation to the approval of the RCCAAP above and beyond the funding that has already been allocated to the program through EMRC and member Councils' participation.

The EMRC will keep member Councils abreast of funding opportunities that arise.

SUSTAINABILITY IMPLICATIONS

The impacts of a changing climate will affect Perth's Eastern Region financially, environmentally and socially. The decision to not prepare or adapt is no longer a viable decision for local governments. Some of the potential impacts for local governments in Perth's Eastern include:

Financial

- Infrastructure failure or reduced life expectancy of infrastructure through exposure to heat, water, acid sulfate soils, etc;
- Increased energy costs due to increases in temperature;
- Essential services failure affecting energy, water, transport, etc; and
- Potential liability due to maladaptation.

Environmental

- River bank erosion;
- Loss of flora and fauna;
- Reduced air and water quality; and
- Alteration to climatic conditions and the flow-on effect on natural systems.

Social

- Urban heat island effect;
- Increased cases of motility and morbidity;
- Increased spread of vector born diseases; and
- Reduced health and wellbeing of residents.



Item 11.1 continued

MEMBER COUNCIL IMPLICATIONS

Member Council

Town of Bassendean
City of Bayswater
City of Belmont
Shire of Kalamunda
Shire of Mundaring
City of Swan

Implication Details

The RCCAAP provides an overarching research, advocacy and educational aspect that strongly assists with member Council's LCCAAP.

Nil, the City of Swan withdrew from the program in 2010.

ATTACHMENT(S)

Regional Climate Change Adaptation Action Plan 2013-2016 (Ref: D2014/03168)

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION(S)

That Council approves the Regional Climate Change Adaptation Action Plan 2013-2016.

It was requested that a presentation from the Department of Water and Cooperative Research Centre (CRC) for Water Sensitive Cities be arranged for a future Councillors Strategy/Briefing Session. This session will provide an overview of State Government responsibilities and actions in delivering water availability and an update from the CRC on the latest research on best management water practices including stormwater harvesting; groundwater management and water sensitive urban design.

CEOAC RECOMMENDATION(S)

MOVED MR FOLEY

SECONDED MR COLE

That Council approves the Regional Climate Change Adaptation Action Plan 2013-2016.

CARRIED UNANIMOUSLY

COUNCIL RESOLUTION(S)

MOVED CR POWELL

SECONDED CR WOLFF

THAT COUNCIL APPROVES THE REGIONAL CLIMATE CHANGE ADAPTATION ACTION PLAN 2013-2016.

CARRIED UNANIMOUSLY



Protecting Perth's Eastern Region



REGIONAL CLIMATE CHANGE ADAPTATION ACTION PLAN 2013-2016



Disclaimer

The views and opinions expressed in the report are not necessarily those of the EMRC or its member councils. The contents of this report have been compiled using a range of source materials and while reasonable care has been taken in its compilation, the EMRC and its member councils shall not accept responsibility for the accuracy or completeness of the contents of this report and shall not be liable for any loss or damage that may be occasioned directly or indirectly through the use of or reliance of the contents of this report.

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Future Proofing Perth's Eastern Region – Regional Climate Change Adaptation Action Plan (RCCAAP) 2013-2016

INTRODUCTION

In 2013, the World Economic Forum ranked failure to adapt to the impacts of climate change as one of the five highest impact global risks.

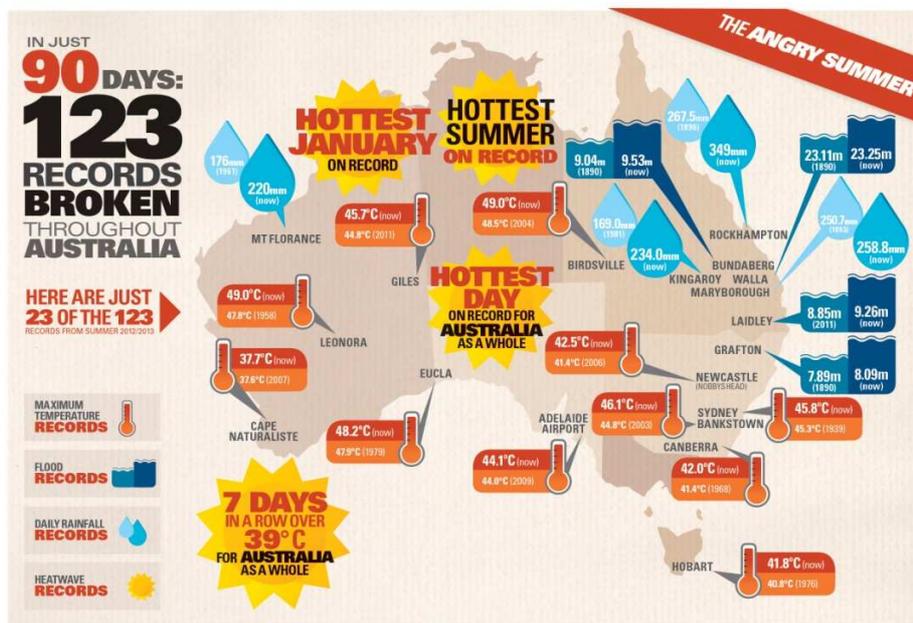
Department of Industry, Innovation, Climate Change, Science, Research and Tertiary Education

Climate change is already upon us. The evidence is clear. The summer of 2012-2013 was the hottest on record. Coined the 'Angry Summer', more than 120 weather records were broken in 90 days (Climate Council, 2013). On a global scale, 2013 was the fourth hottest on record (NOAA, 2013). The catalyst behind the rapidly increasing climatic conditions is unequivocally due to human interference (IPCC, 2013).

Adapting to a changing climate, particularly in south west WA, continues to represent the biggest challenge and opportunity faced by local governments now and into the future. Climate change is not just an environmental issue, it is also a social and economic issue that if not managed could result in devastating outcomes.

In September 2013, the Intergovernmental Panel on Climate Change (IPCC) announced in its fifth assessment report (AR5-2013) that we are now tracking what was previously (AR4-2007) the worst case scenario. The key outcomes from the AR5 report relate to strengthening the certainty that climate change is happening, has been considerably accelerated by human activities and will have significant impact on human health and the natural environment.

Some of the impacts of climate change will develop slowly while others will be in the form of big events that will affect communities, such as the recent fires in Parkerville where 57 homes were destroyed and 386 hectares burnt (Shire of Mundaring, 2014). Perth's Eastern Region needs to adapt and be prepared for these events.





Climate change presents a huge challenge for local government with possible impacts including infrastructure failure, changes in land-use, loss or migration of biodiversity, reduction in environmental health and increased intensity and frequency of fire and emergency events. Other broader key risks include the potential for changing economic viability of local industries, social dislocation and impacts on human health and wellbeing.

Climate change can also present new opportunities whereby action taken to adapt will generate significant social, economic and environmental benefits and this will lead to more vibrant and resilient societies.

The following Plan outlines regional scale actions required to future proof Perth's Eastern Region.

CLIMATE CHANGE IMPACTS FOR PERTH'S EASTERN REGION BY 2070

-  Minimum 4°C temperature rise
-  Annual number of days above 35°C to increase from the current 28 days to between 36 and 67 days
-  Rainfall reduction by 20-40%
-  Sea level rise by 25 to 75cm

FLOW ON EFFECTS OF CLIMATE CHANGE ON PERTH'S EASTERN REGION

-  Reduced water—quality and quantity
-  Loss of biodiversity
-  Increased bushfires and heatwaves
-  Reduced air quality, health and wellbeing

(Information sourced from IPCC 2007, IPCC 2011)

BACKGROUND

Since 2008, EMRC has implemented the Future Proofing Perth's Eastern Region: Adapting to Climate Change Program to actively implement actions to assist and prepare the Region to adapt to the threatening impacts of climate change.

In September 2009, EMRC's Council approved the *Future Proofing Perth's Eastern Region - Regional Climate Change Adaptation Action Plan (RCCAAP) 2009-2013* which identified regional risks and actions that would assist local government operations and services at a regional level.

Development of the Future Proofing Perth's Eastern Region Program and a regional adaptation action plan occurred through close collaboration with member councils Town of Bassendean, City of Bayswater, City of Belmont, Shire of Kalamunda, Shire of Mundaring and City of Swan.

As a result of the development of the RCCAAP, each of EMRC's member councils undertook a similar risk assessment process and developed their own individual Local Climate Change Adaptation Action Plans (LCCAAPs).

The combination of the RCCAAP and LCCAAPs has resulted in the EMRC and its member councils being at the forefront of adapting to climate change.

In 2010, the City of Swan withdrew its participation from the Future Proofing Perth's Eastern Region Program.

EMRC has been acknowledged by the National Climate Change Adaptation Research Facility (NCCARF) as a champion in climate change adaptation (2011) due to the leading work undertaken under the Future Proofing program.

In 2013, the EMRC's Council approved the extension of the Future Proofing Program until 2016. This included the review of the *Regional Climate Change Adaptation Action Plan 2009-2013* and the development of the new 2013-2016 Plan which occurred in close consultation with member council officers. The RCCAAP 2013-2016 will continue to progress and build upon the work that was started under the previous plan. This ensures that EMRC remains a leader in local government climate change adaptation planning.

The achievements of the past four years are outlined on the following page. EMRC and its member councils anticipate ongoing success as the program continues to lead the way for local governments in relation to climate adaptation.

MONITORING AND REVIEW

The RCCAAP will be monitored annually to determine progress against the plan. An annual progress bulletin will be developed for member councils outlining achievements to date and reporting on any issues or changes that may have occurred. The bulletin will be delivered through EMRC's Council and directly to the Regional Environmental Advisory Group members.

There are currently no national standards to benchmark climate change adaptation actions however the Australian Government is working on the development of the National Adaptation Outlook Framework which is due for release late 2014 or early 2015. EMRC has provided feedback into the draft Framework.

A major review of the RCCAAP will be undertaken in 2016. This review will include a review of the National Adaptation Outlook Framework to identify any strategic linkages.

ACHIEVEMENTS FOR 2009-2013



- EMRC and its member councils became signatories to the Western Australian Local Government Declaration on Climate Change, a commitment which recognises the significant and continuing efforts that WA local governments are making in relation to adapting to climate change;
- Advocated for more localised flood modelling for the Region, via Geoscience Australia, the Department of Water (DoW), and the University of Western Australia;
- Provided a submission on *State Planning Policy 2.6 - State Coastal Planning Policy*, particularly regarding the possible effects of sea level rise on EMRC's four river-based councils;
- Advocated local government needs to the Department of Planning and WALGA to ensure appropriate planning frameworks are in place to address climate change;
- Advocated to the Department of Water for mapping of areas in the Region at high risk of subsidence due to lowering of the groundwater table;
- Provided information for member council staff on accessing mapping of Acid Sulfate Soils (ASS) in the Region, as well as information on training in ASS for local government officers;
- Advocated and provided information to member councils on changes to communications for emergency management;
- Continued advocacy for increased funding and support for alternatives to overhead power;
- Assisted and supported other program initiatives for the Region such as Perth Solar City, ICLEI Water Campaign, Water and Energy Auditing, ACER program, and various Swan-Helena River initiatives, along with the employment of a Regional TravelSmart Officer;
- Advocated to the Department of Premier and Cabinet and the former Department of Environment and Conservation (Climate Change Unit) to develop a policy position and to build policy cohesion across all agencies in regards to climate change adaptation;
- Ongoing monitoring of emerging funding opportunities, including National Climate Change Adaptation Research Facility (NCCARF) grants, and the former federal government's suite of Clean Energy Future grants;
- Recognition of the *Future Proofing* program as a leading program in climate change adaptation and mitigation in the Local Government Sector and granted a 2011 NCCARF Climate Change Champions Finalist Award;
- Coordination of a Climate Change Forum in April 2011, to inform local government elected members and key staff about the legal implications to local governments associated with exposure to climate change impacts, implications for planning approvals and building designs, and factoring climate change adaptation into decision making and emergency management;
- Review of all actions within the RCCAAP and LCCAAPs to identify their strategic alignment with all Strategic Community and Corporate Business Plans, as well as alignment with other projects and programs being implemented by EMRC and member councils;
- Approval in 2013 of the extension of the Future Proofing Perth's Eastern Region Program until 2016 by EMRC's Council;
- Recognition by the Australian Government as a leader in adaptation in November 2013 which led to a meeting with representatives from the Department of Environment's Adaptation and Science Division. At this meeting the Department was seeking information and feedback on EMRC's lessons and learning's from developing and implementing the Regional and Local Climate Change Adaptation Action Plans;

- Submission to the Australian Government in relation to the development of the National Outlook Framework. The framework is intended to assist businesses and governments with reviewing and monitoring adaptation and provide some consistency and monitoring in relation to Australia's adaptation efforts and
- Launched the EMRC's Climate Change Risk Awareness Seminar Series in 2013. The series will be rolled out in 2014 and aims to raise the profile of climate change within the Region and to assist staff in understanding that climate change adaptation is everyone's responsibility.





VISION STATEMENT

Perth's Eastern Region will continue to be a leader in climate change adaptation by taking advantage of the opportunities created in a carbon constrained economy and evoking a sense of security, awareness and empowerment for residents living in the Region.

AIM AND PRINCIPLES

The aim of the RCCAAP is to continue to provide best practice adaptation action planning through a risk management approach. The past four years have seen the work undertaken by EMRC as a leading example of best practice adaptation.

The priority risk area, actions and objectives have been developed to assist the Region with reducing the risk of climate change impacts.

The RCCAAP provides a direct link to *EMRC 2022 – 10 Year Strategic Plan*.

Key Result Area 1 – Environmental Sustainability

1.5 To contribute towards improved regional air, water and land quality and regional biodiversity conservation.

1.6 To address climate change issues within the Region.

Key Result Area 4 – Good Governance

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

The RCCAAP continues to address priority risk areas through:

- Promoting resilience and supporting local communities in partnership with local government to improve the management of the local environment and community public assets;
- Securing future-focussed transport, planning and building systems that support low emissions and accommodate a changed climate;
- Identifying and supporting vulnerable communities in the Region to adjust to the cost of a low emissions economy so they are not further disadvantaged as a result of climate change; and
- Promoting innovation and regional security in order to position Perth's Eastern Region as an ideal location for economic opportunities which may result from climate change such as new industry, markets and technologies to locate in the Region.

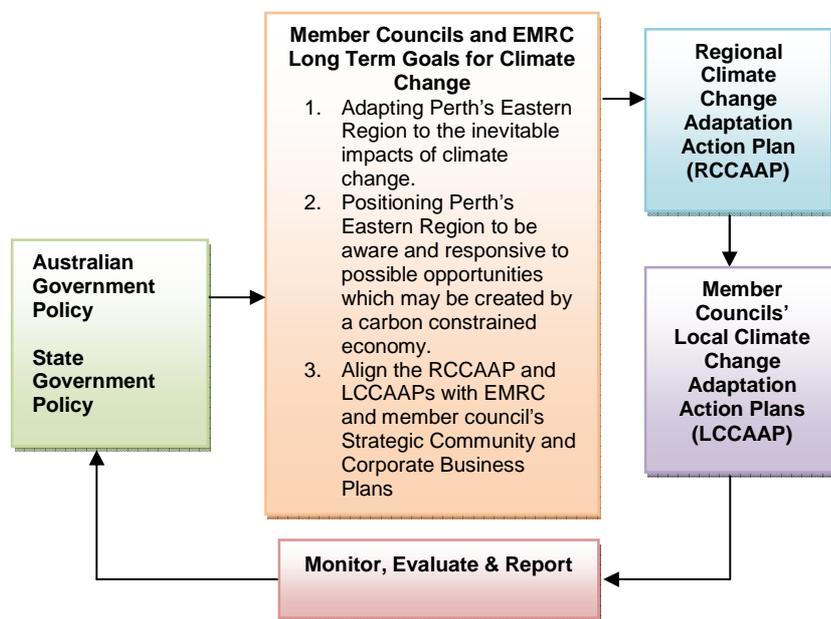
The following principles underpin all future planning of initiatives relating to climate change adaptation within the Region, whilst also addressing the key drivers for change:

- Value and engage with all stakeholders in planning for climate change and provide opportunities for networking and information sharing across stakeholder groups;
- Enable and involve senior local government officers in the integration of climate change adaptation into local government planning and operations;
- Gain support and momentum for climate change action in Perth's Eastern Region;
- Identify, analyse and evaluate key climate change risks to local government;
- Identify priorities and partnerships to fill information gaps;
- Identify and plan local and regional adaptation responses to address climate change risks;
- Gain the endorsement and ongoing support of all member councils to implement actions required to effectively future proof Perth's Eastern Region;
- Demonstrate that the EMRC and member councils are leaders in understanding and adapting to climate change;
- Implement the principles of betterment, resilience and sustainability in relation to climate change into day-to-day practices;
- Encourage local government planning schemes and development plans for commercial and residential development to reflect the principles of future proofing Perth's Eastern Region for climate change;
- Encourage and support community engagement during planning and implementation processes; and
- Identify opportunities that can arise from climate change that could benefit the Region.

REGIONAL STRATEGIC FRAMEWORK FOR CLIMATE CHANGE ADAPTATION FOR PERTH'S EASTERN REGION

The RCCAAP continues to be a lead document that outlines what actions should be undertaken at the regional level to adapt to climate change within Perth's Eastern Region. The RCCAAP is a key component of the regional strategic framework for climate change.

In conjunction with member council's LCCAAPs, the two levels of planning will enable alignment of the continued work that needs to be undertaken within the Region. This assists member councils to be better placed to adapt to the challenges that will be presented by climate change and allow EMRC to focus on regional adaptation.



THE ROLE OF GOVERNMENT IN ADAPTATION

Climate change adaptation involves all levels of government (federal, state and local), as well as business and residential communities. While government is a key player, the roles of businesses and individuals in the community are critical as scope and scale of adaptation is different to mitigation.

The Australian Government continues to have an important role to provide research on national priorities, to share knowledge and provide funding for adaptation measures. The Australian Government is working on the development of the *National Climate Adaptation Outlook Framework* which aims to assist organisations with undertaking adaptation planning and providing information back to the Australian Government to monitor Australia's adaptation progress.

The Australian Government's *Direct Action Plan* will have an impact on national carbon emissions. If there is no funding opportunity available to local governments through the *Direct Action Plan*, there may be an opportunity to gain access to resources through other programs such as the Green Army.

State and local government continue to have a clear role in leading and implementing adaptation strategies into communities. The relationship between the state and local government continues to be a critical success factor in achieving the action required. State government continues to have a key role in relation to providing vulnerability assessment research and climate modelling so that local governments can make good planning decisions around the provision of community infrastructure.

In addressing climate change effectively for Perth's Eastern Region, there will need to be significant pressure continually placed upon the state and federal government to act in relation to their roles. This will come through the EMRC's advocacy role under the RCCAAP.

PRIORITY RISK AREAS

The RCCAAP comprises 10 priority risk areas which contain actions for implementing climate change adaptation across Perth's Eastern Region. Actions identified include continuing actions from the 2009 Plan and new actions that have been identified in close consultation with member councils.

Note: Some actions cross over more than one priority but they have been placed under the most appropriate priority risk area.

Priority Risk Areas
Infrastructure Failure
Impacts on Essential Services (Power Loss and Water Availability)
Watercourse Damage and Loss
Increasing Bushfires
Water Decline and Reduced Water Quality
Greenhouse Gas Emissions and Related Air Pollution
Loss of Ecosystems and Provision of Public Open Space
Decline in Population Health and Wellbeing
Economic Challenges and Opportunities
Changing Leadership and Development Requirements

TIMEFRAMES FOR IMPLEMENTATION OF ACTIONS

The timeframes link to local government planning and budget cycles and were selected based on an understanding of the regional context in which the action would be implemented.

* Some activities within the RCCAAP have already commenced by virtue of other programs/projects being undertaken to date or are part of ongoing management activities.

Timeframes	Time
Immediate	2013-2014
Short-term	2014-2015
Medium-term	2015-2016
Long-term	2016-onwards
Ongoing	In progress*



Priority Risk Area 1 – Infrastructure Failure



Climate change factors such as drought, bushfires and extreme temperatures have the potential to impact upon physical infrastructure. Australia's infrastructure will face major challenges in responding to climate change. Consideration needs to be given to planning for secure infrastructure that can withstand extreme climatic events. The design of buildings and open spaces needs to ensure that climatic extremes are considered from structural, environmental, social, economic and health perspectives (NCCARF, 2013).

Local government infrastructure, including roads, buildings and drainage, may require higher costs for maintenance from more frequent repair and maintenance schedules and additional costs for upgrading. Water tables may drop if the demand on aquifers increases during drier summers, and shrinking and drying of clay soil may increase subsidence. As soil dries, trees send out longer and deeper roots, which may cause problems with foundations and drains.

Shallow foundations of buildings can be vulnerable to the natural expansion and contraction of the ground

particularly in areas where clay dominates. Acid sulfate soils exposed by falling groundwater tables can degrade belowground infrastructure such as drainage pipes.

Climate change also poses risks to regional transport links and transport mechanisms. This relates to several factors including the high number of population centres in the Region that are not yet well served by public transport networks. EMRC and its member councils have a role in ensuring that the Region's needs are well understood by all government agencies.

Objectives

- Ensure that local government infrastructure in Perth's Eastern Region is resilient to the impacts of climate change.
- Ensure local government has the skills and training to deliver new and higher standards for infrastructure provision.

	Adaptation Action Required	Timeframe for implementation
1.1	Advocate to relevant agencies such as Department of Environmental Regulation and the WA Planning Commission for ongoing awareness and education of member council planners so that climate change adaptation is incorporated into planning frameworks at a local level.	Medium
1.2	Engage with relevant agencies such as the Department of Planning in relation to increasing awareness of local government's obligations and responsibilities under a changing climate.	Medium
1.3	Advocate to relevant agencies such as Department of Water for more specific flood modelling for the Region, including the influence of sea level rise and storm surge, so that member councils can phase in more robust and appropriate actions to adapt.	Medium
1.4	Advocate to relevant agencies such as Department of Water for mapping of groundwater levels and subsidence risks in the Region so that appropriate planning considerations may be made.	Medium
1.5	Advocate to relevant agencies such as the Water Corporation to phase in appropriate upgrades to drainage systems in order to cope with flash flooding from the more intense storm events associated with climate change.	Long-term
1.6	Provide member councils with best practice approaches for assessing the risk to their infrastructure from climate change.	Long-term

Priority Risk Area 2 – Impacts on Essential Services



2.1 Power Loss

The provision of power and energy are essential services provided by the state government and as such, local government has limited ability to influence future proofing of these services other than through advocacy.

Disruption to electricity and fuel supplies may result in consequences such as increased electricity and fuel costs, lack of access to air conditioning and lighting and disruptions to medical equipment, refrigeration and commercial equipment resulting in various negative health and financial consequences.

In Australia, street lighting can account for up to 50% of the energy allocation for local governments (WALGA, 2011). In WA, the infrastructure for street lighting is owned by the state and local government pays tariffs for the power consumed. Street lighting is an area that local governments need to continue to consider under a climate change scenario as the stresses on power supply will continue to increase as temperatures rise.

Underground power continues to be an important mitigating option for disruption to power services, however the state operates the underground power program and has supported a funding policy that is not financially viable to many residents in Perth's Eastern Region.

Increased fuel costs are likely to have flow-on impacts to food production, food transport and transport mobility for member council residents.

Objectives

- Strongly advocate for improved power services to minimise power disruption to the Region.
- Investigate and encourage means for introducing greater uptake of viable energy alternatives for the Region.
- Help communities and business understand the impact of climate change on essential services.

Adaptation Action Required		Timeframe for implementation
2.1.1	Seek funding for regional projects that reduce energy use and engage in renewable technologies across the Region.	Ongoing
2.1.2	Continue to keep member councils informed of the latest power and fuel solutions and technologies (e.g. direct load controls, heat pumps etc).	Ongoing
2.1.3	Advocate to state government agencies to develop a public awareness campaign of the potential impacts of climate change in relation to power loss.	Medium
2.1.4	Advocate for the delivery of a reliable power supply with the ability to reduce risk in extreme natural disaster conditions (e.g. undergrounding power).	Long-term
2.1.5	Advocate to relevant government agencies for residential/industry rebates and incentives to assist energy efficiency and in the transition to renewable energy.	Long-term
2.1.6	Engage and educate the local community in relation to the impacts of climate change on essential services and how this may impact them.	Long-term
2.1.7	Engage and educate the local business community in relation to the impacts of climate change on essential services and how this may impact them.	Long-term



2.2 Water Availability

Rainfall in Perth has reduced 15% since the mid-1970's but more evident is the reduction in infiltration of water into dams. Between 1911 and 1974 the average infiltration was 338GL per year, between 1975 and 2000 infiltration fell 50% to 177GL and by 2001 to 2010 infiltration fell another 50% to 75GL per year. With Perth's population expected to increase by 2.2% per year, water demand is expected to increase by 2.4% (Department of Water, 2013)

Reduction in water availability adversely affects river health. Taking too much water out of Australia's river and groundwater systems can have detrimental economic and environmental consequences. There is added pressure on the system due to climatic conditions which affect native animal and plant populations, agricultural production and water availability for human consumption (Australian Bureau of Statistics, 2012).

Climate is a fundamental driver of the water cycle. It determines how much water is available for use in the short and long-term. In addition to natural variability, increased concentrations of greenhouse gases are leading to a long-term trend which superimposes on the natural variability, as is the case with a winter drying trend over south-west WA since the late 1960s. All of the research and trend modeling undertaken by the

IPCC indicates that the south west of WA will continue to experience decreased rainfall.

The Department of Water released the *Securing Western Australia's Water Future Position Paper – Reforming Water Resource Management in September 2013*. The paper set out a proposed legislative and policy framework to help deliver new water management solutions in Western Australia. EMRC provided a submission to the Department in relation the paper and will continue to monitor its progress.

EMRC is a corporate member of the Cooperative Research Centre (CRC) for Water Sensitive Cities which is a partnership between universities, state and local governments, business and industry undertaking research to ensure that Australia can adapt to the drying climate and ensure enough water for future generations.

Objectives

- Continue to encourage and raise awareness of increased water efficiency throughout the Region.
- Continue to advocate to state government to achieve positive outcomes in the area of sustainable water management.
- Ensure that member councils' water conservation issues are addressed.

Adaptation Action Required		Timeframe for implementation
2.2.1	Work with relevant agencies to increase community awareness in relation to water availability.	Medium
2.2.2	Work with relevant agencies to improve water conservation measures, including tighter water efficiency targets, increase water recycling, re-use of water and capture and storage technologies.	Medium
2.2.3	Advocate to state government for increased resources for enforcement of regulations relating to downstream water supply.	Long-term
2.2.4	Advocate to the state government and other relevant agencies for stronger planning and infrastructure guidelines that account for future climate change impacts.	Long-term
2.2.5	Advocate to the state government for more funding to assist with future proofing existing infrastructure.	Long-term

Priority Risk Area 3 – Watercourse Damage and Loss



Perth's Eastern Region contains a major portion of Perth's most iconic strategic asset – the Swan River. In ensuring the ongoing future proofing of the Swan River, its tributaries and catchments within Perth's Eastern Region, four sub risk groups have been identified that require specific focus and attention.

The *Swan Helena River Management Framework*, provides a strategic approach to addressing the issues of foreshore erosion. Support for its ongoing implementation will be critical to providing for the increasing pressure that will be placed upon the river and its catchment under a climate change scenario.

3.1 Foreshore Erosion and Subsidence

Foreshore erosion and subsidence pose a significant risk to infrastructure, vegetation and habitat along waterways. It also can be a risk to public safety and amenity. Rigid building structures along the river foreshores such as dual use paths, bridges, jetties, retaining walls and sandy beach fronts are at risk from erosion and subsidence. As sea levels rise and flooding from increased storm activity occurs, the river and its community assets will be under threat unless adaptation measures are put in place

Objectives

- Increase community and political awareness of the impacts climate change will have on stream bank erosion and subsidence.
- Ensure that local government officers have best practice guidelines and information that assist in the management of stream bank erosion and subsidence.

Adaptation Action Required		Timeframe for implementation
3.1.1	Continue to provide support for the use of the Swan River Trust's practice approaches for Foreshore Stabilisation Manual within member councils.	Ongoing
3.1.2	Factor climate change impacts into the major review of the Swan and Helena River Management Framework.	Short-term
3.1.3	Provide assistance to the Swan River Trust in relation to the implementation of the River Protection Strategy.	Short-term
3.1.4	Advocate for increased funding for regional projects to protect river foreshore assets.	Medium
3.1.5	Provide assistance to the Swan River Trust to protect the catchments and tributaries of the Swan River.	Medium
3.1.6	Liaise with relevant agencies to increase community awareness and action for the prevention of river bank erosion.	Medium
3.1.7	Partner with the Swan River Trust and other relevant agencies to work with private landholders in the Region to apply best practice stabilisation techniques to protect the foreshore.	Long-term



3.2 Acid Sulfate Soils (ASS) and Potential Acid Sulfate Soils (PASS)

Falling groundwater tables and pressure for inner city high-rise density development in and around waterways have the potential to expose acid sulfate soils. Soils with a high to moderate PASS risk occur in the interdunal swales, flats and creeklines such as Ashfield Flats, Baigup, parts of Ascot and Viveash. Rural areas such as Wooroloo also face potential threat from acid sulfate soils.

Objectives

- Increase community awareness of ASS and PASS.
- Ensure that local government officers have access to the best practice information that will assist in management of ASS and PASS.

Adaptation Action Required		Timeframe for implementation
3.2.1	Provide member councils with ongoing information in relation to ASS and PASS, such as mapping of risk location and management guidelines.	Medium
3.2.2	Educate the local community in relation to ASS and PASS and their potential impacts.	Long-term

3.3 Flooding

Riverine systems are likely to be impacted by alterations to sea levels and tidal and saltwater incursion further up the Swan River leading to salt water incursion into wetlands and groundwater supplies, flooding of low-lying areas and altered biodiversity.

The consequences of increased periodic river flooding events include:

- Damage to infrastructure;
- Higher risks to public safety and therefore higher costs for management, e.g. signage for peak events, temporary road and park closures and diversion of traffic;

- Higher costs for storm water drainage maintenance, repairs and upgrades;
- Higher emergency management and response costs; and
- Salt water intrusion into tributaries of the Swan will impact on the vegetation and ecology of affected areas.

Objectives

- Ensure that Perth's Eastern Region's community infrastructure is resilient to flooding.
- Increase the level of understanding of the ecological implications of sea level rise.

Adaptation Action Required		Timeframe for implementation
3.3.1	Seek funding to undertake vulnerability assessments of assets along the river foreshores to identify high risk assets.	Medium
3.3.2	Advocate to all levels of government for funding to upgrade or install resilient river infrastructure.	Medium
3.3.3	Advocate to the state government and relevant agencies for a consistent approach in relation riverbank planning and infrastructure.	Long-term
3.3.4	Advocate to the state government and relevant agencies for a cohesive approach to emergency management.	Long-term



3.4 Sedimentation

Drought conditions are likely to exacerbate erosion and downstream sedimentation. Higher sediment loads enter rivers following extreme rainfall events or extreme bushfire events, both of which are projected to increase with climate change. Changed climatic conditions are also likely to produce conditions that favour riparian and aquatic weeds and algal blooms.

Sedimentation may also lead to increased blockage of gutters and drains.

Nutrient loading has also been highlighted as being a key issue for the Region. Testing and monitoring of these changes in loads will provide a good indication on how the river is adapting.

Objectives

- Educate the community and raise awareness of sedimentation issues.
- Ensure that local government officers have best practice guidelines and information to assist in the management of sedimentation.

Adaptation Action Required		Timeframe for implementation
3.4.1	Monitor the Swan and Helena Rivers to profile nutrient loading, non-nutrient loading and river health.	Medium
3.4.2	Support Catchment groups to protect and enhance riparian areas along the tributaries of the Swan River.	Medium
3.4.3	Investigate opportunities to work with relevant agencies to minimise sediment in the stormwater system.	Long-term
3.4.4	Assist in education about runoff and sedimentation issues and the role the community can play in reducing impacts.	Long-term

Priority Risk Area 4 – Increasing Bushfires



Climate Change is already increasing the risk of bushfires (Climate Council, 2013). Bushfires have the potential to destroy infrastructure and property. Fires can alter ecosystems and lower the yield and quality of water within the vicinity of the fire. Bushfires also increase greenhouse emissions and particulates in the atmosphere impacting on people's health. In serious cases, bushfires can also take lives and seriously injure or harm human health. As a result of this, the social and economic fabric of local communities or regions can be devastated.

In the decade up to 30 June 2013 the insured losses due to bushfires in Australia totalled \$1.6 billion. These estimates of economic losses, however, do not account for the full range of costs associated with bushfires. Very few attempts have been made to account for the loss of life, social disruption and trauma, opportunity costs for volunteer fire fighters, fixed costs for bushfire services, government contributions for rebuilding and contributions for rebuilding and compensation, impacts on health, and ecosystems services.

The economic cost of the Black Saturday fires in Victoria 2009 resulted in the loss of 173 lives, more than 2,000 homes, 8,000 – 11,000 stock lives and \$1.27 billion in insurance losses (Climate Council, 2013).

Bushfire management is an issue that requires a shared response from all layers of government and the community. The bulk of scientific evidence argues that the magnitude and intensity of bushfires is expected to rise as a result of climate change.

The 2013/2014 summer, much like previous years, has seen above normal bushfire potential in Perth and the

south west due to the reduced rainfall, soil moisture shortage and high fuel loads (Bushfire CRC, 2013). The above normal range extends along the majority of WA's coast line and a large portion of WA's interior.

On 12 January 2014, the reality of climate change and the increasing impacts of bushfires was faced by the Shire of Mundaring's community after a faulty power pole ignited. The fire took hold due to climatic and environmental conditions. In total, 57 homes were destroyed by fire and a total 386 hectares was burnt throughout Parkerville, Stoneville and Mount Helena (Shire of Mundaring, 2014). This highlights the real impacts of climate change that Perth's Eastern Region has faced and will continue to face as climatic conditions worsen.

As a result of Perth's hot and dry summers, the impact of bushfire will continue to feature as a key discussion point for member councils. With such large portions of Perth's Eastern Region covered by natural bushland, the potential for large scale events is both probable and likely to become more frequent with climate change.

A balance between human safety and environmental protection needs to be achieved, without detriment to one or the other.

Objectives

- Ensure that the EMRC and its member councils and their communities recognise the shared responsibility for fire management and are well prepared for the challenge.
- Ensure that the Region has the best possible bush fire coordination response in place.

Adaptation Action Required		Timeframe for implementation
4.1	Monitor outcomes from the Bushfire Cooperative Research Centre (CRC) and relay this information to member councils.	Short-term
4.2	Work with Department of Fire and Emergency Services (DFES) and other relevant agencies to increase awareness within the community about bushfire risks.	Medium
4.3	Hold community workshops in relation to the development of Community Fire Risk Management Plans.	Medium
4.4	Monitor the latest information and technologies in relation to fire and emergency response.	Long-term
4.5	Advocate to state government and relevant agencies to continue to improve emergency warning systems.	Long-term

Priority Risk Area 5 – Water Decline and Reduced Water Quality



Since the mid seventies rainfall has declined by about 10-15 per cent on average in the south-west of Western Australia and stream flow into the Perth reservoirs from jarrah forest catchments has dropped by around 70 per cent (Science Network WA, 2013).

The consequences of reduced rainfall and declining groundwater tables include higher costs for managing natural water features in parks and reserves such as creeklines, lakes and wetlands.

Other costs may include management of botulism outbreaks at more locations and over longer periods than is current, replacement or re-establishment of vegetation lost through changing hydrology, higher costs for monitoring vegetation and for analysing and responding to observed changes.

Declining rainfall may also impact upon the orchards of the hills and the vineyards of the Swan Valley. These two industries provide direct economic benefit to the Region as well as visitor attractions linked to the identity of these areas.

Reduced water quality leading to illness and disease is also a concern. Salinity is another significant environmental problem exacerbated under a climate change scenario.

Objectives

- Ensure water resources are well managed within Perth's Eastern Region.
- Provide ongoing education to the community on best practice water management.
- Research and investigate ways to better manage water and vector borne disease.
- Develop a water regime that considers environmental water requirements.

Adaptation Action Required		Timeframe for implementation
5.1	Continue to monitor research on changes in rainfall and the impact on regional water resources.	Ongoing
5.2	Continue to support participating member council's water quality and water conservation actions through their Water Action Plans.	Ongoing
5.3	Continue to support the CRC for Water Sensitive Cities.	Ongoing
5.4	Monitor the CRC for Water Sensitive Cities and relay relevant information to member councils.	Ongoing
5.5	Liaise to the relevant agencies to continue to support member councils in identifying sites for the use of recycled water.	Short-term
5.6	Assist and provide support to the Swan River Trust through the Eastern Hills Catchment Management Program (EHCMP).	Short-term
5.7	Advocate to state and federal government for more funding in relation to water conservation.	Short-term
5.8	Advocate to state government and relevant agencies to address water quality and leaching issues through the provision of sewerage services to industrial areas.	Long-term
5.9	Research and investigate ways to better manage water and vector borne disease within Perth's Eastern Region.	Long-term
5.10	Advocate for improvements to the urban drainage scheme for multiple outcomes including water quality and capacity to manage flush flood events.	Long-term
5.11	EHCMP to develop in situ water quality monitoring regime in collaboration with local governments and the Swan River Trust.	Long-term
5.12	Advocate to include water for the environment when calculating groundwater/surface water allocations.	Long-term

Priority Risk Area 6 – Greenhouse Gas Emissions and Related Air Pollution



Perth's Eastern Region faces some difficult challenges when it comes to the reduction of greenhouse gas emissions and potential air pollution. The Region contains Western Australia's major airport, heavy transport networks, large industrial sectors and significantly lacks in efficient public transportation services. All these aspects give rise to vehicle dependency and increasing pollution. It also creates opportunities for reducing air pollution from improved public transport networks and transitions to fuel efficient or hybrid vehicle technologies.

Local governments in Perth's Eastern Region have been actively reducing emissions through the ACER: Achieving Carbon Emissions Reduction program, however, it is recognised that this alone will not solve the issue. The Australian Government has a key role in providing regulatory mechanisms to reduce emissions with the State Government playing a key role in monitoring and driving policy and statutory mechanisms to reduce air pollution and improve air quality. Business and community sectors also have important roles.

The Australian Government's *Direct Action Plan* will have an impact on national carbon emissions. If there is no funding opportunity available under the *Direct Action Plan* to local governments there may be an opportunity to gain access to resources through programs such as the Green Army.

At the regional level, there is an ongoing need to keep

member councils abreast of new efficiency technologies, national and state policy making and funding, so that Perth's Eastern Region is well positioned not only to adapt for climate change but also to seize opportunities that may arise.

Objectives

- Facilitate the transition to a low carbon economy in Perth's Eastern Region.
- Provide education to the community of the need for emissions reduction.

Adaptation Action Required		Timeframe for implementation
6.1	Continue to provide an emissions monitoring program for participating member councils to support mitigation actions (i.e. ACER program).	Ongoing
6.2	Advocate to state and federal government for more funding in relation to emissions mitigation and energy efficiency.	Short-term
6.3	Monitor developments at the Australian Government level in relation to energy efficiency and mitigation of greenhouse emissions.	Short-term
6.4	Monitor and review the <i>Direct Action Plan</i> to identify possible opportunities.	Short-term
6.5	Investigate opportunities to assist member councils and the community to adapt to a low carbon environment.	Medium
6.6	Engage with and educate the local community in relation to energy management and mitigation.	Medium

Priority Risk Area 7 – Loss of Ecosystems and Provision of Public Open Space



The natural ecosystems in Perth’s Eastern Region are already under stress and climate change will add further pressure. Natural ecosystems are important as they provide ecosystem services essential for all life as well as supporting regional industries and economies. A healthy natural environment is also essential for the health and wellbeing of local communities.

Failure to build resilience into our natural ecosystems to help them to adapt to climate change, will result in far reaching consequences with many animal and plant species being lost forever.

It has been predicted (CSIRO, 2011) that up to 30% of local species may be lost in southwest ecosystems as reduced water availability and increasing temperatures adversely impact biodiversity. Climate change has the potential to change the nature and extent of threatening processes, the extent of which is still to be fully established through research, modelling and evidence.

Diverse and resilient ecosystems can better withstand disturbances such as fire, drought and invasive species and such systems can also store carbon over time. The interconnection between human and natural systems can be an opportunity to secure a better quality of life for Perth’s Eastern Region.

EMRC has a strong commitment to natural resource management under the Eastern Hills Catchment Management Program (EHCMP). This program provides an avenue for research, funding, education, engagement and implementation of environmental protection actions.

Climate change additionally presents a real challenge for Perth’s Eastern Region in maintaining the current level of provision and amenity of sporting, recreational and leisure facilities. Local government is required to balance finite resources against the community’s expectations for increasing access to high quality public open spaces while also complying with a range of statutory obligations being placed upon them by state and federal agencies relating to aspects of public open space provision.

- | |
|--|
| <p>Objectives</p> <ul style="list-style-type: none"> • Build ecosystem resilience across Perth’s Eastern Region. • Promote, encourage and support sustainable land management within the community. • Create, develop and implement improved sustainable public open space management practices. |
|--|

Adaptation Action Required		Timeframe for implementation
7.1	Work with relevant agencies to identify and protect aquatic ecosystems that are important for providing connectivity and potential refugia.	Medium
7.2	Assist landowners to mitigate the impacts of climate change on the natural features on their properties (particularly along the river, watercourses and bushland areas).	Medium
7.3	Develop a regional tree canopy monitoring program to audit and monitor existing canopy coverage.	Medium
7.4	Monitor emerging issues for pest and weed management in relation to climate change.	Long-term
7.5	Identify and develop research priorities for biodiversity adaptation to climate change.	Long-term
7.6	EHCMP to continue to assist community groups to maintain and improve the natural areas.	Long-term
7.7	EHCMP to develop, seek funding and implement regional scale projects that address and improve the resilience of natural areas.	Long-term

Priority Risk Area 8 – Decline in Population Health and Wellbeing



In the 2009 Black Saturday bushfires, 173 people tragically lost their lives. This information was heavily reported throughout the news coverage of the event. What was not reported as widely was that 374 people had passed away in the weeks preceding the fires due to the continuing heatwave (Victorian Government, 2009).

8.1 Health

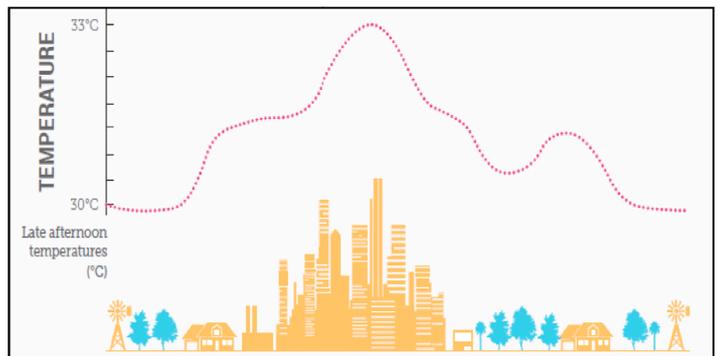
Heatwaves kill more Australians than any other natural disaster (Climate Council, 2014) and as a result there may be consequences for local governments whose facilities may not have adequate heating and cooling, particularly aged care and childcare facilities. There may also be additional occupational health and safety issues, particularly for outdoor workers.

One area of major concern is the urban heat island (UHI) effect and the impact this has on human health. An UHI is defined as an urbanised area that is significantly warmer than its surrounding areas due to human activity. This is in direct relation to the increase of manufactured materials such as roads and the decrease in green vegetation.

Manufactured material has the ability to absorb and retain heat while trees aid in cooling of the surrounding area. The removal of trees has increased the localised temperatures of urban areas above and beyond those impacts of climate change. This can be anywhere between a 5-10 degree increase in temperature in an already warming climate.

Diagram 1 represents a cross-sectional snapshot of an urban area. From the diagram we can see the dramatic increase in temperature within the city and the cooling temperature in the fringe where vegetation is much more abundant.

Diagram 1 – Urban Heat Island Profile



(Source: Climate Council, 2014)

There will be increased management requirements to deal with potential health risks associated with a changing climate. Possible impacts include increased risk of vector, food and water borne disease such as seasonal epidemics like Ross River Virus. Support needs to be provided to those in the community that will struggle to adapt to climate change, in particular infants, the elderly and those with a low income.

Objectives

- Ensure that the community is aware of the possible health impacts of climate change.
- Ensure that vulnerable groups are supported and able to adapt.

Adaptation Action Required		Timeframe for implementation
8.1.1	Research the impacts of urban heat islands on the region and investigate management options.	Short-term
8.1.2	Advocate to state government for continued education of the community about heat stress and other potential impacts of climate change on human health.	Medium
8.1.3	Provide education/training for member council staff about heat stress and other potential impacts of climate change on human health.	Medium



8.2 Displaced People

Displaced populations has been identified as being a high risk to local government services and operations, with climate change possibly resulting in increased urban immigration on a regional, national and international level.

Rising sea levels could see ‘climate refugees’ relocate to Australia with consequences for local governments such as increased pressure for social services and social issues. There may also be pressure applied to develop currently undeveloped land to meet increasing housing pressure.

Table 1 highlights the number of people worldwide that have been displaced due to climate events.

Table 2 – Displacement due to climate events

2008-2012 Climate/weather- related hazard events	People displaced	% of total displaced
<i>Floods</i>	89,181,000	74.4%
<i>Storms</i>	29,051,000	24.2%
<i>Landslides (wet)</i>	577,000	0.5%
<i>Extreme cold/winter</i>	923,000	0.8%
<i>Wildfires</i>	103,000	0.1%
<i>Extreme heat waves</i>	2,000	0.0%
Total	119,836,000	100%

(Source: iDMC, 2013)

Objectives

- Ensure that vulnerable groups are supported and able to adapt.

Adaptation Action Required		Timeframe for implementation
8.2.1	Monitor information on the potential impacts of ‘climate refugees’ on housing and community services in the Region.	Long-term
8.2.2	Work with relevant agencies for assistance with appropriate planning for ‘climate refugees’.	Long-term
8.2.3	Advocate for emergency plans to be developed in the case of a sudden influx of ‘climate refugees’ after an extreme event.	Long-term

Priority Risk Area 9 – Economic Challenges and Opportunities



Business and industry across Perth's Eastern Region may experience displacement due to climate change impacts. Possible examples include loss of vineyards in the Swan Valley and orchards in the Perth Hills due to increases in temperature and humidity, as well as declining rainfall.

Business, local government, industry and community may incur increased financial pressure as service provider charges rise to meet rising costs in areas including water, fuel, electricity and gas.

Local government has always been at the forefront of supporting communities to deal with climate change. The growing role of local government in strategic planning to foster economic development provides it with the mandate to support adaptation and innovation in existing industries to facilitate a change in the industry mix to better match the altered climatic, economic, planning and regulatory conditions and to attract new industries offering solutions to climate change. Early adopters will reap the greatest benefit for their communities and local economy, as new product markets emerge in response to climate change and changing global economics.

In particular, industries that require high inputs of carbon/energy and imported materials will be vulnerable, whereas industries requiring low levels of imports and carbon energy will yield opportunities, such as service industries including health and education.

Perth's Eastern Region has a competitive advantage given its inland location away from vulnerable coastal conditions and its spread of existing residential, commercial and industrial areas. Employment self sufficiency and self containment rates are also much better than other corridors of Perth's Metropolitan Area.

The EMRC's *Regional Economic Development Strategy* (REDS) builds upon the Western Australian Planning Commission's *Directions 2031 and Beyond*. This document sets in place a vision for Perth and Peel for the next 20 to 25 years that embraces continued growth with the preservation of local environments and valued quality of life.

Access and provision of transport in and around the Region will be a critical success factor for enabling local employment and local economic growth. The future of transport in the Region will need to shift from car dependency to alternative modes of transport and this issue will become a major responsibility for all levels of government.

To address escalating traffic congestion and related safety concerns, EMRC and its six member councils, in partnership with the Department of Planning and Transport, developed a *Regional Integrated Transport Strategy* (RITS) for Perth's Eastern Region.

In 2012, EMRC received funding through the Department of Transport for the employment of a full time Regional TravelSmart Officer. This role has enabled continued promotion of alternative transport within the region.

No actions have been included within this section of the report as actions are covered by the REDS and RITS. Please refer to these documents for more detailed information.

Objectives

- Position Perth's Eastern Region to recognise and seize opportunities for new and innovative business development and investment.
- Ensure that the EMRC and its member councils are prepared for potential economic impacts from climate change liability issues.
- Facilitate integrated land use and transport planning, encouraging alternative transport modes to reduce car dependency.

Priority Risk Area 10 – Changing Leadership and Development Requirements



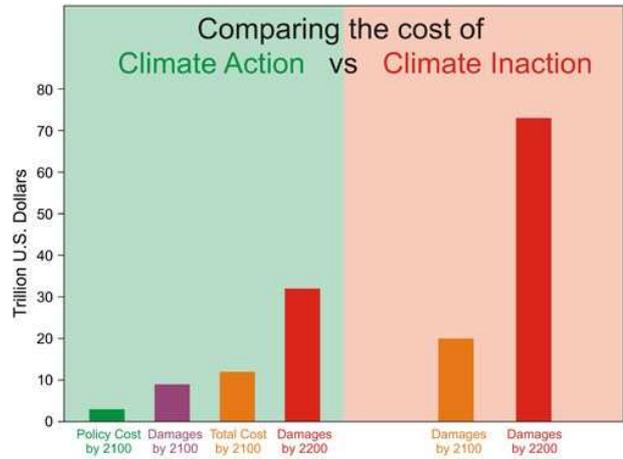
The impacts of a changing climate will affect Perth's Eastern Region financially, environmentally and socially. The decision to not prepare or adapt is no longer a viable decision for local governments.

Local government operations cover an extensive range of activities and extremely large asset portfolios. It is inevitable that most of these activities and assets will be impacted by climate change. Therefore, decision makers in local government should show leadership and equip themselves with the right tools and information to see problems differently and solve them creatively.

The EMRC and its member councils need to be prepared to formally embed climate change into mainstream management and governance decision making to meet the challenges and opportunities that climate change will bring. This would result in climate change impacts and risks being recognised and incorporated across all local government plans and procedures.

An improved decision making environment will enable capacity building so that those involved have access to the right skills development, training, education and information as it relates to climate change and a low carbon economy. By development and rollout of a range of new tools, such as lateral thinking and risk assessment, the region will be better equipped to deal with uncertainty and complexity.

A broader issue for climate change adaptation is to understand the legal liability environment. This will require the clarification of issues and associated legal responsibilities relating to climate change. Insurers will also need to be transparent on matters of indemnification in order to make a level playing field for all.



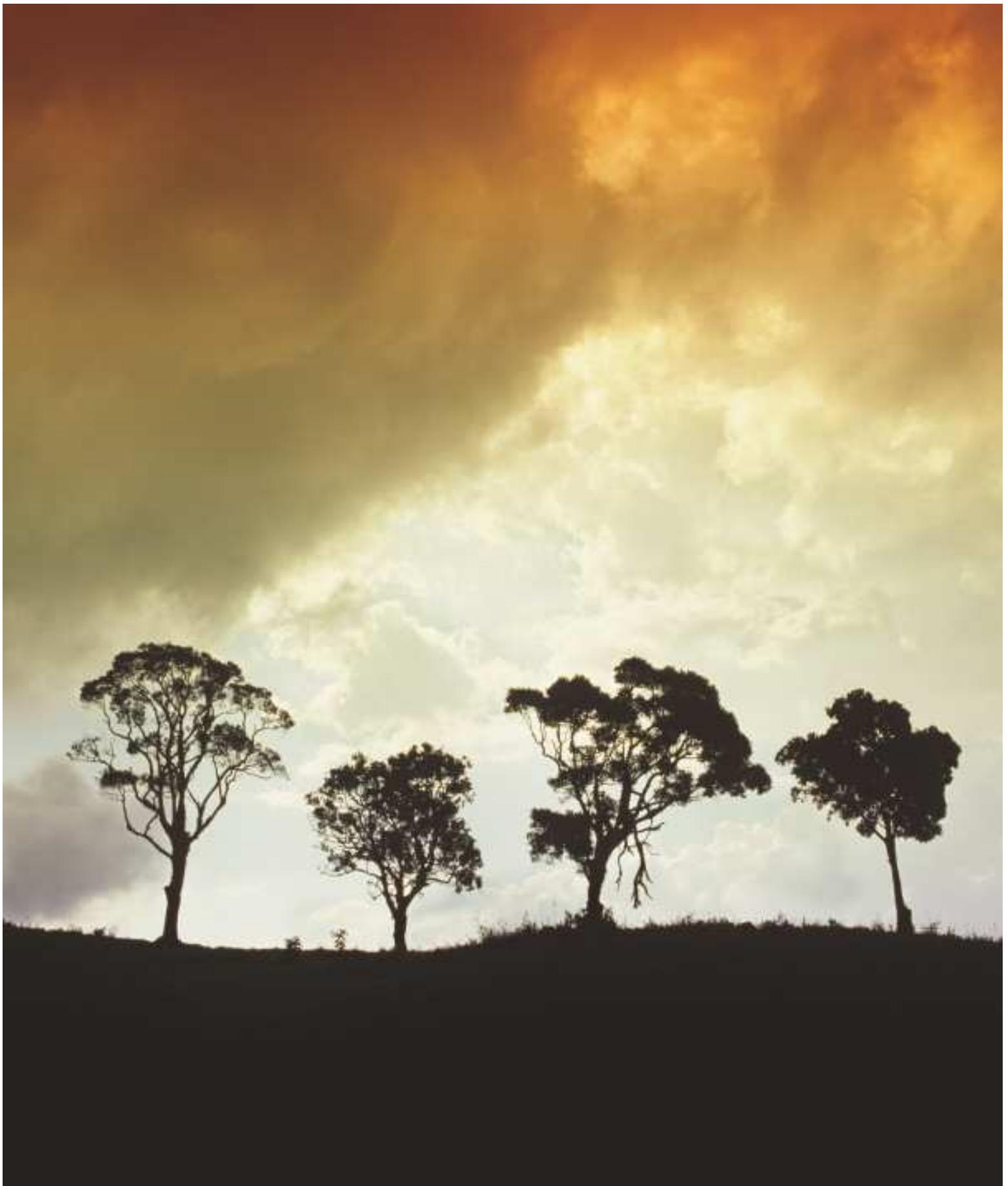
(Source: Antinuclear, 2013)

Objectives

- For Perth's Eastern Region to address climate change by demonstrable leadership and building community and institutional capacity.
- Ensure the EMRC and member councils have a clear understanding of their legal responsibilities for climate change and have a planned strategy to meet their statutory responsibilities.



Adaptation Action Required		Timeframe for implementation
10.1	Continue to provide assistance to member councils with implementing their LCCAAPs.	Ongoing
10.2	Continue to seek endorsement of the Future Proofing Perth's Eastern Region program by member councils.	Ongoing
10.3	Continue to provide up-to-date and relevant climate change information to member councils in a timely manner.	Ongoing
10.4	Continue to promote the Future Proofing Perth's Eastern Region program and its achievements.	Ongoing
10.5	Develop and implement a series of climate change risk awareness seminars to increase member council's staff knowledge and understanding in relation to climate change and how it impacts their roles.	Short-term
10.6	Develop an annual briefing document to council in relation to the progress of the RCCAAP.	Short
10.7	Advocate to WALGA to provide leadership in best practices for local government adaptation.	Short
10.8	Advocate to state government for funding to implement the proposed actions in the Government's ' <i>Adapting to our changing climate</i> '.	Medium
10.9	Identify stakeholders and key contacts within a variety of organisations that may be able to assist with the implementation of actions within the RCCAAP and LCCAAPs.	Medium
10.10	Investigate a methodology to be used to benchmark adaptation success and maladaptation.	Medium
10.11	Develop staff and elected member induction packages in relation to climate change and their responsibilities under the RCCAAP and LCCAAPs.	Medium
10.12	Monitor and inform member councils of changes in local government legal liability with respect to climate change.	Medium
10.13	Work with state government departments and relevant agencies to raise community awareness of the implications of climate change.	Medium
10.14	Investigate further studies on regional scenarios/analogues and the implications for member councils.	Medium
10.15	Review EMRC's policies and procedures to ensure the inclusion of climate change impacts and risks.	Medium
10.16	Incorporate climate change risks into EMRC's regional strategies and actions, such as transport and economic development.	Long-term
10.17	Explore the barriers relating to language and climate change communication and its impact on successful adaptation.	Long-term
10.18	Monitor job specific information, training and resources required by local government staff regarding adaptation.	Long-term



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Protecting Perth's Eastern Region ➔





11.2 REGIONAL SERVICES CONSULTING RATES 2014/2015 AND MISCELLANEOUS ADMINISTRATION FEES

REFERENCE: D2014/00105 (CEOAC) – D2014/04070

PURPOSE OF REPORT

To seek approval of the proposed 2014/2015 Regional Services consulting rates and Administration Fees and Charges for use in developing the draft budget for 2014/2015.

KEY ISSUES AND RECOMMENDATION(S)

- Regional Services coordinates, facilitates, jointly funds and manages major regionally significant projects that aim to improve social, economic and environmental outcomes for Perth's Eastern Region.
- The Regional Services consulting rates have evolved over time to meet the needs of the member Councils by providing a mix of rates based on the diversity of tasks and experience required to fulfil consulting activities.
- The rates for member Councils have generally increased each year in accordance with CPI.
- For the 2014/2015 budget year, a rate increase of between 2.15% and 2.86% is proposed.
- The proposed Regional Services consulting rates will be used to develop the draft 2014/2015 budget.
- In order to recover costs, an administration fee for photocopying of documents provided to members of the public has been set.

Recommendation(s)

That the proposed 2014/2015 Regional Services Consulting Rates and Administration Fees and Charges, forming Attachment 1 and 2 to this Report, be utilised in developing the draft budget for 2014/2015.

SOURCE OF REPORT

Director Regional Services
Director Corporate Services

BACKGROUND

Consulting rates are reviewed on an annual basis as part of the preparation of the annual budget.

The Regional Services consulting rates have evolved over time to meet the needs of the member Councils by providing a mix of rates based on the diversity of tasks and experience required to fulfil consulting activities. The rates have generally increased each year in accordance with CPI or marginally lower than CPI.

The Regional Services Project Funding Summary 2014/2015 – 2017/2018 approved by Council on 5 December 2013 (Ref: DMDOC/185295), outlines proposed Regional Services projects. Project costs for these projects are determined using the proposed consulting rates.

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



Item 11.2 continued

Over the period 2013/2014, the EMRC Environmental Services team has provided external consulting services to the Town of Victoria Park, City of South Perth and the Shire of Broome expected to amount to approximately \$26,836 of revenue.

REPORT

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

Regional Services Consulting Rates

The consulting rates are used to develop the draft 2014/2015 budget and form part of the Regional Services Project Funding Summary 2014/2015 – 2017/2018 presented to Council on 5 December 2013 (Ref: DMDOC/185295).

It is proposed that the Regional Services consulting rates for 2014/2015 for member Councils be increased by between 2.15% – 2.86%. The Schedule of Rates is shown as Attachment 1.

It is proposed that *Other Organisations Consulting Fees* are not increased as they are currently in line with commercial consulting rates. The rates are based around three levels of consultants in addition to Manager and Director. It is expected that most consulting activities would be undertaken by the Coordinators, Consultants and Project Officers in order to provide the best value for money proposition for member Councils.

Regional Services is committed to aligning its consulting service and regional project delivery activities to meet member Council needs as its highest priority.

Administration Fees and Charges – Photocopy Fees

Under section 6.16 of the Local Government Act 1995, a local government may impose and recover a fee or charge for any goods or service it provides, other than those for which a service charge is statutorily imposed. Under section 6.16(3), fees and charges are to be imposed in accordance with an annual budget but can be imposed during the financial year and amended from time to time.

Under section 6.17(1), Local Governments may determine the amount of a charge but are required to consider the costs of providing the service, its importance to the community and the price at which it can be provided by an alternative supplier.

From time to time, the EMRC receives requests to provide photocopies of various materials including, but not limited to, agendas and minutes. The schedule of fees proposed to deliver this service for black and white and colour photocopying shown in Attachment 2.



Item 11.2 continued

STRATEGIC/POLICY IMPLICATIONS

Key Result Area 1 – Environmental Sustainability

- 1.5 To contribute towards improved regional air, water & land quality and regional biodiversity conservation
- 1.6 To address climate change issues within the region

Key Result Area 2 – Social Opportunities

- 2.1 To facilitate regional cultural and recreational activities

Key Result Area 3 – Economic Development

- 3.1 To facilitate increased investment in regional infrastructure
- 3.2 To facilitate regional economic development activities

Key Result Area 4 – Good Governance

- 4.2 To manage partnerships and relationships with stakeholders
- 4.3 To provide responsible and accountable governance and management of the EMRC
- 4.4 To continue to improve financial and asset management practices

FINANCIAL IMPLICATIONS

The proposed rates will be used to develop detailed budgets and project plans for Regional Services consulting activities.

SUSTAINABILITY IMPLICATIONS

The rates being proposed for the EMRC member Councils recognise the competing demands on budgets from other sources and have been designed to facilitate the achievement of a sustainable service delivery arrangement.

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	The Regional Services Consulting Rates are used annually to assist with the formulation of budgets and for member Councils to be able to utilise EMRC consultancy services as and when required.

**Proposed Regional Services (Environmental Services and Regional Development)
Consulting Rates 2014/2015**

	Prior Year Actuals					Proposed	
	2009/2010	2010/2011	2011/2012	2012/2013	2013/2014	2014/2015	% Change
<i>Member Council Consulting Fees</i>							
Consultant Director	\$92.00	\$96.00	\$99.00	\$102.00	\$105.00	\$108.00	2.86%
Consultant Manager	\$82.00	\$86.00	\$88.50	\$91.00	\$93.00	\$95.00	2.15%
Senior Consultant	\$71.00	\$74.00	\$76.00	\$78.00	\$80.00	\$82.00	2.50%
Consultant	\$63.00	\$66.00	\$68.00	\$70.00	\$72.00	\$74.00	2.78%
Project Officer	\$48.00	\$50.00	\$51.50	\$53.00	\$54.50	\$56.00	2.75%
<i>Other Organisations Consulting Fees</i>							
Consultant Director	\$174.00	\$182.00	\$187.50	\$187.50	\$187.50	\$187.50	0.00%
Consultant Manager	\$153.00	\$160.00	\$165.00	\$165.00	\$165.00	\$165.00	0.00%
Senior Consultant	\$153.00	\$160.00	\$165.00	\$150.00	\$150.00	\$150.00	0.00%
Consultant	\$139.00	\$145.00	\$149.50	\$125.00	\$125.00	\$125.00	0.00%
Project Officer	\$121.00	\$127.00	\$131.00	\$100.00	\$100.00	\$100.00	0.00%

* Note : All Rates are exclusive of GST

**PROPOSED 2014/2015
ADMINISTRATION FEES AND CHARGES**

DETAILS	\$ PER PAGE (inc GST)
Photocopy Fees	
Black & White A4 print	\$ 0.35
Black & White A3 print	\$ 0.50
Colour A4 print	\$ 0.45
Colour A3 print	\$ 0.60



11.3 REGIONAL ADVOCACY 2014/2015

REFERENCE: D2014/02982 (CEOAC) – D2014/0068

PURPOSE OF REPORT

To provide Council with an update on the progress of the Regional Advocacy Program and seek endorsement for regional advocacy actions for 2014/2015.

KEY ISSUES AND RECOMMENDATION(S)

- EMRC has undertaken a program of regional advocacy since 2008.
- The Regional Advocacy Strategy 2013-2016 outlines the key components that will be used to develop advocacy campaigns and identifies three priority areas for actions:
 - Environmental sustainability;
 - Economic growth and diversity; and
 - Strong communities.
- A review of the Regional Advocacy Actions 2013/2014 has been undertaken and actions for 2014/2015 have been proposed.
- Recent visits to all member Councils as part of the annual budget project funding presentations have included discussions on major issues. Information from this process has been incorporated into the formulation of actions for 2014/2015.
- The advocacy framework is flexible enough to respond to emerging issues and opportunities for Perth's Eastern Region whilst providing an agreed agenda for targeted issues facing the region.
- Regular meetings with state ministers and local members of both Federal and State Parliament will continue throughout 2014/2015.
- It is proposed to undertake a visit to Canberra in the week beginning 25 August 2014 to increase awareness of Perth's Eastern Region.

Recommendation(s)

That Council endorses the advocacy actions identified for 2014/2015 as shown in Attachment 2 of this report.

SOURCE OF REPORT

Director Regional Services

BACKGROUND

At its 3 December 2009 meeting, Council adopted a Regional Advocacy Strategy (RAS) 2010-2013 (Ref: DMDOC/122766) to provide an overarching framework from which advocacy and leveraging activities would be guided. The strategy established principles, standard approaches and guidelines that underpin strategic advocacy activities and identified regional issues that needed to be addressed.



Item 11.3 continued

At its meeting held on 23 May 2013, Council adopted the revised Regional Advocacy Strategy (RAS) 2013-2016. (Ref: DMDOC/176755) The RAS 2013-2016 outlines the key components that will be used to develop advocacy campaigns, identifies three areas for focus and related actions to address advocacy priorities. The priority areas are:

1. Environmental sustainability;
2. Economic growth and diversity; and
3. Strong communities.

Areas of focus have been identified for each priority area and these are utilised to develop the Key Advocacy Actions on an annual basis using feedback from the various groups including the Chief Executive Officers Advisory Committee (CEOAC), Regional Integrated Transport Strategy Implementation Advisory Group (RITSIAG), Economic Development Officers Group (EDOG), Regional Environmental Advisory Group (REAG), Technical Advisory Committee (TAC) and Resource Recovery Committee (RRC).

REPORT

To ensure the currency and relevance of regional advocacy issues, an annual review of the RAS actions is undertaken and the results of this, together with revised actions for the forthcoming year are provided to Council. At its meeting held 23 May 2013, Council endorsed advocacy actions for 2013/2014 (Ref: DMDOC/176755).

Strategic Advocacy Outcomes 1 July 2013 - 31 March 2014

The focus of regional advocacy actions for 2013/2014 was on a range of strategic issues raised by member Councils and outlined in the EMRC strategies such as the Regional Economic Development Strategy (REDS), Regional Integrated Transport Strategy (RITS), the Regional Environment Strategy (RES) and the Regional Climate Change Adaptation Action Plan (RCCAAP).

A review of the Advocacy Actions 2013/2014, has been undertaken and these outcomes to 31 March 2014, are shown in Attachment 1. Topics raised at meetings with politicians have included issues facing the Swan and Helena River systems, rollout for the National Broadband Network, strategic transport and road infrastructure, including Great Eastern Highway Mundaring safety issues, the need for the Perth Airport rail link and the need for a university presence in the region.

The Perth's Eastern Region Investment and Opportunity document referred to in Attachment 1 has been completed and aims to attract investment and increase awareness of Perth's Eastern Region. This document has applicability to the achievement of outcomes in the Regional Economic Development Strategy 2010-2015 and also the Regional Advocacy Strategy 2013-2016.

The following submissions were developed in response to various strategic direction documents:

- Swan Valley Land Use and Management Discussion Paper;
- Draft State Planning Strategy;
- Securing Western Australia's Water Future – a position paper;
- Australian Government - Emissions Reduction Fund – Terms of Reference, Green Paper, White Paper;
- Australian Government – Repealing the Carbon Tax consultation;
- City of Belmont Bike Plan 2013-2018;
- Town of Bassendean Local Bike Plan;
- Draft Western Australian State Aviation Strategy;
- Review of the Swan Region Strategy for Natural Resource Management;
- Statement of Requirements for Green Army;
- Emissions Reduction Fund Green Paper; and
- Australian Government Climate Adaptation Outlook.



Item 11.3 continued

The EMRC provides representation for the region on numerous peak bodies and committees including:

- Gateway Project Coordination Group;
- Perth Region NRM - Swan NRM Committee;
- Regional Development Australia Perth;
- Swan Canning Riverpark Iconic Trails Steering Group;
- Swan River Trust Committees; including Technical Advisory Group, Catchment Management;
- WALGA Greensense Emissions Reporting Platform and Climate Change Senior Officers Group;
- Sustainability Officers Networking Group;
- CRC for Water Sensitive Cities;
- Forum of Regional Councils;
- Municipal Waste Advisory Council and committees - Officers Advisory Group, Household Hazardous Waste Committee, Contaminated Sites Committee;
- Australian Landfill Owners Association;
- Waste Management Association of Australia; and
- Strategic Waste Infrastructure Planning Working Group (Waste Authority).

Strategic Regional Advocacy for 2014/2015

Recent visits to all member Councils as part of the annual budget project funding presentations have included discussions on major issues. Information from this process has been incorporated into the formulation of actions for 2014/2015.

The advocacy framework is flexible enough to respond to emerging issues and opportunities for Perth's Eastern Region whilst providing an agreed agenda for targeted issues facing the region. A summary of the proposed actions for 2014/2015 is shown within Attachment 2.

Canberra Visit August 2014

Regular meetings with state ministers and local members of both Federal and State Parliament will continue throughout 2014/2015. A visit to Canberra was approved at the Council meeting of 20 March 2014 and will be undertaken in the week beginning 25 August 2014 to increase awareness of Perth's Eastern Region. (Ref: D2014/02932) This date has been selected upon advice from the Office of Mr Ken Wyatt Member for Hasluck.

This is a sitting week for both Houses of Parliament and should provide good access to Ministers, Shadow Ministers and their advisors. An August visit will also provide time for the programs and funding announced as part of the 2014/2015 Federal Budget in May 2014 to be analysed in relation to strategic regional priorities and where relevant, these priorities will be aligned with announced programs and policy direction.

Proposed strategic regional issues to be discussed in Canberra will include:

- Awareness of the work undertaken by the EMRC in regards to waste treatment and disposal, gas capture and storage and recycling as key activities for reducing Australia's greenhouse gas emissions;
- Funding support for the proposed Waste to Energy or Anaerobic Digestion technology at the Resource Recovery Facility at Red Hill;
- Inclusion of road safety improvements for Great Eastern Highway in federal government funding programs;
- Consideration for Perth Adelaide - Highway Stage 2 works to progress to detailed design to enable funding through federal government funding programs;



Item 11.3 continued

- Funding support for the duplication of Reid Highway from Tonkin Highway to West Swan Road;
- Grade separation of Roe Highway and Berkshire Road to be considered for inclusion in the Gateway WA project;
- Awareness of the work undertaken by the EMRC in emission reduction, regional biodiversity conservation and addressing climate change issues;
- Resources to improve the health of the Swan Canning Catchment through the Plan for a Cleaner Environment; and
- Funding for the improvement and restoration of the Swan River built and natural foreshore areas, including riverbank stabilisation, interpretation and signage and recreational pathways.

Input has been sought from CEOAC to verify and further contribute to these proposed strategic regional issues.

The portfolios of Government Ministers, Shadow Ministers, advisors and agencies will be identified to reflect the priorities outlined and meetings arranged. Briefing notes and supporting documentation will be developed to underpin each of the strategic regional issues. A report will be provided to Council in October 2014.

STRATEGIC/POLICY IMPLICATIONS

Key Result Area 3 – Economic Development

- 3.1 To facilitate increased investment in regional infrastructure

Key Result Area 4 – Good Governance

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

This report aligns to the Regional Advocacy Strategy 2013-2016 and the EMRC Policy 1.8 Lobbying and Advocacy Policy.

FINANCIAL IMPLICATIONS

The financial cost of advocacy activities will be covered in the 2014/2015 budget.

SUSTAINABILITY IMPLICATIONS

The future sustainability of Perth's Eastern Region will be largely dependent on the strength and ability of the region to pool its resources to compete for and attract government funding into the region. An effective ongoing advocacy and leveraging strategy, supported by strategic and robust campaigns, is an essential tool for ensuring the region's ability to attract funding and investment.



Item 11.3 continued

MEMBER COUNCIL IMPLICATIONS

Member Council	Implication Details
Town of Bassendean	} Member Councils continuing to support and to promote the benefits of a regional approach to advocacy and continuing to endorse the EMRC as their peak advocacy body when dealing with regional issues for Perth's Eastern Region.
City of Bayswater	
City of Belmont	
Shire of Kalamunda	
Shire of Mundaring	
City of Swan	

ATTACHMENT(S)

1. Regional Advocacy Strategy Actions and Outcomes to 31 March 2014 (Ref: D2014/03183)
2. Regional Advocacy Strategy Actions Framework 2014/2015 (Ref: D2014/03184)

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION(S)

That Council endorses the advocacy actions identified for 2014/2015 as shown in Attachment 2 of this report.

Discussion was undertaken on strategic regional advocacy issues to be discussed in Canberra. It was requested that the duplication of Reid Highway from Tonkin Highway to West Swan Road and also grade separation of Roe Highway and Berkshire Road be included in the advocacy items to be discussed.

Discussion ensued on the impact of the closure of the Tier 3 rail network on the metropolitan road network. It was noted that the amenity and safety issues resulting from an increase in heavy vehicle traffic has been raised at East Zone meetings.

CEOAC RECOMMENDATION(S)

MOVED MS HARDY

SECONDED MR FOLEY

That Council endorses the advocacy actions identified for 2014/2015 as shown in Attachment 2 of this report.

CARRIED UNANIMOUSLY

COUNCIL RESOLUTION(S)

MOVED CR POWELL

SECONDED CR WOLFF

THAT COUNCIL ENDORSES THE ADVOCACY ACTIONS IDENTIFIED FOR 2014/2015 AS SHOWN IN ATTACHMENT 2 OF THIS REPORT.

CARRIED UNANIMOUSLY

Regional Advocacy Strategy - Actions and Outcomes to 31 March 2014

Priority Areas	Areas of Focus	Actions	Outcomes
Environmental Sustainability	1. The health, protection and sustainable use of the Swan and Helena Rivers.	Undertake advocacy as identified in Swan Helena Rivers Management Plan.	Issues raised at all meetings with state and federal politicians and will continue for 2014/2015. Swan Helena Rivers Management Plan reviewed to ensure currency.
	2. A natural environment that is protected, enhanced and maintained for future generations	Undertake advocacy as identified in Regional Climate Change Adaption Plan.	Issues raised at all meetings with state and federal politicians and will continue for 2014/2015. Regional Climate Change Adaption Plan reviewed and advocacy areas updated.
	3. The region is well placed to adapt to the impacts of climate change	Undertake advocacy as identified in Regional Climate Change Adaption Plan. Advocate for the delivery of a reliable power supply with the ability to reduce risks in extreme natural disaster conditions.	Climate Change Risk Awareness Seminar Series underway. Topics – Health, Water, Natural Environment and Infrastructure. Reviewed Regional Climate Change Adaption Plan includes actions to address the risk of power loss in natural disaster conditions.
	4. The continued improvement of regional resource recovery and waste management activities	Pursue avenues for funding of waste to energy technologies and resource recovery infrastructure. Pursue avenues for funding for assessment of and clean up of contaminated sites owned by member Councils.	Issues raised at all meetings with state and federal politicians and will continue for 2014/2015. Relevant funding options will continue to be sought.

Priority Areas	Areas of Focus	Actions	Outcomes
Economic Growth and Diversity	1. An effective and integrated transport system with improved public transport infrastructure and servicing.	Undertake advocacy for projects identified in the Priority Roads Project List including upgrade of Great Eastern Highway Greenmount Hill to Mundaring Town Site and Perth to Darwin Highway. Advocate for increased and effective public transport in Perth's Eastern Region. Continued membership of the Gateway Project Coordination Group. Ensure the needs of young people are considered in the planning for an integrated transport system for the Eastern region.	Issues raised at all meetings with state and federal politicians. Continued membership of the Gateway Project Coordination Group. Public transport issues raised at all meetings with state and federal politicians.
	2. The establishment and optimum utilisation of high speed, reliable broadband in the region.	Implement the Regional Digital Strategy. Monitor the progress of the rollout of broadband.	Strategy launched and projects underway. Rollout of broadband information has been impacted by the change of Federal government, monitoring of roll out continues and information is provided as received.
	3. The facilitation of economic development and investment opportunities.	Seek involvement with Department of Planning Directions 2031 and Beyond strategy to develop an economic development and employment strategy to support urban growth and facilitate increased employment self sufficiency in the Region. Promote the region as an attractive investment destination.	The economic development strategy has been developed by the Department of Planning and will be presented to Cabinet July 2014. EMRC involvement will be as part of the consultation stage to follow release of the Economic Development Strategy as part of a suite of documents from the Dept of Premier and Cabinet including Sub Regional Structure Plans, Strategic Environmental Assessment and the Future Plan. Perth's Eastern Region Investment and Opportunity document is available in hard copy and as an eBook.
Strong Communities	1. Enhanced social inclusion and access to facilities, health, education and community services for all residents.	Advocacy for improved services and regional facility provision for young people. Advocate for increased and effective public transport in Perth's Eastern Region.	Issues raised at all meetings with state and federal politicians.
	2. The provision of infrastructure that ensures quality education outcomes, health, cultural and lifestyle opportunities.	Advocate for university places to be allocated for Midland.	State Govt has pledged \$22 million and land for a university to open a new campus in Midland. Issue will continue to raised at meetings with federal politicians.

Regional Advocacy Strategy – Actions Framework 2014/2015		
Priority Areas	Areas of Focus	Actions for 2014/2015
Environmental Sustainability	1. The health, protection and sustainable use of the Swan and Helena Rivers.	Undertake advocacy as identified in Swan Helena Rivers Management Plan. Include issues facing the Swan and Helena Rivers in advocacy to the Federal Government under the Plan for a Cleaner Environment.
	2. A natural environment that is protected, enhanced and maintained for future generations	Undertake advocacy as identified in Regional Climate Change Adaption Plan. Seek opportunities to revegetate urban environments and strengthen natural resource management under the Federal Government Plan for a Cleaner Environment.
	3. The region is well placed to adapt to the impacts of climate change	Undertake advocacy as identified in Regional Climate Change Adaption Plan. Seek opportunities to strengthen the environments resilience to the impacts of climate change under the Federal Government Plan for a Cleaner Environment.
	4. The continued improvement of regional resource recovery and waste management activities	Pursue avenues for funding of resource recovery technologies and resource recovery infrastructure. Continue awareness raising of the role of regional councils in waste management and resource recovery.

Priority Areas	Areas of Focus	Actions for 2014/2015
<p style="text-align: center;">Economic Growth and Diversity</p>	<p>1. An effective and integrated transport system with improved public transport infrastructure and servicing.</p>	<p>Undertake advocacy for projects identified in the Priority Roads Project List including:</p> <ul style="list-style-type: none"> • Upgrade of Great Eastern Highway Greenmount Hill to Mundaring Town Site. • Perth Adelaide Highway – Stage 2 Works to progress to detailed design to enable funding. • Grade separation of Roe Highway and Berkshire Road to be included in the Gateway WA project. • Duplication of Reid Highway from Tonkin Highway to West Swan Road. <p>Continued membership of the Gateway Project Coordination Group.</p> <p>Advocate bringing forward the expansion of the eastern suburbs rail line linking Bayswater to Perth Airport Terminal and east to High Wycombe.</p> <p>Advocate for increased and effective public transport in Perth's Eastern Region.</p>
	<p>2. The establishment and optimum utilisation of high speed, reliable broadband in the region.</p>	<p>Implement the Regional Digital Strategy</p> <p>Monitor the progress of the rollout of broadband.</p>
	<p>3. The facilitation of economic development and investment opportunities.</p>	<p>Provide input into consultation process for the Department of Planning economic development strategy to support urban growth and facilitate increased employment self-sufficiency in the region.</p> <p>Promote the region as an attractive investment destination.</p>
<p style="text-align: center;">Strong Communities</p>	<p>1. Enhanced social inclusion and access to facilities, health, education and community services for all residents.</p>	<p>Advocacy for improved services and regional facility provision for young people.</p> <p>Advocate for increased and effective public transport in Perth's Eastern Region.</p>
	<p>2. The provision of infrastructure that ensures quality education outcomes, health, cultural and lifestyle opportunities.</p>	<p>Advocate for university places for Midland.</p>



12 REPORTS OF DELEGATES

Nil

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

Nil

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

Nil

15 GENERAL BUSINESS

15.1 EVENTS IN THE REGION

10 May 2014	City of Swan	Mayoral Dinner
4 October 2014	City of Belmont	Mayoral Dinner
18 October 2014	City of Bayswater	Mayoral Dinner

15.2 OTHER GENERAL BUSINESS

Perth Airport Railway and Third Runway

Discussions ensued regarding use of sand from excavations of the Perth Airport Railway for the construction of the third runway. It was agreed that all parties should include the economic benefits of using sand from the excavations for the construction of the runway in discussions with Perth Airport and project partners.

Local Government Reform

It was discussed that the impact of possible changes to the membership on the EMRC's existing Establishment Agreement may be beneficial. In particular the relationship to the governance provisions post 1 July 2015.

16 FUTURE MEETINGS OF THE CHIEF EXECUTIVE OFFICERS ADVISORY COMMITTEE

The next meeting of the Chief Executive Officers Advisory Committee will be held on **6 May 2014 (Informal)** at the Shire of Mundaring, 7000 Great Eastern Highway, Mundaring WA 6073 commencing at 12:30pm with lunch at 12noon.

Future Meetings 2014

Chief Executive Officers' Advisory Committee (CEOAC) meetings commencing at 12 noon:

Tuesday	6	May (informal)	at	Shire of Mundaring
Tuesday	3	June	at	EMRC Administration Office
Tuesday	1	July (informal)	at	Shire of Kalamunda
Tuesday	5	August	at	EMRC Administration Office
Tuesday	2	September	at	City of Swan
Tuesday	7	October (informal)	at	EMRC Administration Office
Tuesday	18	November	at	EMRC Administration Office

17 DECLARATION OF CLOSURE OF MEETING

There being no further business the meeting was closed at 1:36pm.



**15.2 INVESTMENT COMMITTEE MEETING HELD 3 APRIL 2014
(REFER TO MINUTES OF COMMITTEE – PINK PAGES)
REFERENCE: D2014/02328**

The minutes of the Investment Committee meeting held on **3 April 2014** accompany and form part of this agenda – (refer to pink section of 'Minutes of Committees' for Council accompanying this Agenda).

QUESTIONS

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

RECOMMENDATION(S)

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

COUNCIL RESOLUTION(S)

MOVED CR CORNISH

SECONDED CR CARTER

THAT COUNCIL ADOPTS THE RECOMMENDATIONS IN THE INVESTMENT COMMITTEE REPORT (SECTION 15.2).

CARRIED UNANIMOUSLY

INVESTMENT COMMITTEE

MINUTES

3 April 2014

(REF: D2013/02328 (IC) – D2014/04359)

A meeting of the Investment Committee was held at the EMRC Administration Office, 1st Floor, 226 Great Eastern Highway, BELMONT WA 6104 on **Thursday 3 April 2014**. The meeting commenced at **5:00pm**

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1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Chief Executive Officer opened the meeting at 5:00pm and welcomed members.

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

Councillor Attendance

Cr Gerry Pule	EMRC Member	Town of Bassendean
Cr Chris Cornish	EMRC Member	City of Bayswater
Cr Janet Powell	EMRC Member	City of Belmont
Cr Alan Pilgrim	EMRC Member	Shire of Mundaring

EMRC Officers

Mr Peter Schneider	Chief Executive Officer
Mr Hua Jer Liew	Director Corporate Services
Mrs Annie Hughes-d'Aeth	Personal Assistant to Director Corporate Services (Minutes)

Guests

Mr Haydn Robinson	Haydn Robinson Barrister Solicitor
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3 DISCLOSURE OF INTERESTS

Nil

4 ANNOUNCEMENTS BY THE CHAIRMAN OR PRESIDING MEMBER WITHOUT DISCUSSION

Nil



5 ELECTION OF INVESTMENT COMMITTEE CHAIRMAN AND DEPUTY CHAIRMAN

5.1 ELECTION OF A CHAIRMAN OF THE INVESTMENT COMMITTEE (IC)

REFERENCE: D2013/02329 (IC) – D2014/04360

PURPOSE OF REPORT

To provide for an election to be conducted for the office of Chairman of the Investment Committee (IC).

KEY ISSUES AND RECOMMENDATION(S)

- It is a statutory requirement that a Committee elects a Chairman at the first meeting of the IC after an Ordinary Council elections day.

Recommendation(s)

That the members of the Investment Committee elect a Chairman by secret ballot.

SOURCE OF REPORT

Director Corporate Services
 Manager Administration & Compliance

BACKGROUND

At the Special Meeting of Council held on Thursday 7 November 2013, the EMRC Chairman and Deputy Chairman were elected and members to the EMRC Committees were appointed.

IC MEMBERS 2013/2014

The following IC members were appointed to the IC at the Special Meeting of Council held on 7 November 2013:

EMRC Member	Cr Gerry Pule	Town of Bassendean
EMRC Member	Cr Chris Cornish	City of Bayswater
EMRC Member	Cr Janet Powell	City of Belmont
EMRC Member	Cr Dylan O'Connor	Shire of Kalamunda
EMRC Member	Cr Alan Pilgrim	Shire of Mundaring
EMRC Member	Cr David Färdig	City of Swan

In accordance with section 5.12(1) of the Local Government Act 1995, (the Act) the members of a committee are to elect a presiding member from amongst themselves in accordance with Schedule 2.3, Division 1.

It is a requirement of Schedule 2.3 of the Local Government Act 1995 that the election is conducted by the Chief Executive Officer and the nominations for the Office are to be given to the Chief Executive Officer in writing before the meeting or during the meeting before the close of nominations. Furthermore, if a member is nominated by another member the Chief Executive Officer is not to accept the nomination unless the nominee has advised the Chief Executive Officer, orally or in writing, that he or she is willing to be nominated for the Office. Members are to vote on the matter by secret ballot.

The procedure outlined in Schedule 2.3 of the Act will be followed if there is an equality of votes.



Item 5.1 continued

REPORT

The Chief Executive Officer will preside at the meeting until the office of Chairman is filled.

The following material accompanies the agenda for this meeting as a means of assisting members of the Committee to nominate themselves or another member for the Office of Chairman of the IC.

1. Investment Committee Terms of Reference
2. A blank nomination form for the Office of Chairman of the IC, nominate oneself
3. A blank nomination form for the Office of Chairman of the IC, nominate another
4. A blank ballot paper for Election of Chairman of the IC

Ballot papers will be made available prior to voting.

The completed nomination forms are to be given to the Chief Executive Officer of the EMRC before the meeting or when the Chief Executive Officer calls for them when dealing with this item at the meeting.

STRATEGIC/POLICY IMPLICATIONS

Council Policy 2.1 provides for the establishment of the Investment Committee.

Key Result Area 4 – Good Governance

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

FINANCIAL IMPLICATIONS

Nil

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)

1. Investment Committee Terms of Reference
2. A blank nomination form for the Office of Chairman of the IC, nominate oneself (Ref: D2013/02346)
3. A blank nomination form for the Office of Chairman of the IC, nominate another (Ref: D2013/02346)
4. Ballot Paper – Election of IC Chairman (Ref: D2013/02344)



Item 5.1 continued

VOTING REQUIREMENT

Secret Ballot

RECOMMENDATION(S)

That the members of the Investment Committee elect a Chairman by secret ballot.

The Chief Executive Officer advised that one (1) nomination for the Office of Chairman of the Investment Committee (IC) had been received from Cr Powell prior to the meeting and called for further nominations.

No further nominations were received and the CEO closed nominations.

ANNOUNCEMENT: OF THE OFFICE OF CHAIRMAN

There being no further nominations, the CEO declared Cr Janet Powell Chairman of the Investment Committee unopposed for the term commencing 3 April 2014 until 2015.

The CEO congratulated Cr Powell and vacated the chair at 5:01pm.

At 5:02pm, Cr Powell took the Chair.

TERMS OF REFERENCE

INVESTMENT COMMITTEE

1. OBJECTIVES OF COMMITTEE:

- 1.1. The Investment Committee (IC) is a formally appointed committee of Council and is responsible to that body. It has been established to deal with matters related to EMRC's Management of Investment Policy.
- 1.2. The Committee's role is to:
 - (a) Report to Council and provide appropriate advice and recommendations on matters relevant to its terms of reference in order to facilitate decision-making by Council in relation to the discharge of its responsibilities.
 - (b) Carry out its functions and fulfil its responsibilities as required by the Local Government Act 1995 and associated regulations, guidelines and protocols of the Council which are relevant to the Committee
 - (c) The Committee will only have those executive powers as specifically delegated to it.

2. RESPONSIBILITIES

- 3.1 The Investment Committee shall have the following functions:
 - (a) To consider amendment and revision of Policy 3.5 Management of Investment Policy
 - (b) To deal with matters referred to the committee, by the Chief Executive Officer (CEO), under Policy 3.5 Management of Investment Policy.
 - (c) To deal with legal and other matters associated with the Grange Securities Ltd / Lehman Investment Mandate Agreement (3 March 2005) as referred to the Committee by the CEO or Council.

3. MEMBERSHIP:

- 3.1 The Investment Committee will comprise of Council members only.
- 3.2 Deputy members of the Committee will not be appointed.
- 3.3 Members will be appointed for a period of two years following each ordinary Council election.

4. MEETINGS

- 4.1 The Committee shall meet as required, convened at the discretion of the Chairperson.

5. OPERATING PROCEDURES

- 5.1 All meetings of the IC are to be conducted in accordance with the Local Government Act 1995, associated Regulations and the *EMRC Standing Orders Local Law 1998*.
- 5.2 A quorum for a meeting of the Committee shall be at least 50% of the number of offices (whether vacant or not) of member of the Committee.
- 5.2 Voting
- (a) All decisions of the Committee shall be made on the basis of a simple majority decision of the members present or, if another kind of majority has been prescribed by regulations for the particular kind of decision, by that kind of majority.
 - (b) If the decision results in a tied vote, the person presiding is to cast a second vote.
 - (c) Persons other than Committee members are not entitled to cast a vote.
 - (d) All other aspects related to voting procedure shall be consistent with relevant sections of the EMRC Standing Orders Local Law 1998.
- 5.4 Other EMRC staff may attend meetings, at the discretion of the Chief Executive Officer to provide advice and information when required.

6. REPORTING

- 6.1 The Committee shall after every meeting forward the minutes of that meeting to the next Ordinary Meeting of Council, including a report explaining any specific recommendations and key outcomes.

7. DELEGATED POWER

- 7.1 The Investment Committee has only those delegated powers and duties of Council associated with the EMRC Investment Portfolio, that have not been delegated to the CEO inclusive of, but not limited to:
- (a) the acceptance of tenders for the provision of advice and services; and
 - (b) to deal with any legal proceedings that may need to be initiated.

Related Documentation:

Policy 1.2 Meetings

Policy 2.1 Committees of Council

Policy 3.5 Management of Investments Policy

EMRC Standing Orders Local Law 2013

EMRC Code of Conduct

Administration:

Adopted / Reviewed by Council: 23 September 2010

Next Review: Following the Ordinary Elections in 2013

Responsible: Director Corporate Services



Nomination for Chairman of the Investment Committee

To the Chief Executive Officer

I hereby nominate myself, _____ for the position of Chairman of the Eastern Metropolitan Regional Council Investment Committee for the term of Office commencing on the date of the election and continuing until the next ordinary elections day and/or other circumstances occur in accordance with section 5.11 of the Local Government Act 1995.

Signed: _____

Date: _____



Nomination for Chairman of the Investment Committee

To the Chief Executive Officer

I hereby nominate _____ for the position of Chairman of the Eastern Metropolitan Regional Council Investment Committee for the term of Office commencing on the date of the election and continuing until the next ordinary elections day and/or other circumstances occur in accordance with section 5.11 of the Local Government Act 1995.

Signed: _____

Date: _____

*I _____ hereby certify that I accept the above nomination to the position of Chairman of the Eastern Metropolitan Regional Council Investment Committee.

Signed: _____

Date: _____

*This certificate is to be completed when a Representative is nominated by another Representative.



**Eastern Metropolitan Regional Council
IC Thursday 3 April 2014**

**BALLOT PAPER FOR THE
ELECTION OF THE IC CHAIRMAN**

HOW TO VOTE

Place a tick in the box next to the candidate you want to elect.

Do not make any other marks on the ballot paper.

First Name, Last Name

First Name, Last Name

First Name, Last Name



5.2 ELECTION OF A DEPUTY CHAIRMAN OF THE INVESTMENT COMMITTEE (IC)

REFERENCE: D2013/02332 (IC) – D2014/04361

PURPOSE OF REPORT

To provide for an election to be conducted for the office of Deputy Chairman of the Investment Committee (IC).

KEY ISSUES AND RECOMMENDATION(S)

- In accordance with section 5.12 (2) of the Local Government Act 1995, the members of a committee may elect a deputy presiding member from amongst themselves.

Recommendation(s)

That the members of the Investment Committee elect a Deputy Chairman by secret ballot.

SOURCE OF REPORT

Director Corporate Services
 Manager Administration & Compliance

BACKGROUND

At the Special Meeting of Council held on Thursday 7 November 2013, the EMRC Chairman and Deputy Chairman were elected and members to the EMRC Committees were appointed.

IC MEMBERS 2013/2014

The following IC members were appointed to the IC at the Special Meeting of Council held on 7 November 2013:

EMRC Member	Cr Gerry Pule	Town of Bassendean
EMRC Member	Cr Chris Cornish	City of Bayswater
EMRC Member	Cr Janet Powell	City of Belmont
EMRC Member	Cr Dylan O'Connor	Shire of Kalamunda
EMRC Member	Cr Alan Pilgrim	Shire of Mundaring
EMRC Member	Cr David Fárdig	City of Swan

In accordance with section 5.12 (2) of the Local Government Act 1995, (the Act) the members of a committee may elect a deputy presiding member from amongst themselves.

It is a requirement of Schedule 2.3 of the Local Government Act 1995 that the election is conducted by the Chairman and the nominations for the Office are to be given to the Chairman in writing before the meeting or during the meeting before the close of nominations. Furthermore, if a member is nominated by another member, the Chairman is not to accept the nomination unless the nominee has advised the Chairman, orally or in writing, that he or she is willing to be nominated for the Office. Members are to vote on the matter by secret ballot.

The procedure outlined in Schedule 2.3 of the Act will be followed if there is an equality of votes.



Item 5.2 continued

REPORT

The following material accompanies the agenda for this meeting as a means of assisting members of the Committee to nominate themselves or another member for the Office of Deputy Chairman of the IC.

1. A blank nomination form for the Office of Deputy Chairman of the IC, nominate oneself
2. A blank nomination form for the Office of Deputy Chairman of the IC, nominate another
3. A blank ballot paper for Election of Deputy Chairman of the IC

Ballot papers will be made available prior to voting.

The completed nomination forms are to be given to the Chairman before the meeting or when the Chairman calls for them when dealing with this item at the meeting.

STRATEGIC/POLICY IMPLICATIONS

Council Policy 2.1 provides for the establishment of the Investment Committee.

Key Result Area 4 – Good Governance

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

FINANCIAL IMPLICATIONS

Nil

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)

1. A blank nomination form for the Office of Deputy Chairman of the IC, nominate oneself (Ref: D2013/02347)
2. A blank nomination form for the Office of Deputy Chairman of the IC, nominate another (Ref: D2013/02347)
3. Ballot Paper – Election of IC Deputy Chairman (Ref: D2013/02345)



Item 5.2 continued

VOTING REQUIREMENT

Secret Ballot

RECOMMENDATION(S)

That the members of the Investment Committee elect a Deputy Chairman by secret ballot.

The Chairman advised that one (1) nomination for the Office of Deputy Chairman of the Investment Committee (IC) had been received from Cr Pule and called for further nominations.

No further nominations were received and the Chairman closed nominations.

ANNOUNCEMENT: OF THE OFFICE OF DEPUTY CHAIRMAN

There being no other nominations Cr Pule was declared Deputy Chairman of the Investment Committee for the term commencing 3 April 2014 until 2015.



Nomination for Deputy Chairman

To the Chief Executive Officer

I hereby nominate myself, _____ for the position of Deputy Chairman of the Eastern Metropolitan Regional Council Investment Committee for the term of Office commencing on the date of the election and continuing until the next ordinary elections day and/or other circumstances occur in accordance with section 5.11 of the Local Government Act 1995.

Signed: _____

Date: _____



Nomination for Deputy Chairman

To the Chief Executive Officer

I hereby nominate _____ for the position of Deputy Chairman of the Eastern Metropolitan Regional Council Investment Committee for the term of Office commencing on the date of the election and continuing until the next ordinary elections day and/or other circumstances occur in accordance with section 5.11 of the Local Government Act 1995.

Signed: _____

Date: _____

*I _____ hereby certify that I accept the above nomination to the position of Deputy Chairman of the Eastern Metropolitan Regional Council Investment Committee.

Signed: _____

Date: _____

*This certificate is to be completed when a Representative is nominated by another Representative.



**Eastern Metropolitan Regional Council
IC Thursday 3 April 2014**

**BALLOT PAPER FOR THE ELECTION OF
THE IC DEPUTY CHAIRMAN**

HOW TO VOTE

Place a tick in the box next to the candidate you want to elect.

Do not make any other marks on the ballot paper.

First Name, Last Name

First Name, Last Name

First Name, Last Name



6 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

7 PUBLIC QUESTION TIME

Nil

8 PETITIONS, DEPUTATIONS AND PRESENTATIONS

Nil

9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

9.1 MINUTES OF THE INVESTMENT COMMITTEE MEETING HELD 8 AUGUST 2013

That the minutes of the Investment Committee meeting held on 8 August 2013 which have been distributed, be confirmed.

INVESTMENT COMMITTEE RESOLUTION(S)

MOVED CR PILGRIM SECONDED CR PULE

THAT THE MINUTES OF THE INVESTMENT COMMITTEE MEETING HELD ON 8 AUGUST 2013 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.

CARRIED UNANIMOUSLY

10 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

11 QUESTIONS BY MEMBERS WITHOUT NOTICE

Nil

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

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

The following item is covered in section 18 of this agenda:

12.1 INVESTMENT COMMITTEE BRIEFING AND UPDATE BY MR HAYDN ROBINSON



13 BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING

Nil

14 REPORTS OF EMPLOYEES

Nil

15 REPORTS OF DELEGATES

Nil

16 MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

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

Nil

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

RECOMMENDATION (Closing meeting to the public)

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

IC RESOLUTION

MOVED CR PILGRIM

SECONDED CR PULE

THAT WITH THE EXCEPTION OF MR ROBINSON, THE CEO, THE DIRECTOR CORPORATE SERVICES AND THE PERSONAL ASSISTANT TO THE DIRECTOR CORPORATE SERVICES, THE MEETING BE CLOSED TO MEMBERS OF THE PUBLIC IN ACCORDANCE WITH SECTION 5.23 (2) (C) AND (D) OF THE LOCAL GOVERNMENT ACT FOR THE PURPOSE OF DEALING WITH MATTERS OF A CONFIDENTIAL NATURE.

CARRIED UNANIMOUSLY

The doors of the meeting were closed at 5:07pm.

CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE (CEOPRC)**MINUTES****10 April 2014****(Ref: D2014/00572 (CEOPRC) – D2014/04414)**

A meeting of the Chief Executive Officer Performance Review Committee was held at the EMRC Administration Office, 1st Floor, 226 Great Eastern Highway, BELMONT WA 6104 on **10 April 2014**. The meeting commenced at **5:47pm**.

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1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Chief Executive Officer opened the meeting at 5:47pm.

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

Committee Members

Cr Gerry Pule	EMRC Member	Town of Bassendean
Cr Mike Anderton	EMRC Member	City of Bayswater
Cr Janet Powell	EMRC Member	City of Belmont
Cr Frank Lindsey (from 5:48pm)	EMRC Member	Shire of Kalamunda
Cr Alan Pilgrim	EMRC Member	Shire of Mundaring
Cr David Färdig	EMRC Member	City of Swan

EMRC Officers

Mr Peter Schneider	Chief Executive Officer
Mrs Prapti Mehta	Manager Human Resources
Ms Theresa Eckstein	Executive Assistant to CEO (Minutes)

3 DISCLOSURE OF INTERESTS

The Chief Executive Officer advised the following disclosures of interest.

3.1 PRAPTI MEHTA – MANAGER HUMAN RESOURCES – INTERESTS AFFECTING IMPARTIALITY:

Item: 15.1
Subject: Confidential Item 15.1 – Selection of Facilitator for the Chief Executive Officer's Performance Review
Nature of Interest: Disclosure of Interests Affecting Impartiality, EMRC Code of Conduct 1.3(a).
Due to reporting relationship to the CEO.

Item: 15.2
Subject: Confidential Item 15.2 – Chief Executive Officer Performance Review Process for 2014
Nature of Interest: Disclosure of Interests Affecting Impartiality, EMRC Code of Conduct 1.3(a).
Due to reporting relationship to the CEO.

3.2 PETER B. SCHNEIDER – CHIEF EXECUTIVE OFFICER – INTERESTS AFFECTING IMPARTIALITY:

Item: 15.1
Subject: Confidential Item 15.1 - Selection of Facilitator for the Chief Executive Officer's Performance Review
Nature of Interest: Disclosure of Interests Affecting Impartiality, EMRC Code of Conduct 1.3(a).
Directly applies to the CEO.

Item: 15.2
Subject: Confidential Item 15.2 - Chief Executive Officer Performance Review Process for 2014
Nature of Interest: Disclosure of Interests Affecting Impartiality, EMRC Code of Conduct 1.3(a).
Directly applies to the CEO.

4 ANNOUNCEMENTS BY THE CHAIRMAN OR PRESIDING MEMBER WITHOUT DISCUSSION

Nil



5 ANNOUNCEMENT BY THE CHAIRMAN OR PERSON PRESIDING WITHOUT DISCUSSION

ELECTION OF A CHAIRMAN AND DEPUTY CHAIRMAN OF THE CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE (CEOPRC)

5.1 ELECTION OF A CHAIRMAN OF THE CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE (CEOPRC)

REFERENCE: D2014/00574 – D2014/04391

PURPOSE OF REPORT

To provide for an election to be conducted for the office of Chairman of the Chief Executive Officer Performance Review Committee (CEOPRC).

KEY ISSUES AND RECOMMENDATION(S)

- It is a statutory requirement that a Committee elects a Chairman at the first meeting of the CEOPRC after an Ordinary Council elections day.

Recommendation(s)

That the members of the Chief Executive Officer Performance Review Committee elect a Chairman by secret ballot.

SOURCE OF REPORT

Director Corporate Services
 Manager Administration & Compliance

BACKGROUND

A Special Meeting of Council was held on Thursday 7 November 2013, the EMRC Chairman and Deputy Chairman were elected and members to the EMRC Committees were appointed.

CEOPRC MEMBERS 2011-2013

The following CEOPRC members were appointed to the CEOPRC at the Special Meeting of Council held on 7 November 2013:

EMRC Member	Cr Gerry Pule	Town of Bassendean
EMRC Member	Cr Mike Anderton	City of Bayswater
EMRC Member	Cr Janet Powell	City of Belmont
EMRC Member	Cr Frank Lindsey	Shire of Kalamunda
EMRC Member	Cr Alan Pilgrim	Shire of Mundaring
EMRC Member	Cr David Färdig	City of Swan

In accordance with section 5.12(1) of the Local Government Act 1995, (the Act) the members of a committee are to elect a presiding member from amongst themselves in accordance with Schedule 2.3, Division 1.

It is a requirement of Schedule 2.3 of the Local Government Act 1995, (the Act) that the election is conducted by the Chief Executive Officer and the nominations for the Office are to be given to the Chief Executive Officer in writing before the meeting or during the meeting before the close of nominations. Furthermore, if a member is nominated by another member the Chief Executive Officer is not to accept the nomination unless the nominee has advised the Chief Executive Officer, orally or in writing, that he or she is willing to be nominated for the Office. Members are to vote on the matter by secret ballot.

The procedure outlined in Schedule 2.3 of the Act will be followed if there is an equality of votes.



Item 5.1 continued

REPORT

The Chief Executive Officer will preside at the meeting until the office of Chairman is filled.

The following material accompanies the agenda for this meeting as a means of assisting members of the Committee to nominate themselves or another member for the Office of Chairman of the CEOPRC.

1. Chief Executive Officer Performance Review Terms of Reference
2. A blank nomination form for the Office of Chairman of the CEOPRC, nominate oneself
3. A blank nomination form for the Office of Chairman of the CEOPRC, nominate another
4. A blank ballot paper for Election of Chairman of the CEOPRC

Ballot papers will be made available prior to voting.

The completed nomination forms are to be given to the Chief Executive Officer before the meeting or when the Chief Executive Officer calls for them when dealing with this item at the meeting.

STRATEGIC/POLICY IMPLICATIONS

Council Policy 2.1 provides for the establishment of the Chief Executive Officer Performance Review Committee.

Key Result Area 4 – Good Governance

- 4.6 To provide responsible and accountable Governance and Management of the EMRC

FINANCIAL IMPLICATIONS

Nil

SUSTAINABILITY IMPLICATIONS

Nil

MEMBER COUNCIL IMPLICATIONS

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



Item 5.1 continued

ATTACHMENT(S)

1. Chief Executive Officer Performance Review Terms of Reference (Ref: D2014/03463)
2. A blank nomination form for the Office of Chairman of the CEOPRC, nominate oneself (Ref: D2014/02883)
3. A blank nomination form for the Office of Chairman of the CEOPRC, nominate another (Ref: D2014/02883)
4. Ballot Paper – Election of CEOPRC Chairman (Ref: D2014/02886)

VOTING REQUIREMENT

Secret Ballot

RECOMMENDATION(S)

That the members of the Chief Executive Officer Performance Review Committee elect a Chairman by secret ballot.

The Chief Executive Officer advised that one (1) nomination for the Office of Chairman of the Chief Executive Officers Performance Review Committee had been received, from Cr Pule nominating himself.

The Chief Executive Officer called for further nominations.

Cr Färdig nominated Cr Pilgrim who declined the nomination.

ANNOUNCEMENT: OF THE OFFICE OF CHAIRMAN

There being no further nominations Cr Pule was declared Chairman of the Chief Executive Officer's Performance Review Committee unopposed for the term commencing 10 April 2014 to 2015.

The Chief Executive Officer congratulated Cr Pule and vacated the Chair at 5:49pm.

At 5:49pm Cr Pule took the Chair.

TERMS OF REFERENCE

CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW COMMITTEE

1. OBJECTIVES OF COMMITTEE:

The Chief Executive Officer's Performance Review Committee (CEORC) is a formally appointed committee of Council and is responsible to that body. It has been established to conduct an annual review of the Chief Executive Officer's (CEO) performance, remuneration, contract terms and conditions, with the assistance of an external facilitator;

2. RESPONSIBILITIES

To ensure that the review of performance of the CEO for the EMRC is undertaken in accordance with the provisions of the Local Government Act (1995) and Local Government (Administration) Regulations 1996 and EMRC's policies.

3. DUTIES

The duties of the Committee will include the following:

- (a) Review the Chief Executive Officer's (CEO) performance with the appropriate provisions contained within the CEO's Contract of Employment and agreed performance objectives;
- (b) Prepare and table the concluded Performance Review Report to the Council for consideration and actioning;
- (c) Review the CEO's performance on an on-going basis if the Council or the CEO perceives that there is a need to do so;
- (d) Determine the Performance Objectives to be met by the CEO for the following year and refer them to Council for consideration and actioning;
- (e) Review the CEO's remuneration package, in accordance with the appropriate provisions of the CEO's Contract of Employment and refer the recommendations to Council for consideration and actioning
- (f) Review the CEO's Contract of Employment and make recommendations to council in relation to varying the contract as and when necessary
- (g) Appoint a consultant to assist it in its functions.

4. MEMBERSHIP:

4.1. The Committee will comprise of six Councillors.

4.2. The Committee will have no deputy members.

4.3. Members will be appointed for a period of two years following each ordinary Council election.

5. MEETINGS

- 5.1. The Committee shall hold regular meetings at such times and on such days as the Council may determine by resolution.
- 5.2. Additional meetings will be convened at the discretion of the Chairperson.

6. OPERATING PROCEDURES

- 6.1. All meetings of the Committee are to be conducted in accordance with the Local Government Act 1995, associated Regulations and the *EMRC Standing Orders Local Law 1998*.
- 6.2. A quorum for a meeting of the Committee shall be at least 50% of the number of offices (whether vacant or not) of member of the Committee.
- 6.3. Voting
 - (a) All decisions of the Committee shall be made on the basis of a simple majority decision of the members present or, if another kind of majority has been prescribed by regulations for the particular kind of decision, by that kind of majority.
 - (b) If the decision results in a tied vote, the person presiding is to cast a second vote.
 - (c) Persons other than Committee members are not entitled to cast a vote.
 - (d) All other aspects related to voting procedure shall be consistent with relevant sections of the EMRC Standing Orders Local Law 1998
- 6.4. Other EMRC staff may attend meetings, at the discretion of the Chief Executive Officer, to provide advice and information when required.

7. REPORTING

- 7.1. The Committee shall after every meeting forward the minutes of that meeting to the next Ordinary Meeting of Council, including a report explaining any specific recommendations and key outcomes.
- 7.2. The item of Council business referred to in relation to this is to be treated as confidential in accordance with s5.23(2) of the Local Government Act 1995, r14(2) of the Local Government (Administration) Regulations 1996, Standing Orders Bylaw 4.2 and Council's Policy for dealing with confidential items.

8. DELEGATED POWER

- 8.1. The Committee has no delegated powers and no authority to implement its recommendations.

Related Documentation:

- Policy 1.2 Meetings
- Policy 2.1 Committees of Council
- Policy 4.1 Chief Executive Officer - Appointment, Performance Assessment and Review Policy
- Policy 1.5 Council Meeting Agenda/Minutes Confidential/Late Items
- EMRC Standing Orders Local Law 2013
- EMRC Code of Conduct

Administration:

- Adopted / Reviewed by Council: 23 September 2010
- Next Review: Following the Ordinary Elections in 2013
- Responsible: Chief Executive Officer



Nomination for Chairman Chief Executive Officer Performance Review Committee

To the Chief Executive Officer

I hereby nominate myself, _____ for the position of Chairman of the Eastern Metropolitan Regional Council Chief Executive Officer Performance Review Committee for the term of Office commencing on the date of the election and continuing until the next ordinary elections day and/or other circumstances occur in accordance with section 5.11 of the Local Government Act 1995.

Signed: _____

Date: _____



Nomination for Chairman Chief Executive Officer Performance Review Committee

To the Chief Executive Officer

I hereby nominate _____ for the position of Chairman of the Eastern Metropolitan Regional Council Chief Executive Officer Performance Review Committee for the term of Office commencing on the date of the election and continuing until the next ordinary elections day and/or other circumstances occur in accordance with section 5.11 of the Local Government Act 1995.

Signed: _____

Date: _____

*I _____ hereby certify that I accept the above nomination to the position of Chairman of the Eastern Metropolitan Regional Council Chief Executive Officer Performance Review Committee.

Signed: _____

Date: _____

*This certificate is to be completed when a Representative is nominated by another Representative.



**Eastern Metropolitan Regional Council
CEOPRC Thursday 10 April 2014**

**BALLOT PAPER FOR THE
ELECTION OF THE CEOPRC CHAIRMAN**

HOW TO VOTE

**Place a tick in the box next to the candidate you want
to elect.**

Do not make any other marks on the ballot paper.

Lastname, Firstname

Lastname, Firstname

Lastname, Firstname



5.2 ELECTION OF A DEPUTY CHAIRMAN OF THE CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE (CEOPRC)

REFERENCE: D2014/00575 – D2014/04395

PURPOSE OF REPORT

To provide for an election to be conducted for the office of Deputy Chairman of the Chief Executive Officer Performance Review Committee (CEOPRC).

KEY ISSUES AND RECOMMENDATION(S)

- In accordance with section 5.12 (2) of the Local Government Act 1995, the members of a committee may elect a deputy presiding member from amongst themselves.

Recommendation(s)

That the members of the Chief Executive Officer Performance Review Committee elect a Deputy Chairman by secret ballot.

SOURCE OF REPORT

Director Corporate Services
Manager Administration & Compliance

BACKGROUND

A Special Meeting of Council was held on Thursday 7 November 2013, the EMRC Chairman and Deputy Chairman were elected and members to the EMRC Committees were appointed.

CEOPRC MEMBERS 2011-2013

The following CEOPRC members were appointed to the CEOPRC at the Special Meeting of Council held on 7 November 2013:

EMRC Member	Cr Gerry Pule	Town of Bassendean
EMRC Member	Cr Mike Anderton	City of Bayswater
EMRC Member	Cr Janet Powell	City of Belmont
EMRC Member	Cr Frank Lindsey	Shire of Kalamunda
EMRC Member	Cr Alan Pilgrim	Shire of Mundaring
EMRC Member	Cr David Fárdig	City of Swan

In accordance with section 5.12 (2) of the Local Government Act 1995, (the Act) the members of a committee may elect a deputy presiding member from amongst themselves.

It is a requirement of Schedule 2.3 of the Local Government Act 1995, (the Act) that the election is conducted by the Chairman and the nominations for the Office are to be given to the Chairman in writing before the meeting or during the meeting before the close of nominations. Furthermore, if a member is nominated by another member, the Chairman is not to accept the nomination unless the nominee has advised the Chairman, orally or in writing, that he or she is willing to be nominated for the Office. Members are to vote on the matter by secret ballot.

The procedure outlined in Schedule 2.3 of the Act will be followed if there is an equality of votes.



Item 5.2 continued

REPORT

The following material accompanies the agenda for this meeting as a means of assisting members of the Committee to nominate themselves or another member for the Office of Deputy Chairman of the CEOPRC.

1. A blank nomination form for the Office of Deputy Chairman of the CEOPRC, nominate oneself
2. A blank nomination form for the Office of Deputy Chairman of the CEOPRC, nominate another
3. A blank ballot paper for Election of Deputy Chairman of the CEOPRC

Ballot papers will be made available prior to voting.

The completed nomination forms are to be given to the Chairman before the meeting or when the Chairman calls for them when dealing with this item at the meeting.

STRATEGIC/POLICY IMPLICATIONS

Council Policy 2.1 provides for the establishment of the Chief Executive Officer Performance Review Committee.

Key Result Area 4 – Good Governance

- 4.6 To provide responsible and accountable Governance and Management of the EMRC

FINANCIAL IMPLICATIONS

Nil

SUSTAINABILITY IMPLICATIONS

Nil

MEMBER COUNCIL IMPLICATIONS

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

ATTACHMENT(S)

1. A blank nomination form for the Office of Deputy Chairman of the CEOPRC, nominate oneself (Ref: D2014/02882)
2. A blank nomination form for the Office of Deputy Chairman of the CEOPRC, nominate another (Ref: D2014/02882)
3. Ballot Paper – Election of CEOPRC Deputy Chairman (Ref: D2014/02887)



Item 5.2 continued

VOTING REQUIREMENT

Secret Ballot

RECOMMENDATION(S)

That the members of the Chief Executive Officer Performance Review Committee elect a Deputy Chairman by secret ballot.

The Chairman advised that one (1) nomination for the Office of Deputy Chairman of the Chief Executive Officers Performance Review Committee had been received, from himself nominating Cr Powell, who accepted the nomination.

The Chairman called for further nominations.

ANNOUNCEMENT: OF THE OFFICE OF DEPUTY CHAIRMAN

There being no further nominations Cr Powell was declared Deputy Chairman of the Chief Executive Officer's Performance Review Committee unopposed for the term commencing 10 April 2014 until 2015.

The Chairman congratulated Cr Powell.



Nomination for Deputy Chairman Chief Executive Officer Performance Review Committee

To the Chief Executive Officer

I hereby nominate myself, _____ for the position of Deputy Chairman of the Eastern Metropolitan Regional Council Chief Executive Officer Performance Review Committee for the term of Office commencing on the date of the election and continuing until the next ordinary elections day and/or other circumstances occur in accordance with section 5.11 of the Local Government Act 1995.

Signed: _____

Date: _____



Nomination for Deputy Chairman Chief Executive Officer Performance Review Committee

To the Chief Executive Officer

I hereby nominate _____ for the position of Deputy Chairman of the Eastern Metropolitan Regional Council Chief Executive Officer Performance Review Committee for the term of Office commencing on the date of the election and continuing until the next ordinary elections day and/or other circumstances occur in accordance with section 5.11 of the Local Government Act 1995.

Signed: _____

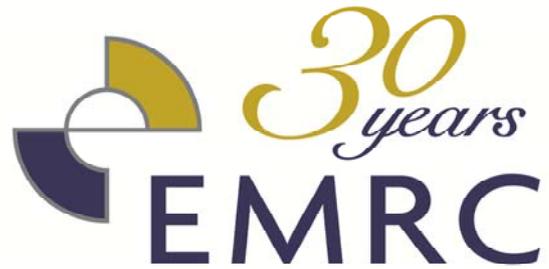
Date: _____

*I _____ hereby certify that I accept the above nomination to the position of Deputy Chairman of the Eastern Metropolitan Regional Council Chief Executive Officer Performance Review Committee.

Signed: _____

Date: _____

* This certificate is to be completed when a Representative is nominated by another Representative.



**Eastern Metropolitan Regional Council
CEOPRC Thursday 10 April 2014**

**BALLOT PAPER FOR THE
ELECTION OF THE CEOPRC DEPUTY CHAIRMAN**

HOW TO VOTE

**Place a tick in the box next to the candidate you want
to elect.**

Do not make any other marks on the ballot paper.

Lastname, Firstname

Lastname, Firstname

Lastname, Firstname



6 PETITIONS, DEPUTATIONS AND PRESENTATIONS

Nil

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

7.1 MINUTES OF THE CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE MEETING HELD 25 JULY 2013

That the minutes of the Chief Executive Officer Performance Review Committee meeting held on 25 July 2013 which have been distributed, be confirmed.

CEOPRC RESOLUTION(S)

MOVED CR PILGRIM

SECONDED CR POWELL

THAT THE MINUTES OF THE CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE MEETING HELD ON 25 JULY 2013 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.

CARRIED UNANIMOUSLY

8 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

9 QUESTIONS BY MEMBERS WITHOUT NOTICE

Nil

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

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

The following report items are covered in section 15 of this agenda.

10.1 SELECTION OF FACILITATOR FOR THE CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW PROCESS (Ref: D2014/00576)

10.2 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW PROCESS FOR 2014 (Ref: D2014/03757)

11 BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING

Nil

12 REPORTS OF EMPLOYEES

Nil



13 REPORTS OF DELEGATES

Nil

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

Nil

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

RECOMMENDATION (Closing meeting to the public)

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

CEOPRC RESOLUTION

MOVED CR PILGRIM

SECONDED CR ANDERTON

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

CARRIED UNANIMOUSLY

The meeting was closed to the public at 5:52pm.

15.1 SELECTION OF FACILITATOR FOR THE CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW PROCESS

REFERENCE: D2014/00576

This item is recommended to be confidential because it contains matters affecting an employee and is to be treated as confidential in accordance with EMRC Policy 4.1 – Chief Executive Officer Appointment, Performance Assessment and Review Policy.

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

15.2 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW PROCESS FOR 2014

REFERENCE: D2014/03757

This item is recommended to be confidential because it contains matters affecting an employee and is to be treated as confidential in accordance with EMRC Policy 4.1 – Chief Executive Officer Appointment, Performance Assessment and Review Policy.

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



RECOMMENDATION [Meeting re-opened to the public]

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

CEOPRC RESOLUTION

MOVED CR ANDERTON SECONDED CR PILGRIM

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

CARRIED UNANIMOUSLY

The meeting was reopened to the public at 6:06pm.

Recording of the recommendations passed behind closed doors, namely:

15.1 SELECTION OF FACILITATOR FOR THE CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW PROCESS

REFERENCE: D2014/00576

CEOPRC RESOLUTION(S)

MOVED CR FÄRDIG SECONDED CR PILGRIM

THAT:

1. COUNCIL AWARDS THE CONSULTANCY FOR FACILITATING THE CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW TO MR JOHN PHILLIPS FROM WORKPLACE SOLUTIONS, WALGA FOR A THREE YEAR PERIOD BEING 2014, 2015 AND 2016 IN ACCORDANCE WITH THE CONFIDENTIAL ATTACHMENT TO THIS REPORT WITH AN OPTIONAL TWO SINGLE YEAR EXTENSIONS, SUBJECT TO SATISFACTORY PERFORMANCE.
2. THE REPORT AND ATTACHMENT REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CHIEF EXECUTIVE OFFICER.

CARRIED UNANIMOUSLY

15.2 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW PROCESS FOR 2014

REFERENCE: D2014/03757

CEOPRC RESOLUTIONS

MOVED CR FÄRDIG SECONDED CR POWELL

THAT:

1. COUNCIL ENDORSE THE METHODOLOGY FOR UNDERTAKING THE CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW PROCESS FOR 2014 AS OUTLINED WITHIN THIS REPORT.
2. COUNCIL SELECT OPTION TWO AS THE TIMETABLE FOR THE CHIEF EXECUTIVE OFFICERS PERFORMANCE REVIEW PROCESS FOR 2014 AS OUTLINED WITHIN THIS REPORT.
3. THE REPORT REMAINS CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CHIEF EXECUTIVE OFFICER.

CARRIED 5/1



16 FUTURE MEETINGS OF THE CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE

The next meeting of the Chief Executive Officer Performance Review Committee will be held on **Thursday, 12 June 2014** at the EMRC Administration Office, 1st Floor, Ascot Place, 226 Great Eastern Highway, Belmont WA 6104 commencing at 5:30pm.

17 DECLARATION OF CLOSURE OF MEETING

There being no further business the meeting was closed at 6:08pm.



16 REPORTS OF DELEGATES

Nil

17 MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

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

Nil

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

RECOMMENDATION (Closing meeting to the public)

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

COUNCIL RESOLUTION

MOVED CR PERKS

SECONDED CR GANGELL

THAT WITH THE EXCEPTION OF THE CHIEF EXECUTIVE OFFICER, MANAGER HUMAN RESOURCES AND PERSONAL ASSISTANT TO THE DIRECTOR CORPORATE SERVICES/COUNCIL SUPPORT OFFICER FOR ITEM 19.1 AND 19.2 THE MEETING BE CLOSED TO MEMBERS OF THE PUBLIC IN ACCORDANCE WITH SECTION 5.23 (2) OF THE LOCAL GOVERNMENT ACT FOR THE PURPOSE OF DEALING WITH MATTERS OF A CONFIDENTIAL NATURE.

CARRIED UNANIMOUSLY

The doors of the meeting were closed at 6:25pm and members of the public departed the Council Chambers.

The CEO, Manager Human Resources and the Personal Assistant to the Director Corporate Services/Council Support Officer remained in Council Chambers.

19.1 ITEM 15.1 OF THE CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE MINUTES – SELECTION OF FACILITATOR FOR THE CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW PROCESS

REFERENCE: D2014/00576

This item is recommended to be confidential because it contains matters affecting an employee and is to be treated as confidential in accordance with EMRC Policy 4.1 – Chief Executive Officer Appointment, Performance Assessment and Review Policy.

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



Item 19 continued

19.2 ITEM 15.2 OF THE OF THE CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE MINUTES – CHIEF EXECUTIVE OFFICER REVIEW PROCESS FOR 2014

REFERENCE: D2014/03757

This item is recommended to be confidential because it contains matters affecting an employee and is to be treated as confidential in accordance with EMRC Policy 4.1 – Chief Executive Officer Appointment, Performance Assessment and Review Policy.

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

RECOMMENDATION [Meeting re-opened to the public]

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

COUNCIL RESOLUTION

MOVED CR CORNISH

SECONDED CR GANGELL

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

CARRIED UNANIMOUSLY

The doors of the meeting were re-opened at 6:30pm and members of the public returned to Council Chambers.

Recording of the resolutions passed behind closed doors, namely:

19.1 ITEM 15.1 OF THE CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE MINUTES – SELECTION OF FACILITATOR FOR THE CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW PROCESS

REFERENCE: D2014/00576

COUNCIL RESOLUTION(S)

MOVED CR PERKS

SECONDED CR ANDERTON

THAT:

1. COUNCIL AWARDS THE CONSULTANCY FOR FACILITATING THE CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW TO MR JOHN PHILLIPS FROM WORKPLACE SOLUTIONS, WALGA FOR A THREE YEAR PERIOD BEING 2014, 2015 AND 2016 IN ACCORDANCE WITH THE CONFIDENTIAL ATTACHMENT TO THIS REPORT WITH AN OPTION OF TWO SINGLE YEAR EXTENSIONS, SUBJECT TO SATISFACTORY PERFORMANCE.
2. THE REPORT AND ATTACHMENT REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CHIEF EXECUTIVE OFFICER.

CARRIED UNANIMOUSLY



Item 19 continued

19.2 ITEM 15.2 OF THE OF THE CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE MINUTES – CHIEF EXECUTIVE OFFICER REVIEW PROCESS FOR 2014

REFERENCE: D2014/03757

COUNCIL RESOLUTION(S)

MOVED CR CARTER

SECONDED CR POWELL

THAT:

1. COUNCIL ENDORSE THE METHODOLOGY FOR UNDERTAKING THE CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW PROCESS FOR 2014 AS OUTLINED WITHIN THIS REPORT.
2. COUNCIL SELECT OPTION TWO AS THE TIMETABLE FOR THE CHIEF EXECUTIVE OFFICERS PERFORMANCE REVIEW PROCESS FOR 2014 AS OUTLINED WITHIN THIS REPORT.
3. THE REPORT REMAINS CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CHIEF EXECUTIVE OFFICER.

CARRIED UNANIMOUSLY

20 FUTURE MEETINGS OF COUNCIL

The next meeting of Council will be held on **Thursday 22 May 2014 (if required)** at the EMRC Administration Office, 1st Floor, Ascot Place, 226 Great Eastern Highway, Belmont WA 6104 commencing at 6:00pm.

Future Meetings 2014

Thursday	22 May (if required)	at	EMRC Administration Office
Thursday	19 June	at	EMRC Administration Office
Thursday	24 July (if required)	at	EMRC Administration Office
Thursday	21 August	at	EMRC Administration Office
Thursday	18 September	at	EMRC Administration Office
Thursday	23 October (if required)	at	EMRC Administration Office
Thursday	4 December	at	EMRC Administration Office
January 2015 (recess)			

21 DECLARATION OF CLOSURE OF MEETING

There being no further business, the meeting was closed at 6:31pm.