

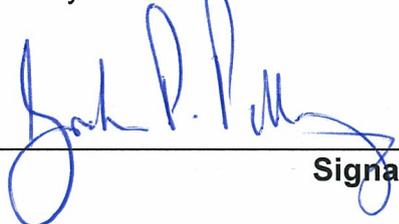


**MINUTES**

**CERTIFICATION OF CONFIRMATION OF  
COUNCIL MEETING MINUTES**

17 February 2011

I, Cr Graham Pittaway, hereby certify that the following minutes [pages 1 to 293] of the Meeting of Council held on 17 February 2011 were confirmed at a meeting of the Council held on 21 April 2011.

  
\_\_\_\_\_  
**Signature**

Cr Graham Pittaway

**Person presiding at the Council Meeting held on 21 April 2011**



# **MINUTES**

Ordinary Meeting of Council

**17 February 2011**

## ORDINARY MEETING OF COUNCIL

### MINUTES

17 February 2011

(REF: COMMITTEES-11660)

An Ordinary Meeting of Council was held at the EMRC Administration Office, 1<sup>st</sup> Floor, 226 Great Eastern Highway, BELMONT WA 6104 on **Thursday, 17 February 2010**. The meeting commenced at **6.00pm**.

### TABLE OF CONTENTS

---

<b>1</b>	<b>DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS</b>	<b>1</b>
<b>2</b>	<b>ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE PREVIOUSLY APPROVED</b>	<b>1</b>
<b>3</b>	<b>DISCLOSURE OF INTERESTS</b>	<b>2</b>
<b>4</b>	<b>ANNOUNCEMENT BY THE CHAIRMAN OR PERSON PRESIDING WITHOUT DISCUSSION</b>	<b>2</b>
	4.1 <i>EMRC'S FORMER CEO</i>	<b>2</b>
	4.2 <i>RECOGNITION OF STAFF IN COMBATING THE RECENT BUSH FIRES IN PERTH'S EASTERN REGION</i>	<b>2</b>
	4.3 <i>EMRC'S BIENNIAL NETWORKING FUNCTION</i>	<b>2</b>
	4.4 <i>INVITATION TO ATTEND COMMUNITY CONSULTATION FORUMS FOR THE DEVELOPMENT OF THE REGIONAL CYCLE MASTER PLAN</i>	<b>2</b>
<b>5</b>	<b>RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE</b>	<b>3</b>
	5.1 <i>QUESTIONS FROM MR IAN WALTERS</i>	<b>3</b>
<b>6</b>	<b>PUBLIC QUESTION TIME</b>	<b>3</b>
<b>7</b>	<b>APPLICATION FOR LEAVE OF ABSENCE</b>	<b>3</b>
<b>8</b>	<b>PETITIONS, DEPUTATIONS AND PRESENTATIONS</b>	<b>3</b>
<b>9</b>	<b>CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS</b>	<b>4</b>
	9.1 <i>MINUTES OF ORDINARY MEETING OF COUNCIL MEETING HELD 2 DECEMBER 2010 (Ref: Committees-11491)</i>	<b>4</b>
	9.2 <i>MINUTES OF SPECIAL MEETING OF COUNCIL HELD 10 FEBRUARY 2011 (Ref: Committees-11844)</i>	<b>4</b>
<b>10</b>	<b>QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN</b>	<b>4</b>
<b>11</b>	<b>QUESTIONS WITHOUT NOTICE</b>	<b>4</b>
<b>12</b>	<b>ANNOUNCEMENT OF CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC</b>	<b>4</b>
	12.1 <i>ACQUISITION OF LAND (Ref: Committees-11800)</i>	
<b>13</b>	<b>BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING</b>	<b>5</b>
<b>14</b>	<b>REPORTS OF OFFICERS</b>	<b>6</b>
	14.1 <i>LIST OF ACCOUNTS PAID DURING THE MONTHS OF NOVEMBER AND DECEMBER 2010 (Ref: Committees-11796)</i>	<b>7</b>
	14.2 <i>FINANCIAL REPORT FOR PERIOD ENDED 31 OCTOBER 2010 (Ref: Committees-11719)</i>	<b>26</b>
	14.3 <i>FINANCIAL REPORT FOR PERIOD ENDED 30 NOVEMBER 2010 (Ref: Committees-11720)</i>	<b>43</b>
	14.4 <i>COMPLIANCE AUDIT RETURN 2010 (Ref: Committees-11837)</i>	<b>60</b>
	14.5 <i>ITEMS CONTAINED IN THE INFORMATION BULLETIN (Ref: Committees-11739)</i>	<b>84</b>

---

**TABLE OF CONTENTS *continued***

---

<b>15</b>	<b>REPORTS OF COMMITTEES</b>	<b>119</b>
15.1	<i>TECHNICAL ADVISORY COMMITTEE MEETING HELD 3 FEBRUARY 2011 (REFER TO MINUTES OF COMMITTEE - YELLOW PAGES)</i>	<b>119</b>
15.2	<i>CHIEF EXECUTIVE OFFICERS ADVISORY COMMITTEE MEETING HELD 8 FEBRUARY 2011 (REFER TO MINUTES OF COMMITTEE - BLUE PAGES)</i>	<b>166</b>
<b>16</b>	<b>REPORTS OF DELEGATES</b>	<b>292</b>
<b>17</b>	<b>MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN</b>	<b>292</b>
<b>18</b>	<b>NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE CHAIRMAN OR PERSON PRESIDING OR BY DECISION OF MEETING</b>	<b>292</b>
<b>19</b>	<b>CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC</b>	<b>292</b>
19.1	<i>ACQUISITION OF LAND (Ref: Committees-11800)</i>	
<b>20</b>	<b>FUTURE MEETINGS OF COUNCIL</b>	<b>293</b>
<b>21</b>	<b>DECLARATION OF CLOSURE OF MEETING</b>	<b>293</b>

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## 1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Chairman opened the meeting at 6.00pm and welcomed EMRC's new Manager Regional Development, Ms Theresa Garvey and all the other EMRC staff to the meeting.

The Chairman advised that Mr Robinson would be attending the meeting for Confidential Item 19.1 Acquisition of Land.

## 2 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE PREVIOUSLY APPROVED

### Councillor Attendance

Cr Graham Pittaway (Chairman)	EMRC Member	City of Bayswater
Cr John Gangell	EMRC Member	Town of Bassendean
Cr Gerry Pule	EMRC Member	Town of Bassendean
Cr Alan Radford	EMRC Member	City of Bayswater
Cr Janet Powell	EMRC Member	City of Belmont
Cr Phil Marks (Deputising for Cr Godfrey)	EMRC Deputy Member	City of Belmont
Cr Don McKechnie	EMRC Member	Shire of Kalamunda
Cr Frank Lindsey	EMRC Member	Shire of Kalamunda
Cr Tony Cuccaro (Deputy Chairman)	EMRC Member	Shire of Mundaring
Cr Alan Pilgrim	EMRC Member	Shire of Mundaring
Cr Charlie Zannino	EMRC Member	City of Swan
Cr Kevin Bailey (Deputising for Cr Färdig)	EMRC Deputy Member	City of Swan

### Apologies

Cr Glenys Godfrey	EMRC Member	City of Belmont
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### Leave of Absence Previously Approved

Cr David Färdig	EMRC Member	City of Swan
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### EMRC Officers

Mr Peter Schneider	Chief Executive Officer	
Mr Hua Jer Liew	Director Corporate Services	
Mr Brian Jones	Director Waste Services	
Ms Rhonda Hardy	Director Regional Services	
Ms Theresa Eckstein	Executive Assistant to Chief Executive Officer	
Ms Mary-Ann Winnett	Personal Assistant to Director Corporate Services (Minutes)	

### EMRC Observers

Mr Steve Fitzpatrick	Manager Project Development	
Mr David Ameduri	Manager Financial Services	
Ms Naomi Rakela	Manager Environmental Services	
Ms Theresa Garvey	Manager Regional Development	
Ms Terri-Ann Ashton	Manager Administration and Compliance	
Ms Roberta Circosta	Environmental Projects Officer	
Ms Yulia Volobueva	Environmental Projects Coordinator	

### Observers

Mr Bob Jarvis	Chief Executive Officer	Town of Bassendean
Mr Stuart Cole	Chief Executive Officer	City of Belmont
Mr Jonathan Throssell	Chief Executive Officer	Shire of Mundaring
Mr Doug Pearson	Director Technical Services	City of Bayswater

### Guests

Mr Haydn Robinson (to 6.32pm)	Haydn Robinson Barrister Solicitor	
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### **3 DISCLOSURE OF INTERESTS**

Nil

### **4 ANNOUNCEMENT BY THE CHAIRMAN OR PERSON PRESIDING WITHOUT DISCUSSION**

#### **4.1 EMRC'S FORMER CEO**

The Chairman acknowledged the anniversary of the passing of the EMRC's previous CEO on 21 February.

#### **4.2 RECOGNITION OF STAFF IN COMBATING THE RECENT BUSH FIRES IN PERTH'S EASTERN REGION**

The EMRC's Red Hill Waste Management Facility played a vital role in combating the bush fire in the hills of Perth's Eastern Region over the weekend of the 5 – 6 February 2011. The facility was not open on the Sunday as Toodyay Road was closed to the public and the facility was used as a command base for the FESA and Police Communications team. The Chairman congratulated EMRC's staff for their efforts on behalf of Council, particularly the EMRC's Operations Manager, Brian Bushby and Landfill Operations Manager, Bill Denhaan. They manned the facility and assisted the fire fighting team and City of Swan officers with little rest over the weekend.

The Chairman expressed his desire for EMRC to recognise and commend them for their efforts above and beyond their normal Council duties.

#### **4.3 EMRC'S BIENNIAL NETWORKING FUNCTION**

The Chairman reminded the Councillors that the EMRC's biennial networking function is being held on Thursday 17 March 2011 and to please respond to their invitations by Friday 4 March 2011, if they have not already done so.

#### **4.4 INVITATION TO ATTEND COMMUNITY CONSULTATION FORUMS FOR THE DEVELOPMENT OF THE REGIONAL CYCLE MASTER PLAN**

The EMRC recently appointed AARB Consulting and Curtin University to undertake the development of a Regional Cycle Master Plan for Perth's Eastern Region.

A grant was received from the Department of Transport to undertake this project. A key component of the project is community consultation and the EMRC would like to invite Councillors and member Council Councillors to be involved in the upcoming public forums. Attendees will have the opportunity to engage and participate in the planning of a community preferred regional cycle master plan.

The EMRC, in partnership with Member Councils and Curtin University, will be hosting **two (2) community forums** on:

Monday, 14 March 2011 from 5:45pm to 9:00pm at Guildford Landing, 114 Swan Street, Guildford; and

Monday, 21 March 2011 from 5:45pm to 9:00pm at the City of Bayswater, Embleton Room, 61 Broun Avenue, Morley.

Both forums will be the same so attendance at only one of these events is necessary.

Mr Robinson entered the meeting at 6.04pm.



*Item 4 continued*

The Chairman requested that an update on activities at the Hazelmere Recycling Facility be included in the Information Bulletin each time it is produced and invited the Director Waste Services to provide a verbal update.

The Director Waste Services advised that the installation of the wood grinder from Germany would be completed by the end of the next week (25 February 2011) followed by a commissioning process. There had been delays due to upgraded power supply issues but it was anticipated that everything would be ready by the middle of March 2011 for commissioning trials and for the plant to be operating at full capacity by the end of March. This year, the EMRC anticipates receiving in the order of 10,000 tonnes of woodwaste at Hazelmere which will be fully exported once processed. The mattress programme has been very successful and by the end of the financial year the EMRC will have received approximately 15,000 mattresses.

The Chairman welcomed Mr Robinson to the meeting.

## **5 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

### **5.1 QUESTIONS FROM MR IAN WALTERS**

The following questions were taken on notice at the Council meeting held on 2 December 2010 and a written response was supplied to Mr Walters as follows:

Question 1: Mr Walters referred to the meeting he attended at the EMRC with the Chairman and CEO on 18 October 2010 and asked for confirmation that the matters discussed had been completed.

Response: The CEO confirmed that the matters discussed were actioned.

Question 2: Mr Walters asked if copies of the EMRC Council agenda were being sent to the City of Bayswater as they hadn't had a copy available when he asked for one.

Response: The CEO advised that the City of Bayswater received copies of the agenda. The Chairman advised that he would follow up with the City of Bayswater.

Question 3: Is it possible to have the agenda put on the website prior to the meetings?

Response: The CEO advised that the EMRC complied with the requirements of the Local Government Act and regulations and agendas were available for inspection from the time they are made available to Council members.

Question 4: Could the EMRC Council Agenda be made available to the public earlier.

Response: Refer response to Question 3.

## **6 PUBLIC QUESTION TIME**

Nil

## **7 APPLICATION 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 MEETING HELD ON 2 DECEMBER 2010**

That the minutes of the Ordinary Meeting of Council held on 2 December 2010 which have been distributed, be confirmed.

**COUNCIL RESOLUTION**

MOVED CR GANGELL                      SECONDED CR POWELL

THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 2 DECEMBER 2010 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.

**CARRIED UNANIMOUSLY**

**9.2 MINUTES OF SPECIAL MEETING OF COUNCIL MEETING HELD ON 10 FEBRUARY 2011**

That the minutes of the Special Meeting of Council held on 10 February 2011 which have been distributed, be confirmed.

**COUNCIL RESOLUTION**

MOVED CR PULE                              SECONDED CR LINDSEY

THAT THE MINUTES OF THE SPECIAL MEETING OF COUNCIL HELD ON 10 FEBRUARY 2011 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.

**CARRIED UNANIMOUSLY**

**10 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

Nil

**11 QUESTIONS WITHOUT NOTICE**

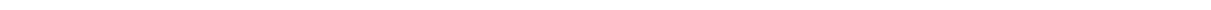
Nil

**12 ANNOUNCEMENT OF CONFIDENTIAL MATTERS FOR WHICH THE MEETING 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 ACQUISITION OF LAND**





*Item 12 continued*

The Chairman advised that there would be a change in order of business to deal with **Confidential Item 19.1 Acquisition of Land** as the next item of business.

**Item 19.1 Acquisition of Land was considered by Council at this point in the meeting.**

**POST MEETING NOTE**

Recording of Council's consideration of this item is provided under Item 19.1 of these minutes.

**13 BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING**

Nil

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## **14 REPORTS OF OFFICERS**

### **QUESTIONS**

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

### **RECOMMENDATION**

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

### **COUNCIL RESOLUTION**

MOVED CR GANGELL

SECONDED CR MCKECHNIE

THAT THE RECOMMENDATIONS IN THE OFFICERS REPORTS (SECTION 14) BE ADOPTED.

**CARRIED UNANIMOUSLY**



**14 REPORTS OF OFFICERS**

**14.1 LIST OF ACCOUNTS PAID DURING THE MONTHS OF NOVEMBER AND DECEMBER 2010**

**REFERENCE: COMMITTEES-11796**

**PURPOSE OF REPORT**

The purpose of this report is to present to Council a list of accounts paid under the Chief Executive Officer's delegated authority during the months of November and December 2010 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 months November and December 2010 is provided for noting.

**Recommendation(s)**

That Council notes the CEO's list of accounts for November and December 2010 paid under delegated power in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996, as attached to this report totalling \$6,301,094.55.

**SOURCE OF REPORT**

Director Corporate Services  
 Manager Financial Services

**BACKGROUND**

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

**REPORT**

The table below summarises the payments drawn on the funds during the months of November and December 2010. A list detailing the payments made is appended as an attachment to this report.

<b>Municipal Fund</b>	EFT Payments:	17995 – 18618	
	Cheque Payments:	218909 – 218957	
	Payroll EFT:	PAY-10, PAY-10.1, PAY-11, PAY-11.1, PAY-12 & PAY-13	
	DIRECT DEBITS		
	- Bank Charges:	1*NOV10 & 1*DEC10	
- Other:	444 - 458		\$6,301,273.41
	<b>LESS</b>		
	Cancelled EFTs and Cheques	218945	(\$178.86)
<b>Trust Fund</b>	Not Applicable		Nil
<b>Total</b>			<b>\$6,301,094.55</b>



*Item 14.1 continued*

**STRATEGIC/POLICY IMPLICATIONS**

Key Result Area 4 – Good Governance

- 4.6 To provide responsible and accountable governance and management of the EMRC; and
- 4.7 To continue to improve financial and asset management practices.

**FINANCIAL IMPLICATIONS**

As contained within the report.

**SUSTAINABILITY IMPLICATIONS**

Nil

**MEMBER COUNCIL IMPLICATIONS**

<b>Member Council</b>	<b>Implication Details</b>
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 months of November and December 2010 (Ref: Committees-11799)

VOTING REQUIREMENT

Simple Majority

**RECOMMENDATION(S)**

That Council notes the CEO's list of accounts for November and December 2010 paid under delegated power in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996, as attached to this report totalling \$6,301,094.55.

**COUNCIL RESOLUTION(S)**

MOVED CR GANGELL

SECONDED CR MCKECHNIE

THAT COUNCIL NOTES THE CEO'S LIST OF ACCOUNTS FOR NOVEMBER AND DECEMBER 2010 PAID UNDER DELEGATED POWER IN ACCORDANCE WITH REGULATION 13(1) OF THE LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996, AS ATTACHED TO THIS REPORT TOTALLING \$6,301,094.55.

**CARRIED UNANIMOUSLY**



**CEO's DELEGATED PAYMENTS LIST  
FOR THE MONTH OF NOVEMBER & DECEMBER 2010**

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Payee</b>	<b>Amount</b>
EFT17995	03/11/2010	AIR-MET SCIENTIFIC PTY LTD	3,344.00
EFT17996	03/11/2010	ALL DAY CONTRACTING	3,737.77
EFT17997	03/11/2010	GPS TECHNOLOGIES	1,550.00
EFT17998	03/11/2010	RED 11 PTY LTD	3,416.69
EFT17999	03/11/2010	A.T. MILK SUPPLY	89.70
EFT18000	03/11/2010	ACCESS INDUSTRIAL TYRES	187.00
EFT18001	03/11/2010	ALLFORKS AUSTRALIA	178.21
EFT18002	03/11/2010	AUSTRALIAN LABORATORY SERVICES PTY LTD	26,603.50
EFT18003	03/11/2010	B&J CATALANO PTY LTD	318.63
EFT18004	03/11/2010	BLAZING TRAILS PUBLIC RELATIONS	3,850.00
EFT18005	03/11/2010	BRING COURIERS	626.42
EFT18006	03/11/2010	BUNNINGS BUILDING SUPPLIES PTY LTD	73.75
EFT18007	03/11/2010	CARDNO (WA) PTY LTD	29,225.45
EFT18008	03/11/2010	CJD EQUIPMENT PTY LTD	698.40
EFT18009	03/11/2010	CORPORATE EXPRESS AUSTRALIA LTD	111.80
EFT18010	03/11/2010	COVENTRYS	188.67
EFT18011	03/11/2010	CURTIN UNIVERSITY OF TECHNOLOGY	16,500.00
EFT18012	03/11/2010	DZOLV PRODUCTS PTY LTD	357.16
EFT18013	03/11/2010	ESGEE MANAGEMENT	412.50
EFT18014	03/11/2010	FUJI XEROX AUSTRALIA PTY LTD	2,718.26
EFT18015	03/11/2010	HAYS SPECIALIST RECRUITMENT	1,457.98
EFT18016	03/11/2010	INDEPTH INTERACTIVE	1,100.00
EFT18017	03/11/2010	INSTITUTE OF WEIGHT AND LIFE MANAGEMENT	484.00
EFT18018	03/11/2010	INTEWORK INC	747.14
EFT18019	03/11/2010	ISS WASHROOM SERVICES	49.96
EFT18020	03/11/2010	IT VISION AUSTRALIA PTY LTD	12,210.00
EFT18021	03/11/2010	JANE COFFEY AND ASSOCIATES	528.00
EFT18022	03/11/2010	KOKO SOLUTIONS P/L T/A KENWICK DRUM LAUNDERERS	303.60
EFT18023	03/11/2010	KONICA MINOLTA BUSINESS SOLUTIONS AUSTRALIA P/L	9,344.06
EFT18024	03/11/2010	LEN FRENCH FENCING CONTRACTOR	1,249.00
EFT18025	03/11/2010	MUNDARING TYRE CENTRE	35.00
EFT18026	03/11/2010	NEVERFAIL SPRINGWATER	123.05
EFT18027	03/11/2010	NEVERFAIL SPRINGWATER LTD - HAZELMERE	46.00
EFT18028	03/11/2010	NEVILLE REFRIGERATION	1,474.00
EFT18029	03/11/2010	PARK PACKAGING	412.50
EFT18030	03/11/2010	PAYG PAYMENTS	50,951.62
EFT18031	03/11/2010	PERTH AUDIOVISUAL	121.00
EFT18032	03/11/2010	SAMANTHA ROBshaw	100.00
EFT18033	03/11/2010	TELSTRA - A/C 163 4688 200 - HAZELMERE	109.09
EFT18034	03/11/2010	TELSTRA - A/C 295 7816 000 - RED HILL	641.31
EFT18035	03/11/2010	TIM DAVIES LANDSCAPING PTY LTD	19,481.22
EFT18036	03/11/2010	ULTIMO CATERING	87.50
EFT18037	03/11/2010	UNIQUE WASTE MANAGEMENT SERVICES	806.17



**CEO's DELEGATED PAYMENTS LIST  
FOR THE MONTH OF NOVEMBER & DECEMBER 2010**

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Payee</b>	<b>Amount</b>
EFT18038	03/11/2010	VOLICH WASTE CONTRACTORS PTY LTD	44.00
EFT18039	03/11/2010	WESTRAC EQUIPMENT PTY LTD	534.27
EFT18040	03/11/2010	WREN OIL	17.32
EFT18041	05/11/2010	ALL DAY CONTRACTING	1,136.61
EFT18042	05/11/2010	AIR FILTER DRY CLEAN SYSTEMS PTY LTD	626.10
EFT18043	05/11/2010	AUST GUARD	88.00
EFT18044	05/11/2010	B&J CATALANO PTY LTD	582.23
EFT18045	05/11/2010	BOBCAT ATTACH	770.00
EFT18046	05/11/2010	BUNNINGS BUILDING SUPPLIES PTY LTD	50.64
EFT18047	05/11/2010	COMSYNC CONSULTING PTY LTD	3,324.75
EFT18048	05/11/2010	CORPORATE EXPRESS AUSTRALIA LTD	156.68
EFT18049	05/11/2010	HALLMARK EDITIONS	330.00
EFT18050	05/11/2010	HAYS SPECIALIST RECRUITMENT	1,518.58
EFT18051	05/11/2010	JAYCOURT NOMINEES PTY LTD T/A BARFIELD MECHANICAL SERVICES	236.50
EFT18052	05/11/2010	JOONDALUP PHOTO DESIGN	450.00
EFT18053	05/11/2010	KLB SYSTEMS	1,601.60
EFT18054	05/11/2010	NAVSEC	1,518.00
EFT18055	05/11/2010	NEVERFAIL SPRINGWATER LTD - COPPIN ROAD	91.20
EFT18056	05/11/2010	PITNEY BOWES AUSTRALIA (WA)	394.90
EFT18057	05/11/2010	ROSS HUMAN DIRECTIONS	1,803.38
EFT18058	05/11/2010	SCRD HOLDINGS P/L T/A SECURE COMPUTER RECYLING & DISPOSAL	3,071.19
EFT18059	05/11/2010	SEALANES	422.52
EFT18060	05/11/2010	SIGN SUPERMARKET	440.00
EFT18061	05/11/2010	SUCCESS WATERS PTY LTD T/A HAYDN ROBINSON	553.30
EFT18062	05/11/2010	SYNERGY	425.65
EFT18063	05/11/2010	TELSTRA - A/C 008 2879 300 - SECONDARY WASTE PRJ	169.81
EFT18064	05/11/2010	TELSTRA - A/C 335 6242 598 - MOBILE PHONES	1,559.23
EFT18065	05/11/2010	TOTALLY WORKWEAR MIDLAND	384.58
EFT18066	05/11/2010	UNIQUE WASTE MANAGEMENT SERVICES	3,872.00
EFT18067	10/11/2010	DATA 3 PERTH	1,282.05
EFT18068	10/11/2010	EXPERIENCE PERTH	6,500.00
EFT18069	10/11/2010	HOSECO (WA) PTY LTD	151.66
EFT18070	10/11/2010	ACCESS INDUSTRIAL TYRES	93.50
EFT18071	10/11/2010	AHA! CONSULTING	1,732.50
EFT18072	10/11/2010	ALLIGHT PTY LTD	828.63
EFT18073	10/11/2010	AUST GUARD	459.80
EFT18074	10/11/2010	BAYTIME NOMINEES (GERALDINE BUSBY)	195.00
EFT18075	10/11/2010	BUDGET ELECTRICS	180.24
EFT18076	10/11/2010	CABCHARGE	54.10
EFT18077	10/11/2010	CARPENTRY, HOUSE AND YARD MAINTENANCE	1,130.00
EFT18078	10/11/2010	CMS EVENTS	2,090.00
EFT18079	10/11/2010	COMPU-STOR	889.05



**CEO's DELEGATED PAYMENTS LIST  
FOR THE MONTH OF NOVEMBER & DECEMBER 2010**

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Payee</b>	<b>Amount</b>
EFT18080	10/11/2010	COOL CLEAR WATER GROUP LTD	49.50
EFT18081	10/11/2010	CORPORATE EXPRESS AUSTRALIA LTD	73.12
EFT18082	10/11/2010	CUTTING EDGES PTY LTD	1,094.79
EFT18083	10/11/2010	DICK SMITH ELECTRONICS PTY LTD	149.00
EFT18084	10/11/2010	DZOLV PRODUCTS PTY LTD	24.80
EFT18085	10/11/2010	ENERGY RESPONSE PTY LTD	1,991.00
EFT18086	10/11/2010	FRUIT BOOST PTY LTD ATF BANDITS TRUST	648.00
EFT18087	10/11/2010	HAYS SPECIALIST RECRUITMENT	1,457.98
EFT18088	10/11/2010	HILLS FRESH	63.79
EFT18089	10/11/2010	INDEPTH INTERACTIVE	10,740.04
EFT18090	10/11/2010	JOHN HUGHES MITSUBISHI	274.00
EFT18091	10/11/2010	NEVERFAIL SPRINGWATER	34.80
EFT18092	10/11/2010	NEVERFAIL SPRINGWATER LTD - HAZELMERE	55.65
EFT18093	10/11/2010	PIRTEK	349.08
EFT18094	10/11/2010	SPUDS GARDENING SERVICES	1,160.00
EFT18095	10/11/2010	SUPERCLEAN LAUNDRY AND LINEN	57.20
EFT18096	10/11/2010	TANIA WELLS	496.18
EFT18097	10/11/2010	ULTIMO CATERING	1,883.00
EFT18098	10/11/2010	WESTCARE INDUSTRIES	1,333.20
EFT18099	10/11/2010	WESTERN AUSTRALIAN LOCAL GOVERNMENT	25,532.17
EFT18100	10/11/2010	WESTRAC EQUIPMENT PTY LTD	1,124.27
EFT18101	12/11/2010	CITY OF MELVILLE	124.00
EFT18102	12/11/2010	IPING PTY LTD	1,128.80
EFT18103	12/11/2010	A TEAM PRINTING	642.40
EFT18104	12/11/2010	ACCESS INDUSTRIAL TYRES	187.00
EFT18105	12/11/2010	AIR FILTER DRY CLEAN SYSTEMS PTY LTD	361.37
EFT18106	12/11/2010	AMBIUS	963.35
EFT18107	12/11/2010	AUSTRALIA POST - ASCOT PLACE	487.50
EFT18108	12/11/2010	AUSTRALIAN CIVIL HAULAGE PTY LTD	128.48
EFT18109	12/11/2010	AUSTRALIAN INSTITUTE OF MANAGEMENT - AIM	1,030.00
EFT18110	12/11/2010	BELMONT - REDCLIFFE NEWSROUND	329.68
EFT18111	12/11/2010	CABCHARGE	21.50
EFT18112	12/11/2010	CHICA CATERING	625.00
EFT18113	12/11/2010	CITY OF BELMONT	2,450.54
EFT18114	12/11/2010	CLIFTON PERTH	649.00
EFT18115	12/11/2010	COLONIAL PRINT & PROMOTIONS	605.99
EFT18116	12/11/2010	CORPORATE EXPRESS AUSTRALIA LTD	43.76
EFT18117	12/11/2010	COVENTRYS	170.89
EFT18118	12/11/2010	DEPUTY COMMISSIONER OF TAXATION	597,584.00
EFT18119	12/11/2010	DUN & BRADSTREET PTY LTD	69.20
EFT18120	12/11/2010	GOURMET INDULGENCE	1,837.23
EFT18121	12/11/2010	HAC CONSULTING PTY LTD	660.00
EFT18122	12/11/2010	JAYCOURT NOMINEES PTY LTD T/A BARFIELD MECHANICAL SERVICES	539.31



**CEO's DELEGATED PAYMENTS LIST  
FOR THE MONTH OF NOVEMBER & DECEMBER 2010**

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Payee</b>	<b>Amount</b>
EFT18123	12/11/2010	KELLY SERVICES (AUSTRALIA) LTD	282.26
EFT18124	12/11/2010	LGIS LIABILITY	17,638.50
EFT18125	12/11/2010	LGIS WORKCARE	57,684.00
EFT18126	12/11/2010	MIDLAND TOYOTA	241.08
EFT18127	12/11/2010	MOTORCHARGE PTY LTD	6,587.60
EFT18128	12/11/2010	MULTITRACK (WA) PTY LTD	321.00
EFT18129	12/11/2010	NEVERFAIL SPRINGWATER	104.40
EFT18130	12/11/2010	OAKVALE CAPITAL LTD	2,405.82
EFT18131	12/11/2010	ODOUR CONTROL SYSTEMS INTERNATIONAL LTD	39,047.58
EFT18132	12/11/2010	PITNEY BOWES AUSTRALIA (WA)	333.64
EFT18133	12/11/2010	SCRD HOLDINGS P/L T/A SECURE COMPUTER RECYLING & DISPOSAL	3,044.02
EFT18134	12/11/2010	SYNERGY	269.70
EFT18135	12/11/2010	TELSTRA - A/C 3356 2426 14 (MOBILE DATA)	178.00
EFT18136	12/11/2010	THOMSON REUTERS (PROFESSIONAL) AUSTRALIA LIMITED	908.29
EFT18137	12/11/2010	TOTALLY WORKWEAR MIDLAND	419.46
EFT18138	12/11/2010	TRANSPACIFIC CLEANAWAY LTD	413.17
EFT18139	12/11/2010	UNIQUE WASTE MANAGEMENT SERVICES	3,346.47
EFT18140	12/11/2010	VISY RECYCLING	73.18
EFT18141	12/11/2010	WEBTRACK PTY LTD T/A MOBILE PHONE INSTALLATIONS AUSTRALIA	110.00
EFT18142	12/11/2010	WREN OIL	17.32
EFT18143	17/11/2010	AUSTRALIAN HVAC SERVICES	442.75
EFT18144	17/11/2010	B&J CATALANO PTY LTD	213.57
EFT18145	17/11/2010	BUNNINGS BUILDING SUPPLIES PTY LTD	61.32
EFT18146	17/11/2010	CARPENTRY, HOUSE AND YARD MAINTENANCE	15,550.00
EFT18147	17/11/2010	DICK SMITH ELECTRONICS PTY LTD	279.00
EFT18148	17/11/2010	GRA EVERINGHAM PTY LTD	5,500.00
EFT18149	17/11/2010	HAYS SPECIALIST RECRUITMENT	1,537.80
EFT18150	17/11/2010	IPAA (REFER TO 1721 FOR HISTORY)	465.00
EFT18151	17/11/2010	KELLY SERVICES (AUSTRALIA) LTD	6,702.72
EFT18152	17/11/2010	KLB SYSTEMS	1,045.00
EFT18153	17/11/2010	MINDARIE REGIONAL COUNCIL	2,480.00
EFT18154	17/11/2010	NEVILLE REFRIGERATION	528.00
EFT18155	17/11/2010	OAKS LIQUOR	1,357.15
EFT18156	17/11/2010	PAYG PAYMENTS	47,543.37
EFT18157	17/11/2010	ROSS HUMAN DIRECTIONS	27,362.86
EFT18158	17/11/2010	TOTALLY WORKWEAR MIDLAND	251.63
EFT18159	17/11/2010	ULTIMO CATERING	837.40
EFT18160	17/11/2010	UNIQUE WASTE MANAGEMENT SERVICES	572.00
EFT18161	17/11/2010	WREN OIL	17.32
EFT18162	18/11/2010	RED PEPPER PAYMENT AUTHORITY	5,300.00
EFT18163	19/11/2010	ALL DAY CONTRACTING	12,214.74
EFT18164	19/11/2010	KEYWEST LOCK SERVICE	292.60



**CEO's DELEGATED PAYMENTS LIST  
FOR THE MONTH OF NOVEMBER & DECEMBER 2010**

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Payee</b>	<b>Amount</b>
EFT18165	19/11/2010	MORLEY GENERAL CLEANING SERVICE	5,753.64
EFT18166	19/11/2010	PRIME HEALTH GROUP LTD	187.00
EFT18167	19/11/2010	A.T. MILK SUPPLY	89.70
EFT18168	19/11/2010	ACCESS INDUSTRIAL TYRES	93.50
EFT18169	19/11/2010	ADAMS COACHLINES	540.00
EFT18170	19/11/2010	ADCORP	27,364.12
EFT18171	19/11/2010	AIR FILTER DRY CLEAN SYSTEMS PTY LTD	250.98
EFT18172	19/11/2010	ANYTHING TELEPHONE & DATA	5,718.90
EFT18173	19/11/2010	AUSTRALIAN HVAC SERVICES	550.00
EFT18174	19/11/2010	BP AUSTRALIA LIMITED	49,861.16
EFT18175	19/11/2010	C & H SWEEPING	693.00
EFT18176	19/11/2010	CAPITAL TRANSPORT SERVICES (WA) PTY LTD	35.29
EFT18177	19/11/2010	CHEMISTRY CENTRE (WA)	1,577.40
EFT18178	19/11/2010	CHICA CATERING	377.00
EFT18179	19/11/2010	COMPLETE PLASTIX SERVICES	27.50
EFT18180	19/11/2010	COOL CLEAR WATER GROUP LTD	290.40
EFT18181	19/11/2010	CORPORATE EXPRESS AUSTRALIA LTD	651.48
EFT18182	19/11/2010	CROSSLAND & HARDY PTY LTD	446.45
EFT18183	19/11/2010	DUN & BRADSTREET PTY LTD	43.25
EFT18184	19/11/2010	DZOLV PRODUCTS PTY LTD	55.83
EFT18185	19/11/2010	ENERGY RESPONSE PTY LTD	1,113.20
EFT18186	19/11/2010	EQUIPMENT REFUELLING PTY LTD	3,319.25
EFT18187	19/11/2010	FUJI XEROX AUSTRALIA PTY LTD	722.70
EFT18188	19/11/2010	GRA EVERINGHAM PTY LTD	5,500.00
EFT18189	19/11/2010	HAYS SPECIALIST RECRUITMENT	2,474.73
EFT18190	19/11/2010	HIGHWAY MOTOR TRIMMERS	308.00
EFT18191	19/11/2010	HILLS FRESH	64.75
EFT18192	19/11/2010	INDEPENDENT VALUERS OF WESTERN AUSTRALIA	1,100.00
EFT18193	19/11/2010	JAYCOURT NOMINEES PTY LTD T/A BARFIELD MECHANICAL SERVICES	506.00
EFT18194	19/11/2010	JOHAN LE ROUX	456.00
EFT18195	19/11/2010	JOYCE EARTHMOVING PTY LTD	5,280.00
EFT18196	19/11/2010	KELLY SERVICES (AUSTRALIA) LTD	1,411.28
EFT18197	19/11/2010	KLB SYSTEMS	77.00
EFT18198	19/11/2010	LINFOX ARMAGUARD PTY LTD	412.25
EFT18199	19/11/2010	M2 TECHNOLOGY	715.00
EFT18200	19/11/2010	MUNDARING TYRE CENTRE	210.00
EFT18201	19/11/2010	NAVSEC	4,351.88
EFT18202	19/11/2010	NEVERFAIL SPRINGWATER	140.55
EFT18203	19/11/2010	NEVERFAIL SPRINGWATER LTD - HAZELMERE	73.60
EFT18204	19/11/2010	OAKS LIQUOR	239.85
EFT18205	19/11/2010	PIRTEK	465.33
EFT18206	19/11/2010	ROSS HUMAN DIRECTIONS	918.09
EFT18207	19/11/2010	SCRD HOLDINGS P/L T/A SECURE COMPUTER RECYLING &	1,358.50



**CEO's DELEGATED PAYMENTS LIST  
FOR THE MONTH OF NOVEMBER & DECEMBER 2010**

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Payee</b>	<b>Amount</b>
		DISPOSAL	
EFT18208	19/11/2010	SHUGS ELECTRICAL	110.00
EFT18209	19/11/2010	SPUDS GARDENING SERVICES	4,187.00
EFT18210	19/11/2010	ST JOHN AMBULANCE ASSOCIATION	289.58
EFT18211	19/11/2010	SURVEY STAKE SUPPLIES	238.00
EFT18212	19/11/2010	SWAN GOLD TOURS	1,105.00
EFT18213	19/11/2010	TELSTRA - A/C 246 2455 400 - RH SECURITY MONITOR	38.50
EFT18214	19/11/2010	TELSTRA - A/C 256 0950 500 - ASCOT PLACE LIFT	19.25
EFT18215	19/11/2010	TOLL PRIORITY	171.56
EFT18216	19/11/2010	TOTALLY WORKWEAR MIDLAND	101.47
EFT18217	19/11/2010	ULTIMO CATERING	545.25
EFT18218	19/11/2010	UNIQUE WASTE MANAGEMENT SERVICES	352.00
EFT18219	19/11/2010	WA MACHINERY GLASS	396.00
EFT18220	19/11/2010	WASTE MASTER	2,550.02
EFT18221	19/11/2010	WESTERN TREE RECYCLERS	35,347.13
EFT18222	24/11/2010	AUSTRACLEAR LIMITED (ASX)	62.70
EFT18223	24/11/2010	IPING PTY LTD	1,128.80
EFT18224	24/11/2010	MORLEY GENERAL CLEANING SERVICE	2,206.16
EFT18225	24/11/2010	PPC WORLDWIDE PTY LTD	558.25
EFT18226	24/11/2010	AALAN LINE MARKING SERVICES	5,962.00
EFT18227	24/11/2010	AMBIUS	963.35
EFT18228	24/11/2010	ASTAR HARDWARE DISTRIBUTION	523.05
EFT18229	24/11/2010	AUST GUARD	384.00
EFT18230	24/11/2010	AUST-WEIGH	17,704.50
EFT18231	24/11/2010	AUSTRALIA POST - RED HILL	527.28
EFT18232	24/11/2010	B&J CATALANO PTY LTD	1,445.80
EFT18233	24/11/2010	BOBCAT ATTACH	1,144.00
EFT18234	24/11/2010	BOC GASES	189.55
EFT18235	24/11/2010	BP GIDGEGANNUP	26.00
EFT18236	24/11/2010	C & D RECYCLING	2,401.17
EFT18237	24/11/2010	CAPITAL TRANSPORT SERVICES (WA) PTY LTD	594.40
EFT18238	24/11/2010	CARBON MARKET	200.00
EFT18239	24/11/2010	CHICA CATERING	189.50
EFT18240	24/11/2010	COMPU-STOR	724.05
EFT18241	24/11/2010	COMSYNC CONSULTING PTY LTD	1,179.75
EFT18242	24/11/2010	CORPORATE EXPRESS AUSTRALIA LTD	1,151.93
EFT18243	24/11/2010	CRISALIS INTERNATIONAL PTY LTD	36,699.30
EFT18244	24/11/2010	DEVLYN CONSTRUCTIONS PTY LTD	745.25
EFT18245	24/11/2010	ELEMENT HYDROGRAPHIC SOLUTIONS	10,454.40
EFT18246	24/11/2010	ENVIRONMENT HOUSE	737.00
EFT18247	24/11/2010	FREEHILLS	2,530.00
EFT18248	24/11/2010	HAC CONSULTING PTY LTD	1,540.00
EFT18249	24/11/2010	HAYS SPECIALIST RECRUITMENT	6,670.22
EFT18250	24/11/2010	HILLS FRESH	67.01



**CEO's DELEGATED PAYMENTS LIST  
FOR THE MONTH OF NOVEMBER & DECEMBER 2010**

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Payee</b>	<b>Amount</b>
EFT18251	24/11/2010	IMPRINT PLASTIC	25.30
EFT18252	24/11/2010	IPWEA - WA DIVISION	45.00
EFT18253	24/11/2010	JAYCOURT NOMINEES PTY LTD T/A BARFIELD MECHANICAL SERVICES	3,061.97
EFT18254	24/11/2010	KELLY SERVICES (AUSTRALIA) LTD	1,499.11
EFT18255	24/11/2010	KEYNOTE CONFERENCES	99.00
EFT18256	24/11/2010	KLB SYSTEMS	654.50
EFT18257	24/11/2010	KONICA MINOLTA BUSINESS SOLUTIONS AUSTRALIA P/L	507.51
EFT18258	24/11/2010	LEN FRENCH FENCING CONTRACTOR	350.00
EFT18259	24/11/2010	LOCAL GOVERNMENT EMPLOYMENT SERVICES	220.00
EFT18260	24/11/2010	M2 TECHNOLOGY	577.50
EFT18261	24/11/2010	MERCER (AUSTRALIA) PTY LTD	2,090.00
EFT18262	24/11/2010	MICHAEL PAGE INTERNATIONAL	2,090.00
EFT18263	24/11/2010	MIDLAND TOYOTA	628.86
EFT18264	24/11/2010	NAVSEC	5,123.80
EFT18265	24/11/2010	RENTOKIL INITIAL PTY LTD	396.00
EFT18266	24/11/2010	ROSS HUMAN DIRECTIONS	3,404.94
EFT18267	24/11/2010	RUDD INDUSTRIAL AND FARM SUPPLIES	53.68
EFT18268	24/11/2010	SAI GLOBAL LIMITED	168.07
EFT18269	24/11/2010	SEEK LIMITED	396.00
EFT18270	24/11/2010	TELSTRA - A/C 148 4710 000 - ASCOT PLACE	2,329.93
EFT18271	24/11/2010	TELSTRA - A/C 163 4688 200 - HAZELMERE	110.70
EFT18272	24/11/2010	TENDERLINK.com PTY LTD	165.00
EFT18273	24/11/2010	TOTALLY WORKWEAR MIDLAND	246.40
EFT18274	24/11/2010	ULTIMO CATERING	2,314.00
EFT18275	24/11/2010	UNIQUE WASTE MANAGEMENT SERVICES	7,524.00
EFT18276	24/11/2010	WESTERN AUSTRALIAN LOCAL GOVERNMENT	434.50
EFT18277	24/11/2010	WESTRAC EQUIPMENT PTY LTD	313.32
EFT18278	26/11/2010	AUSTRACLEAR LIMITED (ASX)	21.78
EFT18279	26/11/2010	RED 11 PTY LTD	164.63
EFT18280	26/11/2010	A TEAM PRINTING	99.00
EFT18281	26/11/2010	ACCESS INDUSTRIAL TYRES	187.00
EFT18282	26/11/2010	AIR FILTER DRY CLEAN SYSTEMS PTY LTD	753.76
EFT18283	26/11/2010	AUSTRALIAN LABORATORY SERVICES PTY LTD	17,337.10
EFT18284	26/11/2010	BP AUSTRALIA LIMITED	10,870.20
EFT18285	26/11/2010	CHICA CATERING	952.75
EFT18286	26/11/2010	CJD EQUIPMENT PTY LTD	1,913.20
EFT18287	26/11/2010	CORPORATE EXPRESS AUSTRALIA LTD	197.62
EFT18288	26/11/2010	ELITE-TECH IT	449.00
EFT18289	26/11/2010	KEYNOTE CONFERENCES	375.00
EFT18290	26/11/2010	LANDFILL GAS & POWER PTY LTD	2,188.48
EFT18291	26/11/2010	MIDLAND TOYOTA	258.07
EFT18292	26/11/2010	MUNDARING TYRE CENTRE	280.00
EFT18293	26/11/2010	NEVERFAIL SPRINGWATER LTD - HAZELMERE	17.60



**CEO's DELEGATED PAYMENTS LIST  
FOR THE MONTH OF NOVEMBER & DECEMBER 2010**

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Payee</b>	<b>Amount</b>
EFT18294	26/11/2010	ON SITE RENTALS PTY LTD	618.20
EFT18295	26/11/2010	PIRTEK	434.12
EFT18296	26/11/2010	PITNEY BOWES AUSTRALIA (WA)	667.28
EFT18297	26/11/2010	RUDD INDUSTRIAL AND FARM SUPPLIES	52.06
EFT18298	26/11/2010	SMARTSTREAM TECHNOLOGY	12,100.00
EFT18299	26/11/2010	SNAP PRINTING	761.20
EFT18300	26/11/2010	TOTALLY WORKWEAR MIDLAND	392.46
EFT18301	26/11/2010	UNIQUE WASTE MANAGEMENT SERVICES	2,351.80
EFT18302	01/12/2010	SNAP BURSWOOD	260.00
EFT18303	01/12/2010	A.T. MILK SUPPLY	89.70
EFT18304	01/12/2010	B&J CATALANO PTY LTD	5,362.49
EFT18305	01/12/2010	BRING COURIERS	312.04
EFT18306	01/12/2010	CHICA CATERING	729.25
EFT18307	01/12/2010	CJD EQUIPMENT PTY LTD	2,440.24
EFT18308	01/12/2010	COATES HIRE OPERATIONS PTY LTD	1,809.50
EFT18309	01/12/2010	COOL CLEAR WATER GROUP LTD	290.40
EFT18310	01/12/2010	CORPORATE EXPRESS AUSTRALIA LTD	282.01
EFT18311	01/12/2010	DEPARTMENT OF TRANSPORT	145,000.00
EFT18312	01/12/2010	ECHO NEWSPAPERS	99.00
EFT18313	01/12/2010	FRUIT BOOST PTY LTD ATF BANDITS TRUST	288.00
EFT18314	01/12/2010	FUJI XEROX AUSTRALIA PTY LTD	1,097.36
EFT18315	01/12/2010	HAYS SPECIALIST RECRUITMENT	1,457.98
EFT18316	01/12/2010	HILLS FRESH	67.60
EFT18317	01/12/2010	INDEPTH INTERACTIVE	1,892.00
EFT18318	01/12/2010	INTEWORK INC	853.78
EFT18319	01/12/2010	ISS WASHROOM SERVICES	49.96
EFT18320	01/12/2010	KLB SYSTEMS	1,210.00
EFT18321	01/12/2010	MACHINERY WAREHOUSE	224.00
EFT18322	01/12/2010	MAIL PLUS PERTH	277.20
EFT18323	01/12/2010	MARSMEN PLUMBING	121.00
EFT18324	01/12/2010	MICHAEL PAGE INTERNATIONAL	2,528.48
EFT18325	01/12/2010	PAYG PAYMENTS	50,629.24
EFT18326	01/12/2010	RECLAIM COLLECTIONS T/A TYRE WASTE (WA)	630.20
EFT18327	01/12/2010	SIGNATURE SECURITY GROUP	746.41
EFT18328	01/12/2010	SNAP PRINTING	120.00
EFT18329	01/12/2010	SOLCO LTD	47,000.00
EFT18330	01/12/2010	SUPERCLEAN LAUNDRY AND LINEN	42.10
EFT18331	01/12/2010	SYNNOTT MULHOLLAND MANAGEMENT SERVICES P/L T/A CONSULTATION	792.00
EFT18332	01/12/2010	THOMSON REUTERS (PROFESSIONAL) AUSTRALIA LIMITED	399.00
EFT18333	01/12/2010	TOTALLY WORKWEAR MIDLAND	193.50
EFT18334	01/12/2010	ULTIMO CATERING	286.00
EFT18335	01/12/2010	UNIQUE WASTE MANAGEMENT SERVICES	572.00
EFT18336	01/12/2010	VISY RECYCLING	24.39



**CEO's DELEGATED PAYMENTS LIST  
FOR THE MONTH OF NOVEMBER & DECEMBER 2010**

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Payee</b>	<b>Amount</b>
EFT18337	01/12/2010	VOLICH WASTE CONTRACTORS PTY LTD	44.00
EFT18338	01/12/2010	WESTERN POWER	2,376.00
EFT18339	01/12/2010	WESTERN TREE RECYCLERS	48,964.70
EFT18340	01/12/2010	WESTRAC EQUIPMENT PTY LTD	2,751.94
EFT18341	01/12/2010	WALGS PLAN	126,219.61
EFT18342	03/12/2010	ALL DAY CONTRACTING	3,115.73
EFT18343	03/12/2010	ACCESS INDUSTRIAL TYRES	187.00
EFT18344	03/12/2010	ADECCO AUSTRALIA PTY LTD	1,574.93
EFT18345	03/12/2010	CABCHARGE	100.03
EFT18346	03/12/2010	CHICA CATERING	507.50
EFT18347	03/12/2010	CITY SUBARU	314.95
EFT18348	03/12/2010	CMA RECYCLING PTY LTD	2,021.53
EFT18349	03/12/2010	COATES HIRE OPERATIONS PTY LTD	200.75
EFT18350	03/12/2010	CORPORATE EXPRESS AUSTRALIA LTD	331.81
EFT18351	03/12/2010	COVENTRYS	4.07
EFT18352	03/12/2010	CROSSLAND & HARDY PTY LTD	1,078.20
EFT18353	03/12/2010	ECOSAVE PTY LTD	14,828.00
EFT18354	03/12/2010	FILTERS PLUS	306.90
EFT18355	03/12/2010	GOLDY MOTORS	1,125.30
EFT18356	03/12/2010	GOODCHILD ENTERPRISES	128.15
EFT18357	03/12/2010	HORIZONS WEST BUS & COACHLINES	1,837.00
EFT18358	03/12/2010	JAYCOURT NOMINEES PTY LTD T/A BARFIELD MECHANICAL SERVICES	893.75
EFT18359	03/12/2010	KELLY SERVICES (AUSTRALIA) LTD	118.84
EFT18360	03/12/2010	MACHINERY WAREHOUSE	675.85
EFT18361	03/12/2010	NEVERFAIL SPRINGWATER LTD - COPPIN ROAD	143.00
EFT18362	03/12/2010	NEVERFAIL SPRINGWATER LTD - HAZELMERE	82.70
EFT18363	03/12/2010	NEVERFAIL SPRINGWATER LTD - MATHIESON ROAD	68.40
EFT18364	03/12/2010	O'BRIEN GLASS	465.47
EFT18365	03/12/2010	PRESTIGE ALARMS	430.00
EFT18366	03/12/2010	ROSS HUMAN DIRECTIONS	24,219.64
EFT18367	03/12/2010	SNAP PRINTING	180.00
EFT18368	03/12/2010	SUPERCLEAN LAUNDRY AND LINEN	33.00
EFT18369	03/12/2010	TELSTRA - A/C 008 2879 300 - SECONDARY WASTE PRJ	171.78
EFT18370	03/12/2010	WREN OIL	17.32
EFT18371	08/12/2010	PINK PIRANHA	753.50
EFT18372	08/12/2010	ADASOUND PUBLIC ADDRESS	139.00
EFT18373	08/12/2010	ADT SECURITY	418.00
EFT18374	08/12/2010	AHA! CONSULTING	1,636.25
EFT18375	08/12/2010	AIR FILTER DRY CLEAN SYSTEMS PTY LTD	170.73
EFT18376	08/12/2010	ALL DAY CONTRACTING	21,439.00
EFT18377	08/12/2010	B&J CATALANO PTY LTD	101.11
EFT18378	08/12/2010	BELMONT - REDCLIFFE NEWSROUND	111.64
EFT18379	08/12/2010	C & H SWEEPING	544.50



**CEO's DELEGATED PAYMENTS LIST  
FOR THE MONTH OF NOVEMBER & DECEMBER 2010**

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Payee</b>	<b>Amount</b>
EFT18380	08/12/2010	CATALYST	660.00
EFT18381	08/12/2010	CHAMBERLAIN AUTO ELECTRICS	247.50
EFT18382	08/12/2010	CJD EQUIPMENT PTY LTD	4,148.21
EFT18383	08/12/2010	COMSYNC CONSULTING PTY LTD	2,323.75
EFT18384	08/12/2010	CRACKAJACK PARTY HIRE	834.35
EFT18385	08/12/2010	ENVIRONMENT HOUSE	1,679.45
EFT18386	08/12/2010	HILLS FRESH	69.07
EFT18387	08/12/2010	JAYCOURT NOMINEES PTY LTD T/A BARFIELD MECHANICAL SERVICES	1,650.00
EFT18388	08/12/2010	JOHN HUGHES MITSUBISHI	378.00
EFT18389	08/12/2010	KELLY SERVICES (AUSTRALIA) LTD	1,129.02
EFT18390	08/12/2010	MACHINERY WAREHOUSE	39.00
EFT18391	08/12/2010	MUNDARING CRANE TRUCK HIRE	77.00
EFT18392	08/12/2010	MUNDARING ROOFING & PATIOS	3,124.00
EFT18393	08/12/2010	NEVERFAIL SPRINGWATER	156.60
EFT18394	08/12/2010	PULSE DESIGN	468.79
EFT18395	08/12/2010	ROSS HUMAN DIRECTIONS	9,830.38
EFT18396	08/12/2010	SCRD HOLDINGS P/L T/A SECURE COMPUTER RECYLING & DISPOSAL	3,344.01
EFT18397	08/12/2010	SUPERCLEAN LAUNDRY AND LINEN	57.75
EFT18398	08/12/2010	TELSTRA - A/C 295 7816 000 - RED HILL	652.33
EFT18399	08/12/2010	THE COMPOST TEA COMPANY	243.80
EFT18400	08/12/2010	THERMO FISHER SCIENTIFIC AUSTRALIA PTY LTD	271.70
EFT18401	08/12/2010	UNIQUE WASTE MANAGEMENT SERVICES	572.00
EFT18402	08/12/2010	WESTERN POWER	3,850.00
EFT18403	08/12/2010	WESTERN TREE RECYCLERS	42,389.49
EFT18404	08/12/2010	WESTRAC EQUIPMENT PTY LTD	181.49
EFT18405	10/12/2010	SNAP BURSWOOD	60.00
EFT18406	10/12/2010	AIR FILTER DRY CLEAN SYSTEMS PTY LTD	522.92
EFT18407	10/12/2010	ALL DAY CONTRACTING	20,930.25
EFT18408	10/12/2010	BUDGET RENT A CAR	175.00
EFT18409	10/12/2010	C4 CONCEPTS PTY LTD	550.00
EFT18410	10/12/2010	CHAMBERLAIN AUTO ELECTRICS	1,247.95
EFT18411	10/12/2010	CITY SUBARU	32,256.85
EFT18412	10/12/2010	CJD EQUIPMENT PTY LTD	441.27
EFT18413	10/12/2010	COOL CLEAR WATER GROUP LTD	290.40
EFT18414	10/12/2010	CORPORATE EXPRESS AUSTRALIA LTD	2,210.61
EFT18415	10/12/2010	GOURMET INDULGENCE	302.50
EFT18416	10/12/2010	MACHINERY WAREHOUSE	30.50
EFT18417	10/12/2010	MACRI PARTNERS	1,760.00
EFT18418	10/12/2010	MOTORCHARGE PTY LTD	6,098.01
EFT18419	10/12/2010	PIRTEK	712.86
EFT18420	10/12/2010	Q3 PTY LTD TRADING AS Q3 ARCHITECTURE	522.50
EFT18421	10/12/2010	TELSTRA - A/C 335 6242 598 - MOBILE PHONES	920.85



**CEO's DELEGATED PAYMENTS LIST  
FOR THE MONTH OF NOVEMBER & DECEMBER 2010**

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Payee</b>	<b>Amount</b>
EFT18422	10/12/2010	THE SCENE TEAM	675.00
EFT18423	10/12/2010	UNIQUE WASTE MANAGEMENT SERVICES	287.01
EFT18424	10/12/2010	Urban Bushland Council	290.00
EFT18425	15/12/2010	ECOWASH	75.00
EFT18426	15/12/2010	IPING PTY LTD	1,128.80
EFT18427	15/12/2010	A.T. MILK SUPPLY	89.70
EFT18428	15/12/2010	ALL DAY CONTRACTING	22,682.50
EFT18429	15/12/2010	ANYTHING TELEPHONE & DATA	5,363.05
EFT18430	15/12/2010	AUSTRALIA POST - ASCOT PLACE	1,950.00
EFT18431	15/12/2010	AUSTRALIA POST - RED HILL	238.77
EFT18432	15/12/2010	B&J CATALANO PTY LTD	528.54
EFT18433	15/12/2010	BP GIDGEGANNUP	52.10
EFT18434	15/12/2010	BUNNINGS BUILDING SUPPLIES PTY LTD	47.32
EFT18435	15/12/2010	C&M COMPUTER SOLUTIONS	1,668.04
EFT18436	15/12/2010	CAPITAL TRANSPORT SERVICES (WA) PTY LTD	1,794.74
EFT18437	15/12/2010	CARDNO (WA) PTY LTD	27,343.67
EFT18438	15/12/2010	CHICA CATERING	732.50
EFT18439	15/12/2010	CITY OF BELMONT	21,761.30
EFT18440	15/12/2010	COMPU-STOR	920.73
EFT18441	15/12/2010	CORPORATE EXPRESS AUSTRALIA LTD	2,692.07
EFT18442	15/12/2010	CROMMELINS AUSTRALIA	81.39
EFT18443	15/12/2010	CROSSLAND & HARDY PTY LTD	3,989.91
EFT18444	15/12/2010	ELEMENT HYDROGRAPHIC SOLUTIONS	1,557.60
EFT18445	15/12/2010	EXPOTRADE AUSTRALIA PTY LTD	5,500.00
EFT18446	15/12/2010	HILLS FRESH	160.05
EFT18447	15/12/2010	INTEWORK INC	853.78
EFT18448	15/12/2010	KELLY SERVICES (AUSTRALIA) LTD	2,076.55
EFT18449	15/12/2010	KOKO SOLUTIONS P/L T/A KENWICK DRUM LAUNDERERS	325.60
EFT18450	15/12/2010	LANDFILL GAS & POWER PTY LTD	4,532.50
EFT18451	15/12/2010	LESMURDIE BUS SERVICE	330.00
EFT18452	15/12/2010	LINFOX ARMAGUARD PTY LTD	329.80
EFT18453	15/12/2010	MAIL PLUS PERTH	277.20
EFT18454	15/12/2010	MAKE TRACKS WA PTY LTD	30.00
EFT18455	15/12/2010	MICHAEL PAGE INTERNATIONAL	838.75
EFT18456	15/12/2010	MUNDARING TYRE CENTRE	80.00
EFT18457	15/12/2010	NAVSEC	5,131.50
EFT18458	15/12/2010	NEVERFAIL SPRINGWATER	73.40
EFT18459	15/12/2010	NEVERFAIL SPRINGWATER LTD - COPPIN ROAD	115.25
EFT18460	15/12/2010	NEVERFAIL SPRINGWATER LTD - MATHIESON ROAD	46.85
EFT18461	15/12/2010	OAKVALE CAPITAL LTD	2,405.82
EFT18462	15/12/2010	OTEK AUSTRALIA	2,435.95
EFT18463	15/12/2010	PAYG PAYMENTS	52,017.94
EFT18464	15/12/2010	PIRTEK	272.14
EFT18465	15/12/2010	ROSS HUMAN DIRECTIONS	872.28



**CEO's DELEGATED PAYMENTS LIST  
FOR THE MONTH OF NOVEMBER & DECEMBER 2010**

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Payee</b>	<b>Amount</b>
EFT18466	15/12/2010	SAI GLOBAL (ANSTAT PTY LTD)	9,629.59
EFT18467	15/12/2010	SOURCE FOODS	180.00
EFT18468	15/12/2010	SPUDS GARDENING SERVICES	15,670.00
EFT18469	15/12/2010	TELSTRA - A/C 3356 2426 14 (MOBILE DATA)	178.00
EFT18470	15/12/2010	THE FARM SHOP (WA) 1999 PTY LTD	2,846.00
EFT18471	15/12/2010	TIM DAVIES LANDSCAPING PTY LTD	27,818.18
EFT18472	15/12/2010	TOLL PRIORITY	92.35
EFT18473	15/12/2010	UNIQUE WASTE MANAGEMENT SERVICES	698.50
EFT18474	15/12/2010	VESBAR MOBILE PIZZA BAR	1,800.00
EFT18475	15/12/2010	WESTRAC EQUIPMENT PTY LTD	621.02
EFT18476	17/12/2010	360 RECYCLING PTY LTD	55.00
EFT18477	17/12/2010	AUSTRALIAN INSTITUTE OF MANAGEMENT - AIM	1,340.00
EFT18478	17/12/2010	B&J CATALANO PTY LTD	279.25
EFT18479	17/12/2010	BEAUMONDE CATERING	2,178.25
EFT18480	17/12/2010	BP AUSTRALIA LIMITED	55,901.82
EFT18481	17/12/2010	CHAMBERLAIN AUTO ELECTRICS	1,183.99
EFT18482	17/12/2010	CHEMISTRY CENTRE (WA)	2,114.20
EFT18483	17/12/2010	CORPORATE EXPRESS AUSTRALIA LTD	57.64
EFT18484	17/12/2010	CROMMELINS AUSTRALIA	1,497.75
EFT18485	17/12/2010	DUN & BRADSTREET PTY LTD	34.60
EFT18486	17/12/2010	EAGLE MACHINERY SALES PTY LTD T/A REVOLUTION EQUIPMENT	6,050.00
EFT18487	17/12/2010	FASHION HOUSE CORPORATE WEAR	1,110.73
EFT18488	17/12/2010	GRA EVERINGHAM PTY LTD	5,500.00
EFT18489	17/12/2010	JAYCOURT NOMINEES PTY LTD T/A BARFIELD MECHANICAL SERVICES	2,193.19
EFT18490	17/12/2010	MACHINERY WAREHOUSE	515.00
EFT18491	17/12/2010	NAVSEC	3,778.50
EFT18492	17/12/2010	NEVILLE REFRIGERATION	616.00
EFT18493	17/12/2010	PORTNER PRESS PTY LTD	97.00
EFT18494	17/12/2010	SEEK LIMITED	1,694.00
EFT18495	17/12/2010	TRANSPACIFIC CLEANAWAY LTD	413.17
EFT18496	22/12/2010	DEPARTMENT OF TRANSPORT	14,300.00
EFT18497	22/12/2010	LANDFILL GAS & POWER PTY LTD	2,249.28
EFT18498	22/12/2010	SCHENKER AUSTRALIA PTY LTD	151,999.11
EFT18499	23/12/2010	WALGS PLAN	69,710.06
EFT18500	23/12/2010	AUSTRACLEAR LIMITED (ASX)	11.88
EFT18501	23/12/2010	AUSTRALIAN SUPREME IMPORT	372.20
EFT18502	23/12/2010	CR ALAN RADFORD	1,750.00
EFT18503	23/12/2010	CR GRAHAM PITTAWAY OAM	5,000.00
EFT18504	23/12/2010	FUJI XEROX AUSTRALIA PTY LTD	959.16
EFT18505	23/12/2010	GLENYS GODFREY	1,750.00
EFT18506	23/12/2010	HOSECO (WA) PTY LTD	660.00
EFT18507	23/12/2010	MERIVALE TRUST T/A SAVAGELY CREATIVE	3,300.00



**CEO's DELEGATED PAYMENTS LIST  
FOR THE MONTH OF NOVEMBER & DECEMBER 2010**

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Payee</b>	<b>Amount</b>
EFT18508	23/12/2010	MORLEY GENERAL CLEANING SERVICE	8,517.19
EFT18509	23/12/2010	PRIME HEALTH GROUP LTD	594.00
EFT18510	23/12/2010	A.T. MILK SUPPLY	89.70
EFT18511	23/12/2010	ACCESS INDUSTRIAL TYRES	1,073.60
EFT18512	23/12/2010	ADCORP	4,489.06
EFT18513	23/12/2010	ADT SECURITY	7,591.11
EFT18514	23/12/2010	AIR FILTER DRY CLEAN SYSTEMS PTY LTD	753.56
EFT18515	23/12/2010	AIRWELL PUMPS PTY LTD	1,775.95
EFT18516	23/12/2010	AMBIUS	963.35
EFT18517	23/12/2010	ANALYTICAL REFERENCE LABORATORY	148.50
EFT18518	23/12/2010	ANIMAL PEST MANAGEMENT SERVICES	693.00
EFT18519	23/12/2010	ASTAR HARDWARE DISTRIBUTION	523.05
EFT18520	23/12/2010	AUSTRALIAN CIVIL HAULAGE PTY LTD	233.47
EFT18521	23/12/2010	AUSTRALIAN COMMUNICATIONS AND MEDIA AUTHORITY	1,096.00
EFT18522	23/12/2010	AUSTRALIAN HVAC SERVICES	660.00
EFT18523	23/12/2010	B&J CATALANO PTY LTD	2,253.67
EFT18524	23/12/2010	BEAUMONDE CATERING	4,981.68
EFT18525	23/12/2010	BIN BATH AUSTRALIA PTY LTD	271.04
EFT18526	23/12/2010	BLAZING TRAILS PUBLIC RELATIONS	1,120.00
EFT18527	23/12/2010	BOBCAT ATTACH	880.00
EFT18528	23/12/2010	BOC GASES	533.34
EFT18529	23/12/2010	BRING COURIERS	456.03
EFT18530	23/12/2010	BT EQUIPMENT PTY LTD	4,322.52
EFT18531	23/12/2010	BUNNINGS BUILDING SUPPLIES PTY LTD	198.43
EFT18532	23/12/2010	CABCHARGE	169.40
EFT18533	23/12/2010	CAPITAL TRANSPORT SERVICES (WA) PTY LTD	88.58
EFT18534	23/12/2010	CJD EQUIPMENT PTY LTD	6,497.38
EFT18535	23/12/2010	CMS EVENTS	4,180.00
EFT18536	23/12/2010	COMSYNC CONSULTING PTY LTD	2,216.50
EFT18537	23/12/2010	CORPORATE EXPRESS AUSTRALIA LTD	1,637.84
EFT18538	23/12/2010	COVENTRYS	640.29
EFT18539	23/12/2010	COVERALL SHEETMETAL	495.00
EFT18540	23/12/2010	CR CHARLIE ZANNINO	1,750.00
EFT18541	23/12/2010	CR DON MCKECHNIE	1,750.00
EFT18542	23/12/2010	CR GERRY PULE	1,750.00
EFT18543	23/12/2010	CRACKAJACK PARTY HIRE	475.20
EFT18544	23/12/2010	Cr John Gangell	1,750.00
EFT18545	23/12/2010	DAVID FARDIG	1,750.00
EFT18546	23/12/2010	DAVID WILLS & ASSOCIATES	10,340.00
EFT18547	23/12/2010	DEPARTMENT OF TRANSPORT	22,000.00
EFT18548	23/12/2010	DIEBACK TREATMENT SERVICES	550.00
EFT18549	23/12/2010	ELEMENT HYDROGRAPHIC SOLUTIONS	7,453.77
EFT18550	23/12/2010	ENERGY RESPONSE PTY LTD	508.20
EFT18551	23/12/2010	EQUIPMENT GROUP AUSTRALIA T/S LIFTWEST (WA)	31,900.00



**CEO's DELEGATED PAYMENTS LIST  
FOR THE MONTH OF NOVEMBER & DECEMBER 2010**

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Payee</b>	<b>Amount</b>
EFT18552	23/12/2010	FACET	55.00
EFT18553	23/12/2010	FRUIT BOOST PTY LTD ATF BANDITS TRUST	288.00
EFT18554	23/12/2010	G & S FURNITURE SALES (WA) PTY LTD	2,667.00
EFT18555	23/12/2010	GOODCHILD ENTERPRISES	298.65
EFT18556	23/12/2010	GOWRIE WA INC	396.00
EFT18557	23/12/2010	GREY GOLD CONSTRUCTIONS	22,110.00
EFT18558	23/12/2010	HAC CONSULTING PTY LTD	3,080.00
EFT18559	23/12/2010	HILLS FRESH	73.77
EFT18560	23/12/2010	INDEPTH INTERACTIVE	2,024.00
EFT18561	23/12/2010	INSTITUTE OF WEIGHT AND LIFE MANAGEMENT	484.00
EFT18562	23/12/2010	ISS WASHROOM SERVICES	1,141.71
EFT18563	23/12/2010	IT VISION AUSTRALIA PTY LTD	10,087.00
EFT18564	23/12/2010	KENNARDS HIRE	308.00
EFT18565	23/12/2010	KLB SYSTEMS	231.00
EFT18566	23/12/2010	KONICA MINOLTA BUSINESS SOLUTIONS AUSTRALIA P/L	577.10
EFT18567	23/12/2010	LANDMARK OPERATIONS LIMITED	1,280.63
EFT18568	23/12/2010	LEN FRENCH FENCING CONTRACTOR	1,750.00
EFT18569	23/12/2010	LYONS AIRCONDITIONING SERVICES	469.30
EFT18570	23/12/2010	MACHINERY WAREHOUSE	72.60
EFT18571	23/12/2010	MAJOR MOTORS PTY LTD	222.90
EFT18572	23/12/2010	MALCOLM & CARIL BARKER	660.00
EFT18573	23/12/2010	MUNDARING ARTS CENTRE	440.00
EFT18574	23/12/2010	MUNDARING TYRE CENTRE	582.00
EFT18575	23/12/2010	NATIONAL LUBRICATION SYSTEMS	229.35
EFT18576	23/12/2010	NEVERFAIL SPRINGWATER	308.30
EFT18577	23/12/2010	NEVERFAIL SPRINGWATER LTD - HAZELMERE	176.50
EFT18578	23/12/2010	NICOLE HODGSON	250.00
EFT18579	23/12/2010	ON SITE RENTALS PTY LTD	712.25
EFT18580	23/12/2010	OTIS ELEVATOR COMPANY PTY LTD	1,416.63
EFT18581	23/12/2010	PAYG PAYMENTS	55,880.03
EFT18582	23/12/2010	PIRTEK	966.20
EFT18583	23/12/2010	POWA INSTITUTE	1,320.00
EFT18584	23/12/2010	PRECISION PANEL & PAINT	4,000.00
EFT18585	23/12/2010	PRESTIGE PUMP RENTALS	1,501.50
EFT18586	23/12/2010	RECLAIM COLLECTIONS T/A TYRE WASTE (WA)	381.77
EFT18587	23/12/2010	REGENERATED LANDSCAPES	2,500.00
EFT18588	23/12/2010	RHONDA HARDY	364.35
EFT18589	23/12/2010	ROSS HUMAN DIRECTIONS	20,705.11
EFT18590	23/12/2010	RUDD INDUSTRIAL AND FARM SUPPLIES	68.20
EFT18591	23/12/2010	SAFETY SIGNS SERVICE	86.02
EFT18592	23/12/2010	SHUGS ELECTRICAL	995.50
EFT18593	23/12/2010	SIGN SUPERMARKET	149.60
EFT18594	23/12/2010	SPUDS GARDENING SERVICES	4,530.00
EFT18595	23/12/2010	STAMP-IT RUBBER STAMPS	51.51



**CEO's DELEGATED PAYMENTS LIST  
FOR THE MONTH OF NOVEMBER & DECEMBER 2010**

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Payee</b>	<b>Amount</b>
EFT18596	23/12/2010	STEVENSON CONSULTING	2,145.00
EFT18597	23/12/2010	SYNNOTT MULHOLLAND MANAGEMENT SERVICES P/L T/A CONSULTATION	693.00
EFT18598	23/12/2010	TELSTRA - A/C 008 2879 300 - SECONDARY WASTE PRJ	175.88
EFT18599	23/12/2010	TELSTRA - A/C 148 4710 000 - ASCOT PLACE	2,308.59
EFT18600	23/12/2010	TELSTRA - A/C 163 4688 200 - HAZELMERE	107.65
EFT18601	23/12/2010	TELSTRA - A/C 246 2455 400 - RH SECURITY MONITOR	38.50
EFT18602	23/12/2010	TELSTRA - A/C 256 0950 500 - ASCOT PLACE LIFT	19.25
EFT18603	23/12/2010	TENDERLINK.com PTY LTD	330.00
EFT18604	23/12/2010	THE COACHES CONSORTIUM	500.00
EFT18605	23/12/2010	TIM DAVIES LANDSCAPING PTY LTD	7,536.10
EFT18606	23/12/2010	TOTALLY WORKWEAR MIDLAND	745.93
EFT18607	23/12/2010	TRAINING ACCREDITATION COUNCIL	465.00
EFT18608	23/12/2010	The Australasian Battery Recycling Initiative (ABRI)	500.00
EFT18609	23/12/2010	UNIQUE WASTE MANAGEMENT SERVICES	7,689.50
EFT18610	23/12/2010	VISY RECYCLING	24.39
EFT18611	23/12/2010	VOLICH WASTE CONTRACTORS PTY LTD	44.00
EFT18612	23/12/2010	WEBTRACK PTY LTD T/A MOBILE PHONE INSTALLATIONS AUSTRALIA	215.00
EFT18613	23/12/2010	WESTRAC EQUIPMENT PTY LTD	2,252.22
EFT18614	23/12/2010	WREN OIL	34.64
EFT18615	23/12/2010	WURTH AUSTRALIA PTY LTD	189.05
EFT18616	23/12/2010	MUNDARING ARTS CENTRE	550.00
EFT18617	23/12/2010	TOTAL EDEN PTY LTD T/A HYDRO ENGINEERING	169.40
EFT18618	23/12/2010	MUNDARING ARTS CENTRE	3,525.50
218909	03/11/2010	EMRC PETTY CASH - BELMONT	825.85
218910	03/11/2010	EMRC PETTY CASH - REDHILL	496.25
218911	03/11/2010	GIDGIE GROG LIQUOR STORE	141.45
218912	12/11/2010	CITY OF SWAN	245.00
218913	12/11/2010	EMRC PETTY CASH - REDHILL	466.15
218914	12/11/2010	HUTCHISON 3G AUSTRALIA PTY LTD	107.00
218915	16/11/2010	CITY OF SWAN	135.00
218916	16/11/2010	CITY OF SWAN	125.50
218917	26/11/2010	GENERATIONS PERSONAL SUPERANNUATION PLAN	776.86
218918	26/11/2010	WESTSCHEME	1,795.27
218919	26/11/2010	AMP LIFE LTD	2,166.27
218920	26/11/2010	ANZ STAFF SUPER	570.08
218921	26/11/2010	ANZ SUPER ADVANTAGE	680.20
218922	26/11/2010	AUSTRALIAN SUPER	540.03
218923	26/11/2010	BT BUSINESS SUPER	1,373.16
218924	26/11/2010	BT LIFETIME - PERSONAL SUPER	750.02
218925	26/11/2010	CBUS INDUSTRY SUPER	616.21
218926	26/11/2010	Commonwealth Bank Superannuation	644.24
218927	26/11/2010	GIDGIE GROG LIQUOR STORE	127.46



**CEO's DELEGATED PAYMENTS LIST  
FOR THE MONTH OF NOVEMBER & DECEMBER 2010**

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Payee</b>	<b>Amount</b>
218928	26/11/2010	NORWICH UNION LIFE INSURANCE SOCIETY	937.03
218929	26/11/2010	ZURICH AUSTRALIAN SUPERANNUATION	668.03
218930	07/12/2010	DEPT OF LOCAL GOVT AND REGIONAL DEVELOPMENT	1,255.14
218931	07/12/2010	EMRC PETTY CASH - BELMONT	814.85
218932	07/12/2010	EMRC PETTY CASH - HAZELMERE	159.25
218933	07/12/2010	EMRC PETTY CASH - REDHILL	319.00
218934	10/12/2010	HUTCHISON 3G AUSTRALIA PTY LTD	107.00
218935	21/12/2010	EMRC PETTY CASH - HAZELMERE	150.00
218936	21/12/2010	EMRC PETTY CASH - REDHILL	274.60
218937	23/12/2010	GENERATIONS PERSONAL SUPERANNUATION PLAN	392.96
218938	23/12/2010	AMP LIFE LTD	1,188.30
218939	23/12/2010	ANZ STAFF SUPER	285.05
218940	23/12/2010	ANZ SUPER ADVANTAGE	340.10
218941	23/12/2010	BT BUSINESS SUPER	686.58
218942	23/12/2010	BT LIFETIME - PERSONAL SUPER	378.82
218943	23/12/2010	CBUS INDUSTRY SUPER	300.32
218944	23/12/2010	Commonwealth Bank Superannuation	320.43
218945	23/12/2010	ING LIFE LTD	178.86
218946	23/12/2010	NORWICH UNION LIFE INSURANCE SOCIETY	470.90
218947	23/12/2010	WESTSCHEME	1,033.55
218948	23/12/2010	ZURICH AUSTRALIAN SUPERANNUATION	335.32
218949	23/12/2010	CITY OF SWAN	379.50
218950	23/12/2010	DEPARTMENT OF TRANSPORT - BULK BILLING	146.85
218951	23/12/2010	TONY CUCCARO	2,125.00
218952	23/12/2010	CPA AUSTRALIA	709.00
218953	23/12/2010	FRANK LINDSEY	1,750.00
218954	23/12/2010	JANET POWELL	1,750.00
218955	23/12/2010	NOREEN TOWNSEND	140.00
218956	23/12/2010	PARKERVILLE DARLINGTON FOOTBALL CLUB	400.00
218957	23/12/2010	UNISUPER FOR ALAN PILGRIM	1,750.00
444	18/11/2010	WESTPAC BANKING CORPORATION	1,000,000.00
445	29/11/2010	WBC - CORPORATE MASTER CARD - ENAD ZRAID	3,712.45
446	29/11/2010	WBC - CORPORATE MASTER CARD - R MEDBURY	41.52
447	29/11/2010	WBC - CORPORATE MASTER CARD - S FITZPATRICK	2,501.90
448	29/11/2010	WBC - CORPORATE MASTERCARD - H LIEW	2,502.02
449	29/11/2010	WBC - CORPORATE MASTERCARD - RHONDA HARDY	1,125.45
450	07/12/2010	BANKWEST	1,500,000.00
452	30/12/2010	WBC - CORPORATE MASTER CARD - TERRI-ANN ASHTON	598.33
453	30/12/2010	WBC - CORPORATE MASTERCARD - P SCHNEIDER	946.90
454	30/12/2010	WBC - CORPORATE MASTER CARD - B JONES	1,004.79
455	30/12/2010	WBC - CORPORATE MASTER CARD - R MEDBURY	791.00
456	30/12/2010	WBC - CORPORATE MASTER CARD - S FITZPATRICK	1,929.10
457	30/12/2010	WBC - CORPORATE MASTERCARD - H LIEW	2,649.92
458	30/12/2010	WBC - CORPORATE MASTERCARD - RHONDA HARDY	454.13

## Eastern Metropolitan Regional Council

31/01/2011

5:31:54 AM



**CEO's DELEGATED PAYMENTS LIST  
FOR THE MONTH OF NOVEMBER & DECEMBER 2010**

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Payee</b>	<b>Amount</b>
PAY-10	09/11/2010	PAYROLL F/E 9/11/10	157,411.97
PAY-10.1	15/11/2010	PAYROLL	274.39
PAY-11	23/11/2010	PAYROLL F/E 23/11/10	159,434.78
PAY-11.1	25/11/2010	PAYROLL	264.03
PAY-12	07/12/2010	PAYROLL F/E 7/12/10	167,920.33
PAY-13	21/12/2010	PAYROLL F/E 21/12/10	175,908.54
1*NOV10	01/11/2010	BANK CHARGES B/S 1379 -1383	1,442.18
1*DEC10	01/12/2010	BANK CHARGES B/S 1383 -1387	1,205.55
		<b>SUB TOTAL</b>	<b><u>6,301,273.41</u></b>
		<b>LESS CANCELLED CHEQUES &amp; EFTs</b>	
218945	23/12/2010	ING LIFE LTD	178.86
		<b>SUB TOTAL</b>	<b><u>178.86</u></b>
		<b>TOTAL</b>	<b><u><u>6,301,094.55</u></u></b>

**REPORT TOTALS**

<b>Bank Code</b>	<b>Bank Name</b>	<b>TOTAL</b>
1	EMRC - Municipal Fund	<b>6,301,094.55</b>
<b>TOTAL</b>		<b>6,301,094.55</b>

C:\Program Files\SynergySoftLGS\Crystal\CreditorListOfAccount\_EMRC.rpt



## **14.2 FINANCIAL REPORT FOR PERIOD ENDED 31 OCTOBER 2010**

**REFERENCE: COMMITTEES-11719**

### **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 31 October 2010.

### **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 31 October 2010 have been identified and are reported on in the body of the report.

#### **Recommendation(s)**

That the Income Statement, Capital Expenditure Statement, Balance Sheet and the Statement of Cash and Investments for the period ended 31 October 2010 be received.

### **SOURCE OF REPORT**

Director Corporate Services  
Manager Financial Services

### **BACKGROUND**

It is a requirement of the Local Government (Financial Management) Regulations 1996 (Regulation 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 2010/2011 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.

The initial forecast review for 2010/2011 will be undertaken in February 2011 and will be based on the financial performance to the period ended 31 December 2010.

A Balance Sheet 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 summaries for the period ended 31 October 2010. 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*

**Income Statement - Nature and Type (refer Attachment 1)**

The operating result from normal activities as at 31 October 2010 is a favourable variance of \$1,483,156. The following information is provided on key aspects of Council's financial performance:

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<b><u>Operating Income</u></b>	<i>Year to Date</i>	A negative variance of \$63,726 (0.70%).
	<i>End of Year Forecast</i>	As per Budget - not yet due to be reviewed.

---

Operating Income variances previously reported to Council:

1. Year to date Special Charges of \$82,656 is \$21,152 (20.38%) below the YTD budget. This is attributable to lower than budgeted Community Waste Education Income from member Councils (\$10,431) and WMRC (\$10,721) as a result of lower than budgeted tonnages.
2. Contribution Income of \$362,845 is \$190,629 (110.69%) above the YTD budget. The variance is a result of timing differences for the following projects:
  - Regional Tourism Development;
  - Eastern Hills Catchment Management Project (EHCMP);
  - Achieving Carbon Emissions Reduction (ACER);
  - Future Proofing Climate Change Adaptation Project;
  - Perth Solar City Project; and
  - Income Regional Water Campaign.
3. Year to date Operating Grants of \$390,551 are \$208,757 (34.83%) below budget. This variance is attributable to the timing of various projects including the grants for the Perth Solar City Project, Avon Descent, and Hazelmere site projects. The variance also includes the unbudgeted additional funding of \$20,000 from the Bushland Phytosphthora Dieback project.
4. Year to date Interest Earnings on Municipal Cash and Investments of \$173,915 is \$124,171 (249.62%) above the budget provision of \$49,744. This is offset by the year to date Interest earnings on Restricted Cash Investment which is \$184,738 below the budget. This variation between the two categories of income is a result of the accounting treatment of accrued interest applicable to the Municipal and Reserve funds. Interest earnings income is allocated to the appropriate funds when received.

There were no further significant Operating Income variances as at 31 October 2010.

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*Item 14.2 continued*

<b><u>Operating Expenditure</u></b>	<i>Year to Date</i>	A favourable variance of \$1,546,883 (17.28%).
	<i>End of Year Forecast</i>	As per Budget - not yet due to be reviewed.

Operating Expenditure variances previously reported to Council:

1. Contract Expenses of \$939,280 are \$1,024,637 (52.17%) lower than the YTD budget due predominantly to the timing of various projects. Major variations below the YTD budget include the Perth Solar City Living Smart program and demonstration projects (\$241,652), Red Hill Water Monitoring (\$31,177), Red Hill Groundwater Remediation (\$54,479), Operate and Maintain Plant (\$40,293), Manage Engineering/Waste Management Business Unit (\$47,839) Undertake Geotechnical Investigations project (\$66,664), Operate and Maintain Class III Cells intermediate/daily cover (\$46,641), Rehabilitate Class III Cells (\$47,412), Manage Greenwaste Mulching (\$34,299), Manage Woodwaste Project - Hazelmere (\$46,013), as well as various Regional Development projects (\$137,347) and various Corporate Services activities (\$134,552).
2. Year to date Material Expenses are \$185,336 (50.19%) below the YTD budget provisions. The principal variation relates to \$58,541 expenditure to date compared to a YTD budget provision of \$100,000 on materials for the supply of intermediate/daily cover for the Class III waste disposal cell. This is primarily attributable to a new type of fibre-based material used for intermediate/daily cover which is more cost effective as well as the timing of purchasing the materials. Other projects from Waste Management contribute \$79,594 to the variance. Variances in Corporate Services activities (\$39,849) and Environmental Services projects (\$16,489) further add to the below YTD budget variance.
3. Year to date Utility Expenses totalling \$42,700 are \$10,444 (19.65%) below the YTD budget provision of \$53,144. Major variations include the low level of electricity consumed to date at the Hazelmere site (\$1,026 compared to a YTD budget provision of \$6,408) together with the low level of electricity consumed to date at the EMRC Administration office (\$11,336 compared to a YTD budget provision of \$14,100).

There were no further significant Operating Expenditure variances as at 31 October 2010.

<b><u>*Other Revenues and Expenses (Net)</u></b>	<i>Year to Date</i>	A negative variance of \$45,242 (2.41%).
	<i>End of Year Forecast</i>	As per Budget - not yet due to be reviewed.

*\* Note: This section also includes Unrealised Gain/Loss from change in fair value of Investments*

Other Revenues and Expenses variances:

1. Year to date Secondary Waste Charge receipts are \$164,686 (10.54%) below the year to date budget provision of \$1,562,556. This variance is attributable to lower than budgeted tonnages from all member Councils, partially offset by a higher than budgeted tonnages for waste from Commercial customers.
2. As outlined above, year to date Interest Earnings on Restricted Cash Investments are \$184,738 below the YTD budget provision of \$571,336. This is offset by the year to date Interest earnings on Municipal Cash and Investments which is \$124,171 more than the YTD budget. This variation between the two categories of income is a result of the accounting treatment of accrued interest applicable to the Municipal and Reserve funds. Interest earnings income is allocated to the appropriate funds when received.
3. Salary Expenses are \$41,127 (39.59%) below the budget on a year to date basis. This is primarily attributable to the delay in recruiting a new budgeted staff member (Project Development Officer) for Resource Recovery.



*Item 14.2 continued*

4. Year to date Contract Expenses are \$30,129 (17.37%) below the year to date budget provision of \$173,488. This relates specifically to the Resource Recovery project consultancy contractual timings.
5. The Unrealised Gains or Loss from the change in fair value of investments for the period ending 31 October 2010 is an unrealised gain of \$351,008. This is made up of an unrealised profit of \$32,614 from the change in value of ADI's and the write-back of \$318,394 unrealised loss due to the sale of a CDO and the maturity of two (2) ADI's during the year.

Unrealised Gains or Losses represent a fair market value measurement of the financial instruments during the period in which they are held, i.e. marked to market. It should be noted that actual gains or losses on financial instruments will not be realised until such time as the individual investments are sold.

Operating Income variances not previously reported to Council

1. Year to date Proceeds from Sale of Assets are \$34,134 (22.99%) below the year to date budget provision of \$148,452. This relates specifically to the timing on the disposal by auction of fleet vehicles due for change over.
2. Miscellaneous Expenses to date are \$12,970 (34.22%) below the YTD budget provision of \$37,900. Major variations relate to the nil expenditure to date on the Resource Recovery Study Tour compared to a YTD budget provision of \$9,664, and the timing of advertising yet to be undertaken for the Resource Recovery Task 15 - Seek Environmental Approvals (YTD budget provision of \$6,664).

There were no further significant Other Revenues and Expenses variances as 31 October 2010.

**Capital Expenditure Statement (refer Attachment 2)**

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<b><u>Capital Expenditure</u></b>	<i>Year to Date</i>	A favourable variance of \$1,277,251
	<i>End of Year Forecast</i>	As per Budget - not yet due to be reviewed.

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Capital Expenditure variances:

A favourable variance of \$1,277,251 exists as at 31 October 2010 when comparing to the year to date budget provision. The year to date budget provisions are used as a guide only as expenditure of a capital nature is undertaken as and when required.

**Balance Sheet (refer Attachment 3)**

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

Currently, as end of year forecasts are yet to be reviewed. The forecast balances as at 31 October 2010 are as per budget estimates.

**Statement of Cash and Investments (refer Attachment 4)**

The level of Cash and Investments in the Municipal fund as at 31 October 2010 is \$9,667,052 and Restricted Assets amount to \$19,144,053. This figure is net of cumulative unrealised losses of \$6,337,578 which have been provided for in this amount.

The total level of Cash and Investments as at 31 October 2010 is \$28,811,105.

The net movement for the month is a decrease of \$78,218.

The Forecast for 2010/2011 represents the expected balances for the Municipal and Reserve funds as at the end of the financial year. Currently, as end of year forecasts are yet to be reviewed the forecast balances as at 31 October 2010 are as per budget estimates.

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*Item 14.2 continued*

The year to date actual Municipal cash and Investments reflects the current balance to date and is dependent on the timing of payments made and income received. It should also be noted that the transfers to and from the Reserve funds are undertaken as at the end of the financial year. This will reduce the Municipal fund Cash and Investments balance to budget expectations.

**Investment Report (refer Attachment 5)**

Three term deposits matured in the month of October and were re-invested.

**STRATEGIC/POLICY IMPLICATIONS**

Key Result Area 4 – Good Governance

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

**FINANCIAL IMPLICATIONS**

As outlined in the attached financial reports.

**SUSTAINABILITY IMPLICATIONS**

Nil

ATTACHMENT(S)

1. Income Statement by Nature and Type (Ref: Committees-11827)
2. Capital Expenditure Statement (Ref: Committees-11828)
3. Balance Sheet (Ref: Committees-11829)
4. Statement of Cash and Investments (Ref: Committees-11830)
5. Investment Report (Ref: Committees-11831)

VOTING REQUIREMENT

Simple Majority

**RECOMMENDATION(S)**

That the Income Statement, Capital Expenditure Statement, Balance Sheet, Statement of Cash and Investments and Investment Report for the period ended 31 October 2010 be received.

**COUNCIL RESOLUTION(S)**

MOVED CR GANGELL

SECONDED CR MCKECHNIE

THAT THE INCOME STATEMENT, CAPITAL EXPENDITURE STATEMENT, BALANCE SHEET AND THE STATEMENT OF CASH AND INVESTMENTS FOR THE PERIOD ENDED 31 OCTOBER 2010 BE RECEIVED.

**CARRIED UNANIMOUSLY**



## INCOME STATEMENT Nature and Type

Year to Date			October 2010		Full Year		
Actual	Budget	Variance		Current Budget	Forecast Change	End of Year Forecast	
<b>Operating Income</b>							
(\$7,516,809)	(\$7,653,385)	(\$136,576)	(U)	(\$23,105,970)	(\$1)	(F)	(\$23,105,971)
(\$82,656)	(\$103,808)	(\$21,152)	(U)	(\$311,456)	\$1	(U)	(\$311,455)
(\$362,845)	(\$172,216)	\$190,629	(F)	(\$516,826)	\$0	(F)	(\$516,826)
(\$390,551)	(\$599,308)	(\$208,757)	(U)	(\$1,797,977)	\$0	(F)	(\$1,797,977)
(\$173,915)	(\$49,744)	\$124,171	(F)	(\$149,250)	\$0	(F)	(\$149,250)
(\$216,961)	(\$230,532)	(\$13,571)	(U)	(\$691,746)	\$0	(F)	(\$691,746)
(\$335,158)	(\$333,628)	\$1,530	(F)	(\$1,000,943)	\$0	(F)	(\$1,000,943)
<b>(\$9,078,895)</b>	<b>(\$9,142,621)</b>	<b>(\$63,726)</b>	<b>(U)</b>	<b>(\$27,574,168)</b>	<b>\$0</b>	<b>(F)</b>	<b>(\$27,574,168)</b>
<b>Operating Expenditure</b>							
\$2,220,471	\$2,268,234	\$47,763	(F)	\$7,129,055	\$0	(F)	\$7,129,055
\$939,280	\$1,963,917	\$1,024,637	(F)	\$5,891,006	(\$1)	(F)	\$5,891,006
\$183,948	\$369,284	\$185,336	(F)	\$1,109,227	\$0	(F)	\$1,109,227
\$42,700	\$53,144	\$10,444	(F)	\$158,436	\$0	(F)	\$158,436
\$213,830	\$230,192	\$16,362	(F)	\$690,630	\$0	(F)	\$690,630
\$4,939	\$4,300	(\$639)	(U)	\$12,900	\$0	(F)	\$12,900
\$133,116	\$130,244	(\$2,872)	(U)	\$194,530	\$0	(F)	\$194,530
\$1,091,211	\$1,192,992	\$101,781	(F)	\$3,579,279	\$0	(F)	\$3,579,279
\$2,653,744	\$2,815,081	\$161,337	(F)	\$8,459,575	\$0	(F)	\$8,459,575
\$0	\$0	\$0	(F)	\$140,383	\$0	(F)	\$140,383
(\$76,438)	(\$73,706)	\$2,732	(F)	(\$220,241)	\$0	(F)	(\$220,241)
<b>\$7,406,799</b>	<b>\$8,953,682</b>	<b>\$1,546,883</b>	<b>(F)</b>	<b>\$27,144,780</b>	<b>(\$1)</b>	<b>(F)</b>	<b>\$27,144,779</b>
<b>(\$1,672,095)</b>	<b>(\$188,939)</b>	<b>\$1,483,156</b>	<b>(F)</b>	<b>(\$429,388)</b>	<b>(\$1)</b>	<b>(F)</b>	<b>(\$429,389)</b>
Surplus	Surplus			Surplus			Surplus

Notes:

1. User Charges - include member Councils, WMRC 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 p



## INCOME STATEMENT Nature and Type

Year to Date			October 2010			Full Year		
Actual	Budget	Variance		Current Budget	Forecast Change		End of Year Forecast	
<b>Other Revenues</b>								
(\$1,397,870)	(\$1,562,556)	(\$164,686)	(U)	Secondary Waste Charge	(\$4,687,717)	\$1	(U)	(\$4,687,716)
(\$386,598)	(\$571,336)	(\$184,738)	(U)	Interest Restricted Cash Investments	(\$1,714,079)	\$0	(F)	(\$1,714,079)
\$0	(\$516)	(\$516)	(U)	Reimbursements	(\$1,550)	\$0	(F)	(\$1,550)
(\$114,318)	(\$148,452)	(\$34,134)	(U)	Proceeds from Sale of Assets	(\$445,362)	\$0	(F)	(\$445,362)
<b>(\$1,898,787)</b>	<b>(\$2,282,860)</b>	<b>(\$384,073)</b>	<b>(U)</b>	<b>Total Other Revenues</b>	<b>(\$6,848,708)</b>	<b>\$1</b>	<b>(U)</b>	<b>(\$6,848,707)</b>
<b>Other Expenses</b>								
\$62,746	\$103,873	\$41,127	(F)	Salary Expenses	\$328,928	\$0	(F)	\$328,928
\$143,359	\$173,488	\$30,129	(F)	Contract Expenses	\$520,600	\$0	(F)	\$520,600
\$3,202	\$10,484	\$7,282	(F)	Material Expenses	\$31,550	\$0	(F)	\$31,550
\$931	\$1,064	\$133	(F)	Utility Expenses	\$3,200	\$0	(F)	\$3,200
\$686	\$784	\$98	(F)	Insurance Expenses	\$2,355	\$0	(F)	\$2,355
\$2,101	\$2,180	\$79	(F)	Depreciation Expenses	\$6,556	\$0	(F)	\$6,556
\$24,930	\$37,900	\$12,970	(F)	Miscellaneous Expenses	\$113,800	\$0	(F)	\$113,800
\$100,628	\$0	(\$100,628)	(U)	Carrying Amount of Assets Disposed Of	\$426,241	\$0	(F)	\$426,241
\$76,606	\$73,240	(\$3,366)	(U)	Costs Allocated	\$219,741	\$0	(F)	\$219,741
<b>\$415,189</b>	<b>\$403,013</b>	<b>(\$12,176)</b>	<b>(U)</b>	<b>Total Other Expenses</b>	<b>\$1,652,971</b>	<b>\$0</b>	<b>(F)</b>	<b>\$1,652,971</b>
<b>Unrealised (Gain)/Loss From Change in Fair Value of Investments</b>								
(\$351,008)	\$0	\$351,008	(F)	Unrealised (Gain)/Loss	\$0	\$0	(F)	\$0
<b>(\$351,008)</b>	<b>\$0</b>	<b>\$351,008</b>	<b>(F)</b>	<b>Total Unrealised (Gain)/Loss</b>	<b>\$0</b>	<b>\$0</b>	<b>(F)</b>	<b>\$0</b>
<b>(\$1,834,606)</b>	<b>(\$1,879,847)</b>	<b>(\$45,242)</b>	<b>(U)</b>	<b>OPERATING RESULT FROM OTHER ACTIVITIES</b>	<b>(\$5,195,737)</b>	<b>\$1</b>	<b>(U)</b>	<b>(\$5,195,736)</b>
Surplus	Surplus				Surplus			Surplus
<b>(\$3,506,701)</b>	<b>(\$2,068,786)</b>	<b>\$1,437,915</b>	<b>(F)</b>	<b>CHANGE IN NET ASSETS FROM OPERATIONS</b>	<b>(\$5,625,125)</b>	<b>\$0</b>	<b>(F)</b>	<b>(\$5,625,125)</b>
Surplus	Surplus				Surplus			Surplus



# CAPITAL EXPENDITURE STATEMENT

OCTOBER 2010

Full Year

Year to Date			On Order	(F) = Favourable variation (U) = Unfavourable variation	Current Budget	Forecast Change	End of Year Forecast
Actual	Budget	Variance					

## Governance and Corporate Services

\$0	\$140,744	(\$140,744)	(F)	\$24,859	<b>Purchase Vehicles - Ascot Place</b> ( 24440/00 )	\$422,232	\$0	(F)	\$422,232
\$1,420	\$8,000	(\$6,580)	(F)	\$0	<b>Purchase Furniture Fittings &amp; Equipment - Corporate Services</b> ( 24510/01 )	\$24,000	\$0	(F)	\$24,000
\$25,812	\$126,733	(\$100,921)	(F)	\$600	<b>Purchase Information Technology &amp; Communication Equipment</b> ( 24550/00 )	\$380,200	\$0	(F)	\$380,200
\$13,636	\$5,757	\$7,879	(U)	\$0	<b>Purchase Art Works</b> ( 24620/00 )	\$17,273	\$0	(F)	\$17,273
\$12,800	\$71,664	(\$58,864)	(F)	\$37,814	<b>Capital Improvement Administration Building - Ascot Place</b> ( 25240/01 )	\$215,000	\$0	(F)	\$215,000
<b>\$53,668</b>	<b>\$352,898</b>	<b>(\$299,230)</b>	<b>(F)</b>	<b>\$63,273</b>		<b>\$1,058,705</b>	<b>\$0</b>	<b>(F)</b>	<b>\$1,058,705</b>



# CAPITAL EXPENDITURE STATEMENT

## OCTOBER 2010

Full Year

Year to Date			On Order	(F) = Favourable variation (U) = Unfavourable variation	Full Year		
Actual	Budget	Variance			Current Budget	Forecast Change	End of Year Forecast
<b>Environmental Services</b>							
\$2,936	\$666	\$2,270 (U)	\$0	<b>Purchase Office Equipment - Environmental Services (24510/05)</b>	\$2,000	\$0 (F)	\$2,000
\$0	\$500	(\$500) (F)	\$0	<b>Purchase Office Furniture and Fittings - Environmental Services (24610/05)</b>	\$1,500	\$0 (F)	\$1,500
<b>\$2,936</b>	<b>\$1,166</b>	<b>\$1,770 (U)</b>	<b>\$0</b>		<b>\$3,500</b>	<b>\$0 (F)</b>	<b>\$3,500</b>
<b>Regional Development</b>							
\$0	\$333	(\$333) (F)	\$0	<b>Purchase Office Equipment - Regional Development (24510/04)</b>	\$1,000	\$0 (F)	\$1,000
\$0	\$500	(\$500) (F)	\$1,077	<b>Purchase Office Furniture and Fittings - Regional Development (24610/04)</b>	\$1,500	\$0 (F)	\$1,500
<b>\$0</b>	<b>\$833</b>	<b>(\$833) (F)</b>	<b>\$1,077</b>		<b>\$2,500</b>	<b>\$0 (F)</b>	<b>\$2,500</b>
<b>Risk Management</b>							
\$0	\$166	(\$166) (F)	\$0	<b>Purchase Office Equipment - Risk Management (24510/06)</b>	\$500	\$0 (F)	\$500
\$0	\$166	(\$166) (F)	\$0	<b>Purchase Office Furniture and Fittings - Risk Management (24610/06)</b>	\$500	\$0 (F)	\$500
<b>\$0</b>	<b>\$332</b>	<b>(\$332) (F)</b>	<b>\$0</b>		<b>\$1,000</b>	<b>\$0 (F)</b>	<b>\$1,000</b>
<b>Resource Recovery</b>							
\$0	\$16,664	(\$16,664) (F)	\$0	<b>Construct and Commission Resource Recovery Park (24399/01)</b>	\$50,000	\$0 (F)	\$50,000
\$0	\$333	(\$333) (F)	\$0	<b>Purchase Office Equipment - Resource Recovery (24510/07)</b>	\$1,000	\$0 (F)	\$1,000
\$0	\$333	(\$333) (F)	\$0	<b>Purchase Other Equipment - Resource Recovery (24590/07)</b>	\$1,000	\$0 (F)	\$1,000
\$1,932	\$333	\$1,599 (U)	\$0	<b>Purchase Office Furniture and Fittings - Resource Recovery (24610/07)</b>	\$1,000	\$0 (F)	\$1,000
<b>\$1,932</b>	<b>\$17,663</b>	<b>(\$15,731) (F)</b>	<b>\$0</b>		<b>\$53,000</b>	<b>\$0 (F)</b>	<b>\$53,000</b>



# CAPITAL EXPENDITURE STATEMENT

## OCTOBER 2010

Full Year

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

### Waste Management

\$0	\$166,666	(\$166,666)	(F)	\$0	<b>Purchase Waste Management Land - Midland Brick</b> ( 24150/02 )	\$500,000	\$0	(F)	\$500,000
\$930	\$136,666	(\$135,736)	(F)	\$650	<b>Construct Waste Management Facility Buildings - Red Hill Landfill Facility</b> ( 24250/01 )	\$410,000	\$0	(F)	\$410,000
\$0	\$200,000	(\$200,000)	(F)	\$0	<b>Construct Waste Management Facility Buildings - Hazelmere</b> ( 24250/02 )	\$200,000	\$0	(F)	\$200,000
\$0	\$20,000	(\$20,000)	(F)	\$0	<b>Investigate and Design Number 3 Workshop - Redhill Landfill Facility</b> ( 24259/01 )	\$60,000	\$0	(F)	\$60,000
\$25,338	\$7,000	\$18,338	(U)	\$0	<b>Construct Waste Management Facility Buildings - Other - Hazelmere</b> ( 24259/02 )	\$21,000	\$0	(F)	\$21,000
\$4,371	\$50,000	(\$45,629)	(F)	\$0	<b>Upgrade Power - Redhill Landfill Facility</b> ( 24259/03 )	\$50,000	\$0	(F)	\$50,000
\$0	\$0	\$0	(F)	\$0	<b>Construct Class III Cell Farm Stage 2 - Red Hill Landfill Facility</b> ( 24310/11 )	\$5,000	\$0	(F)	\$5,000
\$0	\$30,000	(\$30,000)	(F)	\$0	<b>Construct Siltation Ponds - Red Hill Landfill Facility</b> ( 24350/00 )	\$158,000	\$0	(F)	\$158,000
\$0	\$0	\$0	(F)	\$0	<b>Construct Nutrient Stripping Pond - Red Hill Landfill Facility</b> ( 24360/00 )	\$50,000	\$0	(F)	\$50,000
\$0	\$33,328	(\$33,328)	(F)	\$0	<b>Construct Roads / Carparks - Red Hill Landfill Facility</b> ( 24370/00 )	\$100,000	\$0	(F)	\$100,000
\$346	\$0	\$346	(U)	\$77,755	<b>Construct Weighbridge - Hazelmere</b> ( 24392/00 )	\$150,000	\$0	(F)	\$150,000
\$4,950	\$26,664	(\$21,715)	(F)	\$0	<b>Construct Water Storage Dams - Red Hill Landfill Facility</b> ( 24393/00 )	\$80,000	\$0	(F)	\$80,000
\$0	\$2,860	(\$2,860)	(F)	\$0	<b>Construct Perimeter Fencing - Red Hill Landfill Facility</b> ( 24394/00 )	\$8,600	\$0	(F)	\$8,600



# CAPITAL EXPENDITURE STATEMENT

## OCTOBER 2010

Full Year

Year to Date			On Order	(F) = Favourable variation (U) = Unfavourable variation	Current Budget	Forecast Change	End of Year Forecast
Actual	Budget	Variance					

### Waste Management

\$6,453	\$16,664	(\$10,211)	(F)	\$1,000	Construct Hardstand and Road - Hazelmere ( 24395/01 )	\$50,000	\$0	(F)	\$50,000
\$0	\$0	\$0	(F)	\$0	Construct Monitoring Bores - Red Hill Landfill Facility ( 24396/00 )	\$30,000	\$0	(F)	\$30,000
\$0	\$53,389	(\$53,389)	(F)	\$92,846	Construct Solar PV Tracking System - Red Hill Landfill Facility ( 24399/02 )	\$160,179	\$0	(F)	\$160,179
\$0	\$119,333	(\$119,333)	(F)	\$29,000	Purchase / Replace Plant - Red Hill Landfill Facility ( 24410/00 )	\$358,000	\$0	(F)	\$358,000
\$697,807	\$710,000	(\$12,193)	(F)	\$1,536,843	Purchase / Replace Plant - Hazelmere ( 24410/01 )	\$2,365,265	\$0	(F)	\$2,365,265
\$908	\$66,666	(\$65,758)	(F)	\$27,910	Purchase / Replace Minor Plant and Equipment-Red Hill Landfill Facility ( 24420/00 )	\$200,000	\$0	(F)	\$200,000
\$4,767	\$15,000	(\$10,233)	(F)	\$0	Purchase / Replace Minor Plant and Equipment - Hazelmere ( 24420/02 )	\$15,000	\$0	(F)	\$15,000
\$31,821	\$20,048	\$11,773	(U)	\$0	Purchase / Replace Vehicles - Red Hill Landfill Facility ( 24430/00 )	\$60,145	\$0	(F)	\$60,145
\$0	\$183	(\$183)	(F)	\$0	Purchase / Replace Office Equipment - Engineering / Waste Management ( 24510/02 )	\$550	\$0	(F)	\$550
\$0	\$2,333	(\$2,333)	(F)	\$0	Purchase / Replace Office Equipment - Red Hill Landfill Facility ( 24510/08 )	\$7,000	\$0	(F)	\$7,000
\$0	\$200	(\$200)	(F)	\$0	Purchase Fire Fighting System/Equipment - Hazelmere ( 24520/07 )	\$600	\$0	(F)	\$600
\$0	\$333	(\$333)	(F)	\$0	Purchase / Replace Fire Fighting Equipment - Red Hill Landfill Facility ( 24520/08 )	\$1,000	\$0	(F)	\$1,000
\$11,369	\$15,000	(\$3,631)	(F)	\$905	Purchase / Replace Security System - Red Hill Waste Management Facility ( 24530/08 )	\$45,000	\$0	(F)	\$45,000
\$2,780	\$13,333	(\$10,553)	(F)	\$0	Purchase / Replace Other Equipment - Red Hill Landfill Facility ( 24590/00 )	\$40,000	\$0	(F)	\$40,000



# CAPITAL EXPENDITURE STATEMENT

## OCTOBER 2010

Full Year

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

### Waste Management

\$4,418	\$8,240	(\$3,822) (F)	\$0	Purchase / Replace Miscellaneous Plant & Equipment - Hazelmere ( 24590/02 )	\$8,240	\$0 (F)	\$8,240
\$410	\$1,833	(\$1,423) (F)	\$0	Purchase/Replace Other Equipment - Engineering and Waste Management ( 24590/03 )	\$5,500	\$0 (F)	\$5,500
\$0	\$2,500	(\$2,500) (F)	\$0	Purchase Office Furniture and Fittings-Engineering and Waste Management ( 24610/03 )	\$2,500	\$0 (F)	\$2,500
\$0	\$2,166	(\$2,166) (F)	\$0	Purchase / Replace Office Furniture and Fittings - Red Hill Landfill Facility ( 24610/08 )	\$6,500	\$0 (F)	\$6,500
\$0	\$1,500	(\$1,500) (F)	\$0	Purchase Office Furniture and Fittings-Hazelmere ( 24610/10 )	\$1,500	\$0 (F)	\$1,500
\$0	\$2,997	(\$2,997) (F)	\$0	Purchase Miscellaneous Furniture and Fittings - Red Hill Education Programme ( 24690/01 )	\$9,000	\$0 (F)	\$9,000
\$0	\$2,997	(\$2,997) (F)	\$0	Refurbish Environmental Education Centre - Redhill Landfill Facility ( 25253/00 )	\$9,000	\$0 (F)	\$9,000
\$0	\$25,000	(\$25,000) (F)	\$0	Refurbish Waste Transfer Station Building - Red Hill Landfill Facility ( 25259/01 )	\$25,000	\$0 (F)	\$25,000
\$0	\$6,664	(\$6,664) (F)	\$0	Refurbish Plant - Red Hill Landfill Facility ( 25410/00 )	\$20,000	\$0 (F)	\$20,000
<b>\$796,667</b>	<b>\$1,759,563</b>	<b>(\$962,896) (F)</b>	<b>\$1,766,909</b>		<b>\$5,212,579</b>	<b>\$0 (F)</b>	<b>\$5,212,579</b>

<b>\$855,204</b>	<b>\$2,132,455</b>	<b>(\$1,277,251) (F)</b>	<b>\$1,831,259</b>	<b>TOTAL CAPITAL EXPENDITURE</b>	<b>\$6,331,284</b>	<b>\$0 (F)</b>	<b>\$6,331,284</b>
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38  
**BALANCE SHEET**  
**OCTOBER 2010**

Actual 2009/2010	Actual Year to Date		Full Year		
			Current Budget 2010/2011	Forecast Change	Forecast 2010/2011
		(F) = Favourable variation (U) = Unfavourable variation			
<b>Current Assets</b>					
\$3,819,119	\$2,950,548	Cash and Cash Equivalents	\$5,236,621	(\$4,810,537) (U)	\$426,084
\$24,625,523	\$25,860,557	Investments	\$26,688,404	\$4,810,537 (F)	\$31,498,941
\$2,484,281	\$3,045,509	Trade and Other Receivables	\$2,484,281	\$0 (F)	\$2,484,281
\$23,408	\$39,882	Inventories	\$23,408	\$0 (F)	\$23,408
\$73,514	\$116,490	Other Assets	\$73,514	\$0 (F)	\$73,514
<b>\$31,025,845</b>	<b>\$32,012,987</b>	<b>Total Current Assets</b>	<b>\$34,506,228</b>	<b>\$0 (F)</b>	<b>\$34,506,228</b>
<b>Current Liabilities</b>					
\$4,830,408	\$1,972,112	Trade and Other Payables	\$4,830,408	\$0 (F)	\$4,830,408
\$1,074,972	\$1,074,972	Provisions	\$1,109,055	\$0 (F)	\$1,109,055
<b>\$5,905,380</b>	<b>\$3,047,084</b>	<b>Total Current Liabilities</b>	<b>\$5,939,463</b>	<b>\$0 (F)</b>	<b>\$5,939,463</b>
<b>\$25,120,465</b>	<b>\$28,965,903</b>	<b>Net Current Assets</b>	<b>\$28,566,765</b>	<b>\$0 (F)</b>	<b>\$28,566,765</b>



39  
**BALANCE SHEET**  
**OCTOBER 2010**

Monday, 20 December, 2010

Actual 2009/2010	Actual Year to Date		Full Year		
			Current Budget 2010/2011	Forecast Change	Forecast 2010/2011
<b>Non Current Assets</b>					
\$7,639,917	\$7,639,917	Property Plant and Equipment	\$8,139,917	\$0 (F)	\$8,139,917
\$2,406,984	\$4,097,341	Buildings	\$3,186,118	\$0 (F)	\$3,186,118
\$11,021,749	\$11,012,094	Structures	\$10,589,581	\$0 (F)	\$10,589,581
\$5,454,459	\$4,909,762	Plant	\$6,685,536	\$0 (F)	\$6,685,536
\$341,290	\$319,408	Equipment	\$556,069	\$0 (F)	\$556,069
\$91,317	\$103,094	Furniture and Fittings	\$117,703	\$0 (F)	\$117,703
\$2,213,284	\$748,648	Work in Progress	\$2,213,284	\$0 (F)	\$2,213,284
<b>\$29,169,000</b>	<b>\$28,830,264</b>	<b>Total Non Current Assets</b>	<b>\$31,488,208</b>	<b>\$0 (F)</b>	<b>\$31,488,208</b>
<b>Non Current Liabilities</b>					
\$1,419,987	\$1,419,987	Provisions	\$1,560,370	\$0 (F)	\$1,560,370
<b>\$1,419,987</b>	<b>\$1,419,987</b>	<b>Total Non Current Liabilities</b>	<b>\$1,560,370</b>	<b>\$0 (F)</b>	<b>\$1,560,370</b>
<b>\$52,869,478</b>	<b>\$56,376,179</b>	<b>Net Assets</b>	<b>\$58,494,603</b>	<b>\$0</b>	<b>\$58,494,603</b>
<b>Equity</b>					
\$26,333,080	\$26,333,080	Accumulated Surplus/Deficit	\$31,958,205	\$0 (F)	\$31,958,205
\$26,536,398	\$26,536,398	Cash Backed Reserves	\$26,536,398	\$0 (F)	\$26,536,398
<b>\$0</b>	<b>\$3,506,701</b>	<b>Net change in assets from operations</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>\$52,869,478</b>	<b>\$56,376,179</b>	<b>Total Equity</b>	<b>\$58,494,603</b>	<b>\$0 (F)</b>	<b>\$58,494,603</b>

Note : A negative value in the Forecast Change column of the Equity section results in a favourable increase in the equity position of the organisation.



# 40 CASH AND INVESTMENTS

OCTOBER 2010

Full Year

Actual 2009/2010	YTD Actual 2010/2011	(F) = Favourable variation (U) = Unfavourable variation	Current Budget 2010/2011	Forecast Change	Forecast 2010/2011
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## Municipal Cash and Investments

3,815,819	2,947,048	Cash at Bank - Municipal Fund 01001/00	5,233,321	(4,810,537)	(U)	422,784
1,250	1,250	Cash on Hand - Ascot Place 01019/00	1,250	0	(F)	1,250
600	600	Cash on Hand - Walliston/Mathieson & Coppin Road Transfer Stations 01019/01	600	0	(F)	600
1,450	1,650	Cash on Hand - Red Hill / Hazelmere 01019/02	1,450	0	(F)	1,450
6,243,092	6,716,504	Investments - Municipal Fund 02021/00	1,781,357	4,810,537	(F)	6,591,894
<b>10,062,210</b>	<b>9,667,052</b>	<b>Total Municipal Cash</b>	<b>7,017,977</b>	<b>0</b>	<b>(F)</b>	<b>7,017,977</b>

## Restricted Cash and Investments

387,395	391,854	Restricted Investments - Plant and Equipment 02022/01	117,727	0	(F)	117,727
2,660,225	2,690,847	Restricted Investments - Site Rehabilitation Red Hill 02022/02	2,626,312	0	(F)	2,626,312
510,222	516,095	Restricted Investments - Future Development 02022/03	1,744,546	0	(F)	1,744,546
292,292	295,657	Restricted Investments - Environmental Monitoring Red Hill 02022/04	312,193	0	(F)	312,193
224,245	226,826	Restricted Investments - Environmental Insurance Red Hill 02022/05	215,457	0	(F)	215,457
10,929	11,055	Restricted Investments - Risk Management 02022/06	11,673	0	(F)	11,673
225,485	228,080	Restricted Investments - Class IV Cells Red Hill 02022/07	287,660	0	(F)	287,660
294,281	297,669	Restricted Investments - Regional Development 02022/08	32,216	0	(F)	32,216
19,029,568	19,248,617	Restricted Investments - Secondary Waste Processing 02022/09	23,741,107	0	(F)	23,741,107
944,959	955,837	Restricted Investments - Class III Cells 02022/10	1,948,091	0	(F)	1,948,091
55,180	55,816	Restricted Investments - Building Refurbishment (Ascot Place) 02022/11	58,938	0	(F)	58,938
(6,809,218)	(6,337,578)	Restricted Investments - Unrealised Loss/Gain on Investments 02022/20	(6,809,218)	0	(F)	(6,809,218)
556,867	563,278	Restricted Investments - Long Service Leave 02022/90	620,344	0	(F)	620,344
<b>18,382,432</b>	<b>19,144,053</b>	<b>Total Restricted Cash</b>	<b>24,907,048</b>	<b>0</b>	<b>(F)</b>	<b>24,907,048</b>
<b>28,444,642</b>	<b>28,811,105</b>	<b>TOTAL CASH AND INVESTMENTS</b>	<b>31,925,025</b>	<b>0</b>	<b>(F)</b>	<b>31,925,025</b>

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

October 2010

Investment Report Including CDOs

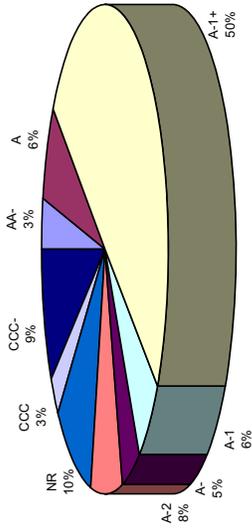
I. Overall Portfolio Limits

S&P Long Term Rating	S&P Long Term Rating	% Portfolio	Investment Maximum %	Comments
AAA	A-1+	61.45%	100%	Includes Bank Guarantee <sup>1</sup>
AA	A-1	6.31%	100%	
A	A-2	12.63%	60%	
BBB		0.00%	0%	
CCC and less		19.60%	0%	Policy Breached <sup>2</sup>
		<u>100.00%</u>		

Notes

1. AAA tranche includes \$1m term deposits with banks that have a lower than AAA rating but is covered by the Bank Guarantee
2. Policy breach above relates to the \$7.06m Lehman Brothers CDOs investment

Investment by S&P Rating



Investment Report Excluding CDOs

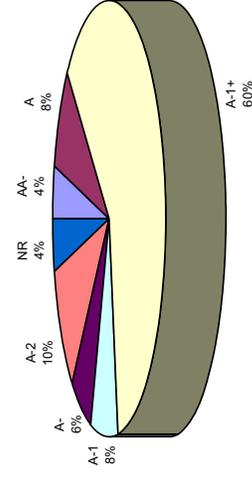
I. Overall Portfolio Limits

S&P Long Term Rating	S&P Long Term Rating	% Portfolio	Investment Maximum %	Comments
AAA	A-1+	76.44%	100%	Includes Bank Guarantee <sup>3</sup>
AA	A-1	7.85%	100%	
A	A-2	15.71%	60%	
BBB		0.00%	0%	
CCC and less		0.00%	0%	
		<u>100.00%</u>		

Notes

3. AAA tranche includes \$1m term deposits with banks that have a lower than AAA rating but is covered by the Bank Guarantee

Investment by S&P Rating (excluding CDOs)



EMRC Investment Report

October 2010

Investment Report Including CDOs

Investment Report Excluding CDOs

II. Counterparty Credit Framework

II. Counterparty Credit Framework

	% Portfolio	Comments
NAB	25.26%	
Westpac	15.68%	
Bankwest	9.47%	
Macquarie Bank	4.74%	
Suncorp Metway	3.16%	
Bank of Queensland	3.16%	
Members equity bank	3.16%	
HSBC FRN	3.16%	
ING	3.16%	
Credit Union Australia	3.16%	
Elders Rural Bank	1.58%	
St. George Bank	1.58%	
Deutsche Bank	1.58%	
Royal Bank of Scotland	1.58%	
Lehman Brothers	19.60%	Policy breached <sup>4</sup>

	% Portfolio	Comments
NAB	31.41%	
Westpac	19.50%	
Bankwest	11.78%	
Macquarie Bank	5.89%	
Suncorp Metway	3.93%	
Bank of Queensland	3.93%	
Members equity bank	3.93%	
HSBC FRN	3.93%	
ING	3.93%	
Credit Union Australia	3.93%	
Elders Rural Bank	1.96%	
St. George Bank	1.96%	
Deutsche Bank	1.96%	
Royal Bank of Scotland	1.96%	

Notes

4. Policy breach above relates to the Lehman Bros CDOs investment

III. Term to Maturity Framework

III. Term to Maturity Framework

Maturity Profile	Investment Policy Guidelines		Comments
	% Portfolio	% IMax	
Less Than 1 Year	70.92%	40%	100%
Greater Than 1 year	15.63%	0%	60%
Greater Than 3 Years	13.20%	0%	35%
Greater Than 5 Years	0.00%	0%	25%
Greater Than 6 Years	0.25%	0%	0%
	<u>100.00%</u>		

Maturity Profile	Investment Policy Guidelines		Comments
	% Portfolio	% Min	
Less Than 1 Year	88.220%	40%	100%
Greater Than 1 year	9.817%	0%	60%
Greater Than 3 Years	1.963%	0%	35%
Greater Than 5 Years	0.000%	0%	25%
Greater Than 6 Years	0.000%	0%	0%
	<u>100.00%</u>		

Notes

5. Policy breach above relates to a \$80,000 Lehman Brothers CDO with a term to March 2017

NB: This report is consistent with the reporting requirements of the Policy 3.5 - Management of Investments Policy which only became effective from September 2010



### **14.3 FINANCIAL REPORT FOR PERIOD ENDED 30 NOVEMBER 2010**

**REFERENCE: COMMITTEES-11720**

#### **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 30 November 2010.

#### **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 30 November 2010 have been identified and are reported on in the body of the report.

#### **Recommendation(s)**

That the Income Statement, Capital Expenditure Statement, Balance Sheet and the Statement of Cash and Investments for the period ended 30 November 2010 be received.

#### **SOURCE OF REPORT**

Director Corporate Services  
Manager Financial Services

#### **BACKGROUND**

It is a requirement of the Local Government (Financial Management) Regulations 1996 (Regulation 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 2010/2011 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.

The initial forecast review for 2010/2011 will be undertaken in February 2011 and will be based on the financial performance to the period ended 31 December 2010.

A Balance Sheet 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 summaries for the period ended 30 November 2010. 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 14.3 continued*

**Income Statement - Nature and Type (refer Attachment 1)**

The operating result from normal activities as at 30 November 2010 is a favourable variance of \$2,084,092. The following information is provided on key aspects of Council's financial performance:

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<b><u>Operating Income</u></b>	<i>Year to Date</i>	A favourable variance of \$570,813 (5.01%).
	<i>End of Year Forecast</i>	As per Budget - not yet due to be reviewed.

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Operating Income variances previously reported to Council:

1. Year to date Special Charges of \$106,851 is \$22,909 (17.65%) below the YTD budget. This is attributable to lower than budgeted Community Waste Education Income from member Councils (\$11,512) and WMRC (\$11,397) as a result of lower than budgeted tonnages.
2. Contribution Income of \$449,123 is \$233,853 (108.63%) above the YTD budget. The variance is a result of timing differences for the following projects:
  - Regional Tourism Development;
  - Regional Development Business Unit;
  - Eastern Hills Catchment Management Project (EHCMP);
  - Achieving Carbon Emissions Reduction (ACER);
  - Future Proofing Climate Change Adaptation Project;
  - Perth Solar City Project; and
  - Income Regional Water Campaign.
3. Year to date Operating Grants of \$868,830 is \$119,695 (15.98%) above the YTD budget. This variance is attributable to the timing of various projects including the grants for the Perth Solar City Project, Avon Descent, Hazelmere site and Eastern Hills Catchment Management project. The variance also includes the unbudgeted additional funding of \$20,000 for the Bushland Phytophthora Dieback project and \$16,017 for the Earth Carers Volunteer program.
4. Year to date Interest Earnings on Municipal Cash and Investments of \$293,448 is \$231,268 above the YTD budget provision of \$62,180. This is offset by the year to date Interest Earnings on Restricted Cash Investments which is \$282,797 below the YTD budget. This variation between the two categories of income is a result of the accounting treatment of accrued interest applicable to the Municipal and Reserve funds. Interest earnings income is allocated to the appropriate funds when received.

Operating Income variances not previously reported to Council

1. Year to date Other income of \$485,665 is \$68,630 (16.5%) above the YTD budget provision of \$417,035. This is attributable principally to income of \$453,404 compared to a YTD budget provision of \$351,420 derived from the sale of laterite and greenwaste products from the Red Hill Waste Disposal site, together with income generated from the sale of various products at the Coppin and Mathieson Road Transfer Stations.

There were no further significant Operating Income variances as at 30 November 2010.

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*Item 14.3 continued*

<b><u>Operating Expenditure</u></b>	<i>Year to Date</i>	A favourable variance of \$1,513,279 (13.59%).
	<i>End of Year Forecast</i>	As per Budget - not yet due to be reviewed.

Operating Expenditure variances previously reported to Council:

1. Contract Expenses of \$1,683,461 is \$766,407 (31.28%) lower than the YTD budget due predominantly to the timing of various projects. Major variations below the YTD budget include the Perth Solar City Living Smart program and demonstration projects (\$141,240), Red Hill Water Monitoring (\$49,429), Red Hill Groundwater Remediation (\$39,865), Operate and Maintain Plant (\$37,589), Manage Engineering/Waste Management Business Unit (\$50,022) Undertake Geotechnical Investigations project (\$83,330), Operate and Maintain Class III Cells intermediate / daily cover (\$61,828), as well as various Regional Development projects (\$159,018) and various Corporate Services activities (\$119,479).
2. Year to date Material Expenses are \$209,928 (45.48%) below the YTD budget provisions. The principal variation relates to \$58,291 expenditure to date compared to a YTD budget provision of \$125,000 on materials for the supply of intermediate/daily cover for the Class III waste disposal cell. This is attributable to a new type of fibre-based material used for intermediate/daily cover which is more cost effective as well as the timing of purchasing the materials. Other projects from Waste Management contribute \$78,613 to the variance. Variances in Corporate Services activities (\$36,315) and Environmental Services projects (\$19,988) further add to the below YTD budget variance.
3. Year to date Utility Expenses totalling \$49,033 are \$17,187 (25.88%) below the YTD budget provision of \$66,155. Major variations include the low level of electricity consumed to date at the Hazelmere site (\$1,026 compared to a YTD budget provision of \$8,010) together with the low level of electricity consumed to date at the EMRC Administration office (\$11,336 compared to a YTD budget provision of \$17,625).
4. Depreciation Expenses of \$1,268,108 are \$223,132 (14.96%) below the YTD budget provision. The variation is attributable to the timing of the capital expenditure.

There were no further significant Operating Expenditure variances as at 30 November 2010.

<b><u>*Other Revenues and Expenses (Net)</u></b>	<i>Year to Date</i>	A negative variance of \$6,249 (0.28%).
	<i>End of Year Forecast</i>	As per Budget - not yet due to be reviewed.

*\* Note: This section also includes Unrealised Gain/Loss from change in fair value of Investments*

Other Revenues and Expenses variances:

1. As outlined above, year to date Interest Earnings on Restricted Cash Investments is \$282,797 below the YTD budget provision of \$714,170. This is offset by the year to date Interest earnings on Municipal Cash and Investments which is \$231,268 more than the YTD budget. This variation between the two categories of income is a result of the accounting treatment of accrued interest applicable to the Municipal and Reserve funds. Interest earnings income is allocated to the appropriate funds when received.
2. Year to date Proceeds from Sale of Assets are \$49,429 (26.64%) below the year to date budget provision of \$185,565. This relates specifically to the timing on the disposal by auction of fleet vehicles due for change over.
3. Salary Expenses are \$53,572 (41.17%) below the budget on a year to date basis. This is primarily attributable to the delay in recruiting of a new budgeted staff member (Project Development Officer) for Resource Recovery.



*Item 14.3 continued*

4. Miscellaneous Expenses to date are \$20,418 (43.10%) below the YTD budget provision of \$47,375. Major variations relate to the nil expenditure to date on the Resource Recovery Study Tour compared to a YTD budget provision of \$12,080, and the timing of advertising yet to be undertaken for the Resource Recovery Task 15 - Seek Environmental Approvals (YTD budget provision of \$8,330).
5. Year to date Carrying Amount of Assets Disposed Of is \$41,452 (29.17%) below the year to date budget provision of \$142,080. This relates specifically to the timing on the disposal by auction of fleet vehicles due for change over.
6. The Unrealised Gains or Loss from the change in fair value of investments for the period ending 30 November 2010 is an unrealised gain of \$359,929. This is made up of an unrealised profit of \$41,535 from the change in value of ADI's and the write-back of \$318,394 unrealised loss due to the sale of a CDO and the maturity of two (2) ADI's during the year.

Unrealised Gains or Losses represent a fair market value measurement of the financial instruments during the period in which they are held, i.e. marked to market. It should be noted that actual gains or losses on financial instruments will not be realised until such time as the individual investments are sold.

There were no further significant Other Revenues and Expenses variances as 30 November 2010.

**Capital Expenditure Statement (refer Attachment 2)**

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<b><u>Capital Expenditure</u></b>	<i>Year to Date</i>	A favourable variance of \$2,358,795
	<i>End of Year Forecast</i>	As per Budget - not yet due to be reviewed.

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Capital Expenditure variances:

A favourable variance of \$2,358,795 exists as at 30 November 2010 when comparing to the year to date budget provision. The year to date budget provisions are used as a guide only as expenditure of a capital nature is undertaken as and when required.

**Balance Sheet (refer Attachment 3)**

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

Currently, as end of year forecasts are yet to be reviewed, the forecast balances as at 30 November 2010 are as per budget estimates.

**Statement of Cash and Investments (refer Attachment 4)**

The level of Cash and Investments in the Municipal fund as at 30 November 2010 is \$11,168,985 and Restricted Assets amount to \$19,197,749. This figure is net of cumulative unrealised losses of \$6,328,657 which have been provided for in this amount.

The total level of Cash and Investments as at 30 November 2010 is \$30,366,734.

The net movement for the month is an increase of \$1,555,629.

The Forecast for 2010/2011 represents the expected balances for the Municipal and Reserve funds as at the end of the financial year. Currently, as end of year forecasts are yet to be reviewed the forecast balances as at 30 November 2010 are as per budget estimates.

The year to date actual Municipal cash and Investments reflects the current balance to date and is dependent on the timing of payments made and income received. It should also be noted that the transfers to and from the Reserve funds are undertaken as at the end of the financial year. This will reduce the Municipal fund Cash and Investments balance to budget expectations.

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*Item 14.3 continued*

**Investment Report (refer Attachment 5)**

One term deposit matured in the month of November and was re-invested into a further term deposit.

**STRATEGIC/POLICY IMPLICATIONS**

Key Result Area 4 – Good Governance

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

**FINANCIAL IMPLICATIONS**

As outlined in the attached financial reports.

**SUSTAINABILITY IMPLICATIONS**

Nil

ATTACHMENT(S)

1. Income Statement by Nature and Type (Ref: Committees-11819)
2. Capital Expenditure Statement (Ref: Committees-11820)
3. Balance Sheet (Ref: Committees-11821)
4. Statement of Cash and Investments (Ref: Committees-11818)
5. Investment Report (Ref: Committees-11826)

VOTING REQUIREMENT

Simple Majority

**RECOMMENDATION(S)**

That the Income Statement, Capital Expenditure Statement, Balance Sheet, Statement of Cash and Investments and Investment Report for the period ended 30 November 2010 be received.

**COUNCIL RESOLUTION(S)**

MOVED CR GANGELL

SECONDED CR MCKECHNIE

THAT THE INCOME STATEMENT, CAPITAL EXPENDITURE STATEMENT, BALANCE SHEET AND THE STATEMENT OF CASH AND INVESTMENTS FOR THE PERIOD ENDED 30 NOVEMBER 2010 BE RECEIVED.

**CARRIED UNANIMOUSLY**



## INCOME STATEMENT Nature and Type

Year to Date			November 2010		Full Year			
Actual	Budget	Variance		Current Budget	Forecast Change	End of Year Forecast		
<b>Operating Income</b>								
(\$9,485,880)	(\$9,530,340)	(\$44,460)	(U)	User Charges	(\$23,105,970)	(\$1)	(F)	(\$23,105,971)
(\$106,851)	(\$129,760)	(\$22,909)	(U)	Special Charges	(\$311,456)	\$1	(U)	(\$311,455)
(\$449,123)	(\$215,270)	\$233,853	(F)	Contributions	(\$516,826)	\$0	(F)	(\$516,826)
(\$868,830)	(\$749,135)	\$119,695	(F)	Operating Grants	(\$1,797,977)	\$0	(F)	(\$1,797,977)
(\$293,448)	(\$62,180)	\$231,268	(F)	Interest Municipal Cash Investments	(\$149,250)	\$0	(F)	(\$149,250)
(\$272,900)	(\$288,165)	(\$15,265)	(U)	Reimbursements	(\$691,746)	\$0	(F)	(\$691,746)
(\$485,665)	(\$417,035)	\$68,630	(F)	Other	(\$1,000,943)	\$0	(F)	(\$1,000,943)
<b>(\$11,962,698)</b>	<b>(\$11,391,885)</b>	<b>\$570,813</b>	<b>(F)</b>	<b>Total Operating Income</b>	<b>(\$27,574,168)</b>	<b>\$0</b>	<b>(F)</b>	<b>(\$27,574,168)</b>
<b>Operating Expenditure</b>								
\$2,741,980	\$2,843,694	\$101,715	(F)	Salary Expenses	\$7,129,055	\$0	(F)	\$7,129,055
\$1,683,461	\$2,449,868	\$766,407	(F)	Contract Expenses	\$5,891,006	(\$1)	(F)	\$5,891,006
\$251,677	\$461,605	\$209,928	(F)	Material Expenses	\$1,109,227	\$0	(F)	\$1,109,227
\$49,033	\$66,155	\$17,122	(F)	Utility Expenses	\$158,436	\$0	(F)	\$158,436
\$270,553	\$287,740	\$17,187	(F)	Fuel Expenses	\$690,630	\$0	(F)	\$690,630
\$6,343	\$5,375	(\$968)	(U)	Finance Fees and Interest Expenses	\$12,900	\$0	(F)	\$12,900
\$140,601	\$136,751	(\$3,850)	(U)	Insurance Expenses	\$194,530	\$0	(F)	\$194,530
\$1,268,108	\$1,491,240	\$223,132	(F)	Depreciation Expenses	\$3,579,279	\$0	(F)	\$3,579,279
\$3,310,829	\$3,486,220	\$175,391	(F)	Miscellaneous Expenses	\$8,459,575	\$0	(F)	\$8,459,575
\$0	\$0	\$0	(F)	Provision Expenses	\$140,383	\$0	(F)	\$140,383
(\$99,347)	(\$92,131)	\$7,216	(F)	Costs Allocated	(\$220,241)	\$0	(F)	(\$220,241)
<b>\$9,623,239</b>	<b>\$11,136,517</b>	<b>\$1,513,279</b>	<b>(F)</b>	<b>Total Operating Expenditure</b>	<b>\$27,144,780</b>	<b>(\$1)</b>	<b>(F)</b>	<b>\$27,144,779</b>
<b>(\$2,339,459)</b>	<b>(\$255,368)</b>	<b>\$2,084,092</b>	<b>(F)</b>	<b>OPERATING RESULT FROM NORMAL ACTIVITIES</b>	<b>(\$429,388)</b>	<b>(\$1)</b>	<b>(F)</b>	<b>(\$429,389)</b>
Surplus	Surplus				Surplus			Surplus

Notes:

1. User Charges - include member Councils, WMRC 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 p



## INCOME STATEMENT Nature and Type

Year to Date			November 2010			Full Year		
Actual	Budget	Variance		Current Budget	Forecast Change	End of Year Forecast		
<b>Other Revenues</b>								
(\$1,784,665)	(\$1,953,195)	(\$168,530)	(U)	Secondary Waste Charge	(\$4,687,717)	\$1	(U)	(\$4,687,716)
(\$431,373)	(\$714,170)	(\$282,797)	(U)	Interest Restricted Cash Investments	(\$1,714,079)	\$0	(F)	(\$1,714,079)
(\$105)	(\$645)	(\$540)	(U)	Reimbursements	(\$1,550)	\$0	(F)	(\$1,550)
(\$136,136)	(\$185,565)	(\$49,429)	(U)	Proceeds from Sale of Assets	(\$445,362)	\$0	(F)	(\$445,362)
<b>(\$2,352,280)</b>	<b>(\$2,853,575)</b>	<b>(\$501,295)</b>	<b>(U)</b>	<b>Total Other Revenues</b>	<b>(\$6,848,708)</b>	<b>\$1</b>	<b>(U)</b>	<b>(\$6,848,707)</b>
<b>Other Expenses</b>								
\$76,542	\$130,114	\$53,572	(F)	Salary Expenses	\$328,928	\$0	(F)	\$328,928
\$198,579	\$216,860	\$18,281	(F)	Contract Expenses	\$520,600	\$0	(F)	\$520,600
\$4,201	\$13,105	\$8,904	(F)	Material Expenses	\$31,550	\$0	(F)	\$31,550
\$1,088	\$1,330	\$243	(F)	Utility Expenses	\$3,200	\$0	(F)	\$3,200
\$857	\$980	\$123	(F)	Insurance Expenses	\$2,355	\$0	(F)	\$2,355
\$2,634	\$2,725	\$91	(F)	Depreciation Expenses	\$6,556	\$0	(F)	\$6,556
\$26,957	\$47,375	\$20,418	(F)	Miscellaneous Expenses	\$113,800	\$0	(F)	\$113,800
\$100,628	\$142,080	\$41,452	(F)	Carrying Amount of Assets Disposed Of	\$426,241	\$0	(F)	\$426,241
\$99,515	\$91,550	(\$7,965)	(U)	Costs Allocated	\$219,741	\$0	(F)	\$219,741
<b>\$511,001</b>	<b>\$646,119</b>	<b>\$135,117</b>	<b>(F)</b>	<b>Total Other Expenses</b>	<b>\$1,652,971</b>	<b>\$0</b>	<b>(F)</b>	<b>\$1,652,971</b>
<b>Unrealised (Gain)/Loss From Change in Fair Value of Investments</b>								
(\$359,929)	\$0	\$359,929	(F)	Unrealised (Gain)/Loss	\$0	\$0	(F)	\$0
<b>(\$359,929)</b>	<b>\$0</b>	<b>\$359,929</b>	<b>(F)</b>	<b>Total Unrealised (Gain)/Loss</b>	<b>\$0</b>	<b>\$0</b>	<b>(F)</b>	<b>\$0</b>
<b>(\$2,201,207)</b>	<b>(\$2,207,456)</b>	<b>(\$6,249)</b>	<b>(U)</b>	<b>OPERATING RESULT FROM OTHER ACTIVITIES</b>	<b>(\$5,195,737)</b>	<b>\$1</b>	<b>(U)</b>	<b>(\$5,195,736)</b>
Surplus	Surplus				Surplus			Surplus
<b>(\$4,540,667)</b>	<b>(\$2,462,824)</b>	<b>\$2,077,843</b>	<b>(F)</b>	<b>CHANGE IN NET ASSETS FROM OPERATIONS</b>	<b>(\$5,625,125)</b>	<b>\$0</b>	<b>(F)</b>	<b>(\$5,625,125)</b>
Surplus	Surplus				Surplus			Surplus



50

## CAPITAL EXPENDITURE STATEMENT

### NOVEMBER 2010

### Full Year

Year to Date			On Order	(F) = Favourable variation (U) = Unfavourable variation	Current Budget	Forecast Change	End of Year Forecast
Actual	Budget	Variance					
<b>Governance and Corporate Services</b>							
\$29,126	\$140,744	(\$111,618) (F)	\$24,859	<b>Purchase Vehicles - Ascot Place ( 24440/00 )</b>	\$422,232	\$0 (F)	\$422,232
\$1,420	\$8,000	(\$6,580) (F)	\$0	<b>Purchase Furniture Fittings &amp; Equipment - Corporate Services ( 24510/01 )</b>	\$24,000	\$0 (F)	\$24,000
\$26,407	\$126,733	(\$100,326) (F)	\$600	<b>Purchase Information Technology &amp; Communication Equipment ( 24550/00 )</b>	\$380,200	\$0 (F)	\$380,200
\$13,636	\$5,757	\$7,879 (U)	\$0	<b>Purchase Art Works ( 24620/00 )</b>	\$17,273	\$0 (F)	\$17,273
\$26,280	\$89,580	(\$63,300) (F)	\$37,814	<b>Capital Improvement Administration Building - Ascot Place ( 25240/01 )</b>	\$215,000	\$0 (F)	\$215,000
<b>\$96,869</b>	<b>\$370,814</b>	<b>(\$273,945) (F)</b>	<b>\$63,273</b>		<b>\$1,058,705</b>	<b>\$0 (F)</b>	<b>\$1,058,705</b>



# CAPITAL EXPENDITURE STATEMENT

## NOVEMBER 2010

Full Year

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

### Environmental Services

\$2,936	\$666	\$2,270 (U)		\$0 Purchase Office Equipment - Environmental Services ( 24510/05 )	\$2,000	\$0 (F)	\$2,000
\$0	\$500	(\$500) (F)		\$0 Purchase Office Furniture and Fittings - Environmental Services ( 24610/05 )	\$1,500	\$0 (F)	\$1,500
<b>\$2,936</b>	<b>\$1,166</b>	<b>\$1,770 (U)</b>	<b>\$0</b>		<b>\$3,500</b>	<b>\$0 (F)</b>	<b>\$3,500</b>

### Regional Development

\$0	\$333	(\$333) (F)		\$0 Purchase Office Equipment - Regional Development ( 24510/04 )	\$1,000	\$0 (F)	\$1,000
\$0	\$500	(\$500) (F)		\$0 Purchase Office Furniture and Fittings - Regional Development ( 24610/04 )	\$1,500	\$0 (F)	\$1,500
<b>\$0</b>	<b>\$833</b>	<b>(\$833) (F)</b>	<b>\$0</b>		<b>\$2,500</b>	<b>\$0 (F)</b>	<b>\$2,500</b>

### Risk Management

\$0	\$166	(\$166) (F)		\$0 Purchase Office Equipment - Risk Management ( 24510/06 )	\$500	\$0 (F)	\$500
\$0	\$166	(\$166) (F)		\$0 Purchase Office Furniture and Fittings - Risk Management ( 24610/06 )	\$500	\$0 (F)	\$500
<b>\$0</b>	<b>\$332</b>	<b>(\$332) (F)</b>	<b>\$0</b>		<b>\$1,000</b>	<b>\$0 (F)</b>	<b>\$1,000</b>

### Resource Recovery

\$253	\$0	\$253 (U)		\$0 Construct and Commission Resource Recovery Facility ( 24399/00 )	\$0	\$0 (F)	\$0
\$0	\$20,830	(\$20,830) (F)		\$0 Construct and Commission Resource Recovery Park ( 24399/01 )	\$50,000	\$0 (F)	\$50,000
\$0	\$333	(\$333) (F)		\$0 Purchase Office Equipment - Resource Recovery ( 24510/07 )	\$1,000	\$0 (F)	\$1,000
<b>\$9,504</b>	<b>\$333</b>	<b>\$9,171 (U)</b>	<b>\$3,443</b>	<b>Purchase Other Equipment - Resource Recovery ( 24590/07 )</b>	<b>\$1,000</b>	<b>\$0 (F)</b>	<b>\$1,000</b>



# CAPITAL EXPENDITURE STATEMENT

## NOVEMBER 2010

Full Year

Year to Date			On Order	(F) = Favourable variation (U) = Unfavourable variation	Current Budget	Forecast Change	End of Year Forecast
Actual	Budget	Variance					
<b>Resource Recovery</b>							
\$1,932	\$333	\$1,599 (U)	\$0	Purchase Office Furniture and Fittings - Resource Recovery ( 24610/07 )	\$1,000	\$0 (F)	\$1,000
<b>\$11,689</b>	<b>\$21,829</b>	<b>(\$10,140) (F)</b>	<b>\$3,443</b>		<b>\$53,000</b>	<b>\$0 (F)</b>	<b>\$53,000</b>

## Waste Management

\$0	\$166,666	(\$166,666) (F)	\$0	Purchase Waste Management Land - Midland Brick ( 24150/02 )	\$500,000	\$0 (F)	\$500,000
\$930	\$164,166	(\$163,236) (F)	\$650	Construct Waste Management Facility Buildings - Red Hill Landfill Facility ( 24250/01 )	\$410,000	\$0 (F)	\$410,000
\$2,376	\$200,000	(\$197,624) (F)	\$0	Construct Waste Management Facility Buildings - Hazelmere ( 24250/02 )	\$200,000	\$0 (F)	\$200,000
\$0	\$25,000	(\$25,000) (F)	\$0	Investigate and Design Number 3 Workshop - Redhill Landfill Facility ( 24259/01 )	\$60,000	\$0 (F)	\$60,000
\$27,521	\$8,750	\$18,771 (U)	\$8,636	Construct Waste Management Facility Buildings - Other - Hazelmere ( 24259/02 )	\$21,000	\$0 (F)	\$21,000
\$1,422	\$50,000	(\$48,578) (F)	\$0	Upgrade Power - Redhill Landfill Facility ( 24259/03 )	\$50,000	\$0 (F)	\$50,000
\$0	\$5,000	(\$5,000) (F)	\$0	Construct Class III Cell Farm Stage 2 - Red Hill Landfill Facility ( 24310/11 )	\$5,000	\$0 (F)	\$5,000
\$0	\$30,000	(\$30,000) (F)	\$0	Construct Siltation Ponds - Red Hill Landfill Facility ( 24350/00 )	\$158,000	\$0 (F)	\$158,000
\$0	\$0	\$0 (F)	\$0	Construct Nutrient Stripping Pond - Red Hill Landfill Facility ( 24360/00 )	\$50,000	\$0 (F)	\$50,000
\$0	\$41,660	(\$41,660) (F)	\$0	Construct Roads / Carparks - Red Hill Landfill Facility ( 24370/00 )	\$100,000	\$0 (F)	\$100,000
\$16,441	\$0	\$16,441 (U)	\$57,655	Construct Weighbridge - Hazelmere ( 24392/00 )	\$150,000	\$0 (F)	\$150,000



# CAPITAL EXPENDITURE STATEMENT

## NOVEMBER 2010

Full Year

Year to Date			On Order	(F) = Favourable variation (U) = Unfavourable variation	Current Budget	Forecast Change	End of Year Forecast
Actual	Budget	Variance					
<b>Waste Management</b>							
\$4,950	\$33,330	(\$28,381) (F)	\$0	Construct Water Storage Dams - Red Hill Landfill Facility ( 24393/00 )	\$80,000	\$0 (F)	\$80,000
\$0	\$3,575	(\$3,575) (F)	\$0	Construct Perimeter Fencing - Red Hill Landfill Facility ( 24394/00 )	\$8,600	\$0 (F)	\$8,600
\$6,453	\$20,830	(\$14,377) (F)	\$17,000	Construct Hardstand and Road - Hazelmere ( 24395/01 )	\$50,000	\$0 (F)	\$50,000
\$0	\$0	\$0 (F)	\$0	Construct Monitoring Bores - Red Hill Landfill Facility ( 24396/00 )	\$30,000	\$0 (F)	\$30,000
\$42,727	\$66,528	(\$23,801) (F)	\$92,846	Construct Solar PV Tracking System - Red Hill Landfill Facility ( 24399/02 )	\$160,179	\$0 (F)	\$160,179
\$0	\$119,333	(\$119,333) (F)	\$0	Purchase / Replace Plant - Red Hill Landfill Facility ( 24410/00 )	\$358,000	\$0 (F)	\$358,000
\$697,807	\$1,808,000	(\$1,110,193) (F)	\$1,571,858	Purchase / Replace Plant - Hazelmere ( 24410/01 )	\$2,365,265	\$0 (F)	\$2,365,265
\$908	\$66,666	(\$65,758) (F)	\$27,910	Purchase / Replace Minor Plant and Equipment-Red Hill Landfill Facility ( 24420/00 )	\$200,000	\$0 (F)	\$200,000
\$4,767	\$15,000	(\$10,233) (F)	\$0	Purchase / Replace Minor Plant and Equipment - Hazelmere ( 24420/02 )	\$15,000	\$0 (F)	\$15,000
\$31,821	\$20,048	\$11,773 (U)	\$0	Purchase / Replace Vehicles - Red Hill Landfill Facility ( 24430/00 )	\$60,145	\$0 (F)	\$60,145
\$0	\$183	(\$183) (F)	\$0	Purchase / Replace Office Equipment - Engineering / Waste Management ( 24510/02 )	\$550	\$0 (F)	\$550
\$0	\$2,333	(\$2,333) (F)	\$0	Purchase / Replace Office Equipment - Red Hill Landfill Facility ( 24510/08 )	\$7,000	\$0 (F)	\$7,000
\$0	\$200	(\$200) (F)	\$0	Purchase Fire Fighting System/Equipment - Hazelmere ( 24520/07 )	\$600	\$0 (F)	\$600
\$0	\$333	(\$333) (F)	\$0	Purchase / Replace Fire Fighting Equipment - Red Hill Landfill Facility ( 24520/08 )	\$1,000	\$0 (F)	\$1,000



# CAPITAL EXPENDITURE STATEMENT

## NOVEMBER 2010

Full Year

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

### Waste Management

\$11,369	\$15,000	(\$3,631) (F)	\$0	Purchase / Replace Security System - Red Hill Waste Management Facility ( 24530/08 )	\$45,000	\$0 (F)	\$45,000
\$3,194	\$13,333	(\$10,139) (F)	\$0	Purchase / Replace Other Equipment - Red Hill Landfill Facility ( 24590/00 )	\$40,000	\$0 (F)	\$40,000
\$4,418	\$8,240	(\$3,822) (F)	\$0	Purchase / Replace Miscellaneous Plant & Equipment - Hazelmere ( 24590/02 )	\$8,240	\$0 (F)	\$8,240
\$410	\$1,833	(\$1,423) (F)	\$0	Purchase/Replace Other Equipment - Engineering and Waste Management ( 24590/03 )	\$5,500	\$0 (F)	\$5,500
\$0	\$2,500	(\$2,500) (F)	\$0	Purchase Office Furniture and Fittings-Engineering and Waste Management ( 24610/03 )	\$2,500	\$0 (F)	\$2,500
\$0	\$2,166	(\$2,166) (F)	\$0	Purchase / Replace Office Furniture and Fittings - Red Hill Landfill Facility ( 24610/08 )	\$6,500	\$0 (F)	\$6,500
\$0	\$1,500	(\$1,500) (F)	\$0	Purchase Office Furniture and Fittings-Hazelmere ( 24610/10 )	\$1,500	\$0 (F)	\$1,500
\$0	\$3,663	(\$3,663) (F)	\$0	Purchase Miscellaneous Furniture and Fittings - Red Hill Education Programme ( 24690/01 )	\$9,000	\$0 (F)	\$9,000
\$0	\$3,663	(\$3,663) (F)	\$0	Refurbish Environmental Education Centre - Redhill Landfill Facility ( 25253/00 )	\$9,000	\$0 (F)	\$9,000
\$0	\$25,000	(\$25,000) (F)	\$0	Refurbish Waste Transfer Station Building - Red Hill Landfill Facility ( 25259/01 )	\$25,000	\$0 (F)	\$25,000
\$0	\$8,330	(\$8,330) (F)	\$0	Refurbish Plant - Red Hill Landfill Facility ( 25410/00 )	\$20,000	\$0 (F)	\$20,000
<b>\$857,513</b>	<b>\$2,932,829</b>	<b>(\$2,075,316) (F)</b>	<b>\$1,776,555</b>		<b>\$5,212,579</b>	<b>\$0 (F)</b>	<b>\$5,212,579</b>

<b>\$969,008</b>	<b>\$3,327,803</b>	<b>(\$2,358,795) (F)</b>	<b>\$1,843,271</b>	<b>TOTAL CAPITAL EXPENDITURE</b>	<b>\$6,331,284</b>	<b>\$0 (F)</b>	<b>\$6,331,284</b>
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55  
**BALANCE SHEET**  
**NOVEMBER 2010**

Actual 2009/2010	Actual Year to Date		Full Year		
			Current Budget 2010/2011	Forecast Change	Forecast 2010/2011
		(F) = Favourable variation (U) = Unfavourable variation			
<b>Current Assets</b>					
\$3,819,119	\$3,403,215	Cash and Cash Equivalents	\$5,236,621	(\$4,810,537) (U)	\$426,084
\$24,625,523	\$26,963,520	Investments	\$26,688,404	\$4,810,537 (F)	\$31,498,941
\$2,484,281	\$3,299,724	Trade and Other Receivables	\$2,484,281	\$0 (F)	\$2,484,281
\$23,408	\$34,867	Inventories	\$23,408	\$0 (F)	\$23,408
\$73,514	\$125,211	Other Assets	\$73,514	\$0 (F)	\$73,514
<b>\$31,025,845</b>	<b>\$33,826,536</b>	<b>Total Current Assets</b>	<b>\$34,506,228</b>	<b>\$0 (F)</b>	<b>\$34,506,228</b>
<b>Current Liabilities</b>					
\$4,830,408	\$2,688,069	Trade and Other Payables	\$4,830,408	\$0 (F)	\$4,830,408
\$1,074,972	\$1,074,972	Provisions	\$1,109,055	\$0 (F)	\$1,109,055
<b>\$5,905,380</b>	<b>\$3,763,041</b>	<b>Total Current Liabilities</b>	<b>\$5,939,463</b>	<b>\$0 (F)</b>	<b>\$5,939,463</b>
<b>\$25,120,465</b>	<b>\$30,063,495</b>	<b>Net Current Assets</b>	<b>\$28,566,765</b>	<b>\$0 (F)</b>	<b>\$28,566,765</b>



56  
**BALANCE SHEET**  
**NOVEMBER 2010**

Monday, 3 January, 2011

Actual 2009/2010	Actual Year to Date		Full Year		
			Current Budget 2010/2011	Forecast Change	Forecast 2010/2011
<b>Non Current Assets</b>					
\$7,639,917	\$7,639,917	Property Plant and Equipment	\$8,139,917	\$0 (F)	\$8,139,917
\$2,406,984	\$4,085,422	Buildings	\$3,186,118	\$0 (F)	\$3,186,118
\$11,021,749	\$10,982,141	Structures	\$10,589,581	\$0 (F)	\$10,589,581
\$5,454,459	\$4,789,671	Plant	\$6,685,536	\$0 (F)	\$6,685,536
\$341,290	\$305,269	Equipment	\$556,069	\$0 (F)	\$556,069
\$91,317	\$101,765	Furniture and Fittings	\$117,703	\$0 (F)	\$117,703
\$2,213,284	\$862,453	Work in Progress	\$2,213,284	\$0 (F)	\$2,213,284
<b>\$29,169,000</b>	<b>\$28,766,637</b>	<b>Total Non Current Assets</b>	<b>\$31,488,208</b>	<b>\$0 (F)</b>	<b>\$31,488,208</b>
<b>Non Current Liabilities</b>					
\$1,419,987	\$1,419,987	Provisions	\$1,560,370	\$0 (F)	\$1,560,370
<b>\$1,419,987</b>	<b>\$1,419,987</b>	<b>Total Non Current Liabilities</b>	<b>\$1,560,370</b>	<b>\$0 (F)</b>	<b>\$1,560,370</b>
<b>\$52,869,478</b>	<b>\$57,410,145</b>	<b>Net Assets</b>	<b>\$58,494,603</b>	<b>\$0</b>	<b>\$58,494,603</b>
<b>Equity</b>					
\$26,333,080	\$26,333,080	Accumulated Surplus/Deficit	\$31,958,205	\$0 (F)	\$31,958,205
\$26,536,398	\$26,536,398	Cash Backed Reserves	\$26,536,398	\$0 (F)	\$26,536,398
<b>\$0</b>	<b>\$4,540,667</b>	<b>Net change in assets from operations</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>\$52,869,478</b>	<b>\$57,410,145</b>	<b>Total Equity</b>	<b>\$58,494,603</b>	<b>\$0 (F)</b>	<b>\$58,494,603</b>

Note : A negative value in the Forecast Change column of the Equity section results in a favourable increase in the equity position of the organisation.



# 57 CASH AND INVESTMENTS

## NOVEMBER 2010

Full Year

Actual 2009/2010	YTD Actual 2010/2011	(F) = Favourable variation (U) = Unfavourable variation	Current Budget 2010/2011	Forecast Change	Forecast 2010/2011
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### Municipal Cash and Investments

3,815,819	3,399,715	Cash at Bank - Municipal Fund 01001/00	5,233,321	(4,810,537)	(U)	422,784
1,250	1,250	Cash on Hand - Ascot Place 01019/00	1,250	0	(F)	1,250
600	600	Cash on Hand - Walliston/Mathieson & Coppin Road Transfer Stations 01019/01	600	0	(F)	600
1,450	1,650	Cash on Hand - Red Hill / Hazelmere 01019/02	1,450	0	(F)	1,450
6,243,092	7,765,771	Investments - Municipal Fund 02021/00	1,781,357	4,810,537	(F)	6,591,894
<b>10,062,210</b>	<b>11,168,985</b>	<b>Total Municipal Cash</b>	<b>7,017,977</b>	<b>0</b>	<b>(F)</b>	<b>7,017,977</b>

### Restricted Cash and Investments

387,395	392,543	Restricted Investments - Plant and Equipment 02022/01	117,727	0	(F)	117,727
2,660,225	2,695,575	Restricted Investments - Site Rehabilitation Red Hill 02022/02	2,626,312	0	(F)	2,626,312
510,222	517,002	Restricted Investments - Future Development 02022/03	1,744,546	0	(F)	1,744,546
292,292	296,176	Restricted Investments - Environmental Monitoring Red Hill 02022/04	312,193	0	(F)	312,193
224,245	227,225	Restricted Investments - Environmental Insurance Red Hill 02022/05	215,457	0	(F)	215,457
10,929	11,074	Restricted Investments - Risk Management 02022/06	11,673	0	(F)	11,673
225,485	228,481	Restricted Investments - Class IV Cells Red Hill 02022/07	287,660	0	(F)	287,660
294,281	298,192	Restricted Investments - Regional Development 02022/08	32,216	0	(F)	32,216
19,029,568	19,282,440	Restricted Investments - Secondary Waste Processing 02022/09	23,741,107	0	(F)	23,741,107
944,959	957,516	Restricted Investments - Class III Cells 02022/10	1,948,091	0	(F)	1,948,091
55,180	55,914	Restricted Investments - Building Refurbishment (Ascot Place) 02022/11	58,938	0	(F)	58,938
(6,809,218)	(6,328,657)	Restricted Investments - Unrealised Loss/Gain on Investments 02022/20	(6,809,218)	0	(F)	(6,809,218)
556,867	564,267	Restricted Investments - Long Service Leave 02022/90	620,344	0	(F)	620,344
<b>18,382,432</b>	<b>19,197,749</b>	<b>Total Restricted Cash</b>	<b>24,907,048</b>	<b>0</b>	<b>(F)</b>	<b>24,907,048</b>
<b>28,444,642</b>	<b>30,366,734</b>	<b>TOTAL CASH AND INVESTMENTS</b>	<b>31,925,025</b>	<b>0</b>	<b>(F)</b>	<b>31,925,025</b>

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

EMRC Investment Report

November 2010

Investment Report Including CDOs

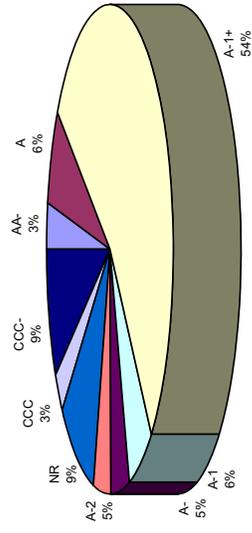
I. Overall Portfolio Limits

S&P Long Term Rating	S&P Short Term Rating	% Portfolio	Investment Maximum %	Comments
AAA	A-1+	62.63%	100%	Includes Bank Guarantee <sup>1</sup>
AA	A-1	6.12%	100%	
A	A-2	12.24%	60%	
BBB		0.00%	0%	
CCC and less		19.00%	0%	Policy Breached <sup>2</sup>
		<u>100.00%</u>		

Notes

1. AAA tranche includes \$1m term deposits with banks that have a lower than AAA rating but is covered by the Bank Guarantee
2. Policy breach above relates to the \$7.06m Lehman Brothers CDOs investment

Investment by S&P Rating



Investment Report Excluding CDOs

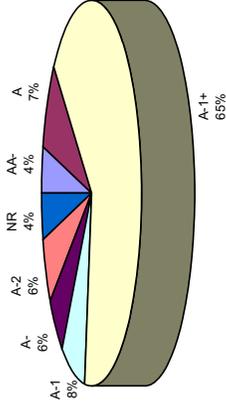
I. Overall Portfolio Limits

S&P Long Term Rating	S&P Short Term Rating	% Portfolio	Investment Maximum %	Comments
AAA	A-1+	77.33%	100%	Includes Bank Guarantee <sup>3</sup>
AA	A-1	7.56%	100%	
A	A-2	15.11%	60%	
BBB		0.00%	0%	
CCC and less		0.00%	0%	
		<u>100.00%</u>		

Notes

3. AAA tranche includes \$1m term deposits with banks that have a lower than AAA rating but is covered by the Bank Guarantee

Investment by S&P Rating (excluding CDOs)



## EMRC Investment Report

November 2010

## Investment Report Including CDOs

## Investment Report Excluding CDOs

## II. Counterparty Credit Framework

## II. Counterparty Credit Framework

	% Portfolio	Comments
NAB	27.54%	
Westpac	21.01%	
Bankwest	6.43%	
Macquarie Bank	1.53%	
Suncorp Metway	3.06%	
Bank of Queensland	3.06%	
Members equity bank	3.06%	
HSBC FRN	3.06%	
ING	3.06%	
Credit Union Australia	3.06%	
Elders Rural Bank	1.53%	
St. George Bank	1.53%	
Deutsche Bank	1.53%	
Royal Bank of Scotland	1.53%	
Lehman Brothers	19.00%	Policy breached <sup>4</sup>

## Notes

4. Policy breach above relates to the Lehman Bros CDOs investment

## III. Term to Maturity Framework

## III. Term to Maturity Framework

Maturity Profile	Investment Policy Guidelines		Comments
	% Portfolio	% IMax	
Less Than 1 Year	71.81%	100%	
Greater Than 1 year	15.15%	60%	
Greater Than 3 Years	12.79%	35%	
Greater Than 5 Years	0.00%	25%	
Greater Than 6 Years	0.24%	0%	Policy Breached <sup>5</sup>
	<u>100.00%</u>		

## Notes

5. Policy breach above relates to a \$80,000 Lehman Brothers CDO with a term to March 2017

	% Portfolio	Comments
NAB	34.01%	
Westpac	25.94%	
Bankwest	7.93%	
Macquarie Bank	1.89%	
Suncorp Metway	3.78%	
Bank of Queensland	3.78%	
Members equity bank	3.78%	
HSBC FRN	3.78%	
ING	3.78%	
Credit Union Australia	3.78%	
Elders Rural Bank	1.89%	
St. George Bank	1.89%	
Deutsche Bank	1.89%	
Royal Bank of Scotland	1.89%	

Maturity Profile	Investment Policy Guidelines		Comments
	% Portfolio	% Max	
Less Than 1 Year	88.665%	40%	100%
Greater Than 1 year	9.446%	0%	60%
Greater Than 3 Years	1.889%	0%	35%
Greater Than 5 Years	0.000%	0%	25%
Greater Than 6 Years	0.000%	0%	0%
	<u>100.000%</u>		

NB: This report is consistent with the reporting requirements of the Policy 3.5 - Management of Investments Policy which only became effective from September 2010



#### **14.4 COMPLIANCE AUDIT RETURN 2010**

**REFERENCE: COMMITTEES-11837**

##### **PURPOSE OF REPORT**

To present to Council for adoption the Compliance Audit Return (CAR) for the year ended 31 December 2010.

##### **KEY ISSUES AND RECOMMENDATION(S)**

- Each local government is required to complete a compliance audit at the end of each calendar year.
- The CAR is required to be adopted by Council, certified by the Chairman and Chief Executive Officer (CEO) and forwarded to the Director General of the Department of Local Government, by 31 March 2011.

##### **Recommendation(s)**

That the draft Compliance Audit Return 2010 be adopted by Council and certified by the Chairman and Chief Executive Officer and forwarded to the Director General, Department of Local Government by 31 March 2011.

##### **SOURCE OF REPORT**

Manager Administration & Compliance

##### **BACKGROUND**

The audit and applicable return is completed in accordance with the requirements of regulation 14 and 15 of the Local Government (Audit) Regulations 1996. It is a compliance audit for the period 1 January to 31 December 2010 against the requirements included in the Compliance Audit Return for that period.

##### **REPORT**

The Compliance Audit Return, as required by the Local Government Act 1995 (the Act) and relevant Regulations, was received from the Director General of the Department of Local Government with Departmental Circular No 17-2010 (the circular), dated 22 December 2010.

The CAR sought advice on the extent of compliance by the EMRC to a range of sections of the Act and the local government regulations.

The details and explanations applicable to the completion of the return appear in the relevant comment sections of the CAR.

The circular contained a direction for the compliance return to be presented to Council at a meeting of Council; to be adopted by the Council; and the adoption recorded in the minutes of the meeting at which it is adopted.

After the Compliance Audit Return has been presented to Council a certified copy of the Return, along with the relevant section of the minutes and any additional information explaining or qualifying the compliance audit, is to be submitted to the Director General of the Department of Local Government by 31 March 2011.

EMRC are aware of a mistake in the CAR Form under the Finance section question 43 and have sought advice from the Department of Local Government that this question should read as follows: 'Did the local government. Between 1 January and 31 March 2010, (not 2009) carry out a review of its annual budget for the year ended 30 June 2010 (not 2009).'



*Item 14.4 continued*

**STRATEGIC/POLICY IMPLICATIONS**

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**

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

ATTACHMENT(S)

Local Government Compliance Audit Return for 1 January 2010 to 31 December 2010  
(Ref: [Committees-11851](#))

VOTING REQUIREMENT

Simple Majority

**RECOMMENDATION(S)**

That the draft Compliance Audit Return 2010 be adopted by Council and certified by the Chairman and Chief Executive Officer and forwarded to the Director General, Department of Local Government by 31 March 2011.

**COUNCIL RESOLUTION(S)**

MOVED CR GANGELL

SECONDED CR MCKECHNIE

THAT THE DRAFT COMPLIANCE AUDIT RETURN 2010 BE ADOPTED BY COUNCIL AND CERTIFIED BY THE CHAIRMAN AND CHIEF EXECUTIVE OFFICER AND FORWARDED TO THE DIRECTOR GENERAL, DEPARTMENT OF LOCAL GOVERNMENT BY 31 MARCH 2011.

**CARRIED UNANIMOUSLY**



## Eastern Metropolitan Regional Council - Compliance Audit Return Regional Local Government 2010

### Certified Copy of Return

Please submit a signed copy to the Director General of the Department of Local Government together with a copy of section of relevant minutes.

<b>Commercial Enterprises by Local Governments</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s3.59(2)(a)(b)(c) General Regulation 7,9	Has the local government prepared a business plan for each major trading undertaking in 2010.	N/A		Terri-Ann Ashton
2	s3.59(2)(a)(b)(c) Functions & General Regulation 7,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2010.	N/A		Terri-Ann Ashton
3	s3.59(2)(a)(b)(c) Functions & General Regulation 7,11	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2010.	N/A		Terri-Ann Ashton
4	s3.59(4)	Has the local government given Statewide public notice of each proposal to commence a major trading undertaking or enter into a major land transaction for 2010.	N/A		Terri-Ann Ashton
5	s3.59(5)	Did the Council, during 2010, resolve to proceed with each major land transaction or trading undertaking by absolute majority.	N/A		Terri-Ann Ashton



<b>Delegation of Power / Duty</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s5.16, 5.17, 5.18	Were all delegations to committees resolved by absolute majority.	Yes		Terri-Ann Ashton
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing.	Yes		Terri-Ann Ashton
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17.	Yes		Terri-Ann Ashton
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations.	Yes		Terri-Ann Ashton
5	s5.18	Has Council reviewed delegations to its committees in the 2009/2010 financial year.	Yes		Terri-Ann Ashton
6	s5.42(1),5.43 Administration Regulation 18G	Did the powers and duties of the Council delegated to the CEO exclude those as listed in section 5.43 of the Act.	Yes		Terri-Ann Ashton
7	s5.42(1)(2) Admin Reg 18	Were all delegations to the CEO resolved by an absolute majority.	Yes		Terri-Ann Ashton
8	s5.42(1)(2) Admin Reg 18	Were all delegations to the CEO in writing.	Yes		Terri-Ann Ashton
9	s5.44(2)	Were all delegations by the CEO to any employee in writing.	Yes		Terri-Ann Ashton
10	s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority.	N/A		Terri-Ann Ashton
11	s5.46(1)	Has the CEO kept a register of all delegations made under the Act to him and to other employees.	Yes		Terri-Ann Ashton
12	s5.46(2)	Were all delegations made under Division 4 of Part 5 of the Act reviewed by the delegator at least once during the 2009/2010 financial year.	Yes		Terri-Ann Ashton
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record as required.	Yes		Terri-Ann Ashton

<b>Disclosure of Interest</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s5.67	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68).	Yes		Terri-Ann Ashton
2	s5.68(2)	Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings.	Yes		Terri-Ann Ashton



No	Reference	Question	Response	Comments	Respondent
3	s5.73	Were disclosures under section 5.65 or 5.70 recorded in the minutes of the meeting at which the disclosure was made.	Yes		Terri-Ann Ashton
4	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly elected members within three months of their start day.	Yes		Terri-Ann Ashton
5	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly designated employees within three months of their start day.	Yes		Terri-Ann Ashton
6	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August 2010.	Yes		Terri-Ann Ashton
7	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2010.	Yes		Terri-Ann Ashton
8	s5.77	On receipt of a primary or annual return, did the CEO, (or the Mayor/ President in the case of the CEO's return) on all occasions, give written acknowledgment of having received the return.	Yes		Terri-Ann Ashton
9	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained the returns lodged under section 5.75 and 5.76	Yes		Terri-Ann Ashton
10	s5.88(1)(2) Admin Reg 2	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70 and 5.71, in the form prescribed in Administration Regulation 28.	Yes		Terri-Ann Ashton
11	s5.88 (3)	Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a return under section 5.75 or 5.76.	Yes		Terri-Ann Ashton
12	s5.88(4)	Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee.	Yes		Terri-Ann Ashton
13	s5.103 Admin Reg 34C & Rules of Conduct Reg 11	Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes.	Yes		Terri-Ann Ashton



<b>Disposal of Property</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s3.58(3)	Was any property that was not disposed of by public auction or tender, given local public notice prior to disposal (except where excluded by Section 3.58(5)).	N/A		Terri-Ann Ashton
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property.	N/A		Terri-Ann Ashton

<b>Finance</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s5.53, Admin Reg19B	Has the local government prepared an annual report for the financial year ended 30 June 2010 that contained the prescribed information under the Act and Regulations.	Yes		Terri-Ann Ashton
2	s5.54(1), (2)	Was the annual report accepted by absolute majority by the local government by 31 December 2010.	Yes		Terri-Ann Ashton
3	s5.54(1), (2)	If the Auditor's report was not available in time for acceptance by 31 December, will it be accepted no more than two months after the Auditor's report is made available.	N/A		Terri-Ann Ashton
4	s5.55	Did the CEO give local public notice of the availability of the annual report as soon as practicable after the local government accepted the report.	Yes		Terri-Ann Ashton
5	S5.56 Admin Reg 19C(2)	Has the local government made a plan for the future of its district in respect of the period specified in the plan (being at least 2 financial years).	Yes		Terri-Ann Ashton
6	Admin Reg 19D	After a plan for the future, or modifications to a plan were adopted under regulation 19C, did the local government give public notice in accordance with subsection (2).	Yes		Terri-Ann Ashton
7	s5.98 Admin Reg 30	Was the fee made available to elected members for attending meetings within the prescribed range.	Yes		Terri-Ann Ashton
8	s5.98 Admin Reg 31	Was the reimbursement of expenses to elected members within the prescribed ranges or as prescribed.	N/A		Terri-Ann Ashton
9	s5.98A Admin Reg 33A	Where a local government decided to pay the deputy mayor or the deputy president an allowance, was it resolved by absolute majority.	Yes		Terri-Ann Ashton



No	Reference	Question	Response	Comments	Respondent
10	s5.98A Admin Reg 33A	Where a local government decided to pay the deputy mayor or the deputy president an allowance, was it up to (or below) the prescribed percentage of the annual local government allowance to which the mayor or president is entitled under section 5.98 (5).	Yes		Terri-Ann Ashton
11	s5.99 Admin Reg 34	Where a local government decided to pay Council members an annual fee in lieu of fees for attending meetings, was it resolved by absolute majority.	Yes		Terri-Ann Ashton
12	s5.99 Admin Reg 34	Where a local government decided to pay Council members an annual fee in lieu of fees for attending meetings, was it within the prescribed range.	Yes		Terri-Ann Ashton
13	s5.99A Admin Reg 34A, AA, AB	Where a local government decided to pay Council members an allowance instead of reimbursing telephone, facsimile machine rental charges and other telecommunication, information technology, travelling and accommodation expenses, was it resolved by absolute majority.	N/A		Terri-Ann Ashton
14	s5.99A Admin Reg 34A, AA, AB	Where a local government decided to pay Council members an allowance instead of reimbursing telephone, facsimile machine rental charges and other telecommunication, information technology, travelling and accommodation expenses, was it within the prescribed range.	N/A		Terri-Ann Ashton
15	s5.100 (1)	Did the local government pay a fee for attending committee meetings only to a committee member who was a council member.	N/A		Terri-Ann Ashton
16	s5.100 (2)	Where the local government decided to reimburse a committee member, who was not a council member or employee, for an expense incurred by the person in relation to a matter affecting the local government, was it within the prescribe range.	N/A		Terri-Ann Ashton
17	s6.8	Was expenditure that the local government incurred from its municipal fund, but not included in its annual budget, authorised in advance on all occasions by absolute majority resolution.	Yes		Terri-Ann Ashton
18	s6.8(1)(c)	Did the Chairman authorise expenditure from the municipal fund in an emergency. (Please indicate circumstances in the "Comments" column)	N/A		Terri-Ann Ashton
19	s6.8	In relation to expenditure that the local government incurred from its municipal fund that was authorised in advance by the Chairman in an emergency, was it reported on all occasions to the next ordinary meeting of council.	N/A		Terri-Ann Ashton



No	Reference	Question	Response	Comments	Respondent
20	s6.12, 6.13, 6.16 (1),(3)	Did Council at the time of adopting its budget, determine the granting of a discount or other incentive for early payment by absolute majority.	N/A		Terri-Ann Ashton
21	s6.12, 6.13, 6.16 (1),(3)	Did Council determine the setting of an interest rate on money owing to Council by absolute majority.	N/A		Terri-Ann Ashton
22	s6.12, 6.13, 6.16 (1),(3)	Did Council determine to impose or amend a fee or charge for any goods or services provided by the local government by absolute majority. (Note: this applies to money other than rates and service charges).	Yes		Terri-Ann Ashton
23	s6.17(3)	Were the fees or charges imposed for a copy of information available under section 5.96, limited to the cost of providing the service or goods.	N/A		Terri-Ann Ashton
24	s6.17(3)	Were the fees or charges imposed for receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate, limited to the cost of providing the service or goods.	N/A		Terri-Ann Ashton
25	s6.17(3)	Were the fees or charges imposed for any other service prescribed in section 6.16 (2)(f), limited to the cost of providing the service or goods.	Yes		Terri-Ann Ashton
26	s6.19	After the budget was adopted, did the local government give local public notice for all fees and charges stating its intention to introduce the proposed fees or charges and the date from which it proposed to introduce the fees or charges.	Yes		Terri-Ann Ashton
27	s6.20(2) FM Reg 20	On each occasion where the local government exercised the power to borrow, was the Council decision to exercise that power by absolute majority (Only required where the details of the proposal were not included in the annual budget for that financial year).	N/A		Terri-Ann Ashton
28	s6.76(6)	Was the outcome of an objection under section 6.76(1) promptly conveyed to the person who made the objection including a statement of the local government's decision on the objection and its reasons for that decision.	N/A		Terri-Ann Ashton
29	FM Reg 19	Do the internal control procedures over investments, established and documented by the local government, enable the identification of the transactions related to each investment.	Yes		Terri-Ann Ashton
30	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act.	Yes		Terri-Ann Ashton



No	Reference	Question	Response	Comments	Respondent
31	s7.1B	Where a local government determined to delegate to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority.	N/A		Terri-Ann Ashton
32	s7.3	Was the person(s) appointed by the local government to be its auditor, a registered company auditor.	N/A		Terri-Ann Ashton
33	s7.3	Was the person(s) appointed by the local government to be its auditor, an approved auditor.	N/A		Terri-Ann Ashton
34	s7.3	Was the person or persons appointed by the local government to be its auditor, appointed by an absolute majority decision of Council.	Yes		Terri-Ann Ashton
35	s7.12A(3), (4)	Where the local government determined that matters raised in the auditor's report prepared under s7.9 (1) of the Act required action to be taken by the local government, was that action undertaken.	N/A		Terri-Ann Ashton
36	s7.12A(3), (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a report prepared on any actions undertaken.	N/A		Terri-Ann Ashton
37	s7.12A(3), (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a copy of the report forwarded to the Minister by the end of the financial year or 6 months after the last report prepared under s7.9 was received by the local government whichever was the latest in time.	N/A		Terri-Ann Ashton
38	A Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit.	N/A		Terri-Ann Ashton
39	A Reg 7	Did the agreement between the local government and its auditor include the scope of the audit.	N/A		Terri-Ann Ashton
40	A Reg 7	Did the agreement between the local government and its auditor include a plan for the audit.	N/A		Terri-Ann Ashton
41	A Reg 7	Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor.	N/A		Terri-Ann Ashton
42	A Reg 7	Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information to, the auditor.	N/A		Terri-Ann Ashton



No	Reference	Question	Response	Comments	Respondent
43	FM Reg 33A	Did the local government, between 1 January and 31 March 2009, carry out a review of its annual budget for the year ended 30 June 2009.	Yes		Terri-Ann Ashton

### Local Government Employees

No	Reference	Question	Response	Comments	Respondent
1	s9.59, Admin Reg 18C	Did the local government approve the process to be used for the selection and appointment of the CEO before the position was advertised.	N/A		Terri-Ann Ashton
2	s5.36(4), 5.37(3), Admin Reg 18A	Were all vacancies for the position of CEO and for designated senior employees advertised.	N/A		Terri-Ann Ashton
3	s5.36(4), 5.37(3), Admin Reg 18A	Did the local government advertise for the position of CEO and for designated senior employees in a newspaper circulated generally throughout the State.	N/A		Terri-Ann Ashton
4	s5.36(4), 5.37(3), Admin Reg 18A	Did all advertisements for the position of CEO and for designated senior employees contain details of the remuneration and benefits offered.	N/A		Terri-Ann Ashton
5	s5.36(4), 5.37(3), Admin Reg 18A	Did all advertisements for the position of CEO and for designated senior employees contain details of the place where applications for the position were to be submitted.	N/A		Terri-Ann Ashton
6	s5.36(4), 5.37(3), Admin Reg 18A	Did all advertisements for the position of CEO and for designated senior employees detail the date and time for closing of applications.	N/A		Terri-Ann Ashton
7	s5.36(4), 5.37(3), Admin Reg 18A	Did all advertisements for the position of CEO and for designated senior employees indicate the duration of the proposed contract.	N/A		Terri-Ann Ashton
8	s5.36(4), 5.37(3), Admin Reg 18A	Did all advertisements for the position of CEO and for designated senior employees provide contact details of a person to contact for further information.	N/A		Terri-Ann Ashton
9	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss a designated senior employee.	N/A		Terri-Ann Ashton
10	s5.38	Was the performance of each employee, employed for a term of more than one year, (including the CEO and each senior employee), reviewed within the most recently completed 12 months of their term of employment.	Yes		Terri-Ann Ashton
11	Admin Reg 18D	When the Council considered the CEO's performance review did it decide to accept the review ( with or without modification).	Yes		Terri-Ann Ashton



No	Reference	Question	Response	Comments	Respondent
12	Admin Reg 18D	When the Council considered the CEO's performance review did it decide to reject the review.	No		Terri-Ann Ashton
13	s5.39	During the period covered by this Return, were written performance based contracts in place for the CEO and all designated senior employees who were employed since 1 July 1996.	Yes		Terri-Ann Ashton
14	s5.39 Admin Reg 18B	Does the contract for the CEO and all designated senior employees detail the maximum amount of money payable if the contract is terminated before the expiry date. This amount is the lesser of the value of one year's remuneration under the contract.	Yes		Terri-Ann Ashton
15	s5.39 Admin Reg 18B	Does the contract for the CEO and all designated senior employees detail the maximum amount of money payable if the contract is terminated before the expiry date and this amount is the lesser of the value of the remuneration they would be entitled to had the contract not been terminated.	Yes		Terri-Ann Ashton
16	s5.50(1)	Did Council adopt a policy relating to employees whose employment terminates, setting out the circumstances in which council would pay an additional amount to that which the employee is entitled under a contract or award.	Yes		Terri-Ann Ashton
17	s5.50(1)	Did Council adopt a policy relating to employees whose employment terminates, setting out the manner of assessment of an additional amount.	Yes		Terri-Ann Ashton
18	s5.50(2)	Did the local government give public notice on all occasions where council made a payment that was more than the additional amount set out in its policy.	N/A		Terri-Ann Ashton
19	s5.53(2)(g) Admin Reg 19B	For the purposes of section 5.53(2)(g) did the annual report of a local government for a financial year contain the number of employees of the local government entitled to an annual salary of \$100,000 or more.	Yes		Terri-Ann Ashton
20	s5.53(2)(g) Admin Reg 19B	For the purposes of section 5.53(2)(g) did the annual report of a local government for a financial year contain the number of those employees with an annual salary entitlement that falls within each band of \$10,000 and over \$100,000.	Yes		Terri-Ann Ashton
21	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position of CEO under section 5.36(4).	Yes		Terri-Ann Ashton



No	Reference	Question	Response	Comments	Respondent
22	Admin Regs 18E	Did the local government ensure checks were carried out to confirm that the information in an application for employment was true (applicable to CEO only).	Yes		Terri-Ann Ashton

### Local Laws

No	Reference	Question	Response	Comments	Respondent
1	s3.12(2) F&G Reg 3	On each occasion that Council resolved to make a local law, did the person presiding at the Council meeting give notice of the purpose and effect of each proposed local law in the manner prescribed in Functions and General Regulation 3.	N/A	No Local Laws during 2010	Terri-Ann Ashton
2	s3.12(4)	Have all Council's resolutions to make local laws been by absolute majority.	N/A		Terri-Ann Ashton
3	s3.12(4)	Have all Council's resolutions to make local laws been recorded as such in the minutes of the meeting.	N/A		Terri-Ann Ashton
4	s3.12(6)	After the local law was published in the Gazette, did the local government give local public notice summarising the purpose and effect of the local law and the day on which it came into operation.	N/A		Terri-Ann Ashton
5	s3.12(6)	After the local law was published in the Gazette, did the local government give local public notice advising that copies of the local law may be inspected or obtained from its office.	N/A		Terri-Ann Ashton
6	s3.16(1)	Have all reviews of local laws under section 3.16(1) of the Act been carried out within a period of 8 years.	N/A	No reviews during 2010	Terri-Ann Ashton
7	s3.16(1)(2)	If the local government carried out a review of a local law under section 3.16 of the Act, to determine whether or not the local law should be repealed or amended, did it give Statewide public notice stating that it intended to review the local law.	N/A		Terri-Ann Ashton
8	s3.16(1)(2)	If the local government carried out a review of a local law under section 3.16 of the Act, to determine whether or not the local law should be repealed or amended, did it give Statewide public notice advising that a copy of the local law could be inspected or obtained at the place specified in the notice.	N/A		Terri-Ann Ashton
9	s3.16(1)(2)	If the local government carried out a review of a local law under section 3.16 of the Act, to determine whether or not the local law should be repealed or amended, did it give Statewide public notice detailing the closing date for submissions about the local law.	N/A		Terri-Ann Ashton



No	Reference	Question	Response	Comments	Respondent
10	s3.16(3)	Did the local government (after the last day for submissions) prepare a report of the review and have it submitted to Council.	N/A		Terri-Ann Ashton
11	s3.16(4)	Was the decision to repeal or amend a local law determined by absolute majority on all occasions.	N/A		Terri-Ann Ashton

### Meeting Process

No	Reference	Question	Response	Comments	Respondent
1	s2.25(1)(3)	Where Council granted leave to a member from attending 6 or less consecutive ordinary meetings of Council was it by Council resolution.	Yes		Terri-Ann Ashton
2	s2.25(1)(3)	Where Council granted leave to a member from attending 6 or less consecutive ordinary meetings of Council, was it recorded in the minutes of the meeting at which the leave was granted.	Yes		Terri-Ann Ashton
3	s2.25(3)	Where Council refused to grant leave to a member from attending 6 or less consecutive ordinary meetings of Council, was the reason for refusal recorded in the minutes of the meeting.	N/A		Terri-Ann Ashton
4	s2.25(2)	Was Ministerial approval sought (on all occasions) before leave of absence was granted to an elected member in respect of more than 6 consecutive ordinary meetings of council.	N/A		Terri-Ann Ashton
5	s5.4	On all occasions when the mayor or president called an ordinary or special meeting of Council, was it done by notice to the CEO setting out the date and purpose of the proposed meeting;	N/A		Terri-Ann Ashton
6	s5.5	On all occasions when councillors called an ordinary or special meeting of Council was it called by at least 1/3 (one third) of the councillors, by notice to the CEO setting out the date and purpose of the proposed meeting.	N/A		Terri-Ann Ashton
7	s5.5(1)	Did the CEO give each council member at least 72 hours notice of the date, time, place and an agenda for each ordinary meeting of Council.	Yes		Terri-Ann Ashton
8	s5.5(2)	Did the CEO give each council member notice before the meeting, of the date, time, place and purpose of each special meeting of Council.	N/A		Terri-Ann Ashton
9	s5.7	Did the local government seek approval (on each occasion as required) from the Minister or his delegate, for a reduction in the number of offices of member needed for a quorum at a Council meeting	N/A		Terri-Ann Ashton



No	Reference	Question	Response	Comments	Respondent
10	s5.7	Did the local government seek approval (on each occasion as required) from the Minister or his delegate, for a reduction in the number of offices of member required for absolute majorities.	N/A		Terri-Ann Ashton
11	s5.8	Did the local government ensure all Council committees (during the review period) were established by an absolute majority.	N/A		Terri-Ann Ashton
12	s5.10(1)(a)	Did the local government ensure all members of Council committees, during the review period, were appointed by an absolute majority (other than those persons appointed in accordance with section 5.10 (1)(b)).	Yes		Terri-Ann Ashton
13	s5.10(2)	Was each Council member given their entitlement during the review period, to be appointed as a committee member of at least one committee, as referred to in section 5.9(2)(a) & (b) of the Act.	Yes		Terri-Ann Ashton
14	s5.12(1)	Were Presiding members of committees elected by the members of the committees (from amongst themselves) in accordance with Schedule 2.3, Division 1 of the Act.	Yes		Terri-Ann Ashton
15	s5.12(2)	Were Deputy presiding members of committees elected by the members of the committee (from amongst themselves) in accordance with Schedule 2.3 Division 2 of the Act.	Yes		Terri-Ann Ashton
16	s5.15	Where the local government reduced a quorum of a committee meeting, was the decision made by absolute majority on each occasion.	N/A		Terri-Ann Ashton
17	s5.21 (4)	When requested by a member of Council or committee, did the person presiding at a meeting ensure an individual vote or the vote of all members present, were recorded in the minutes.	Yes		Terri-Ann Ashton
18	s5.22(1)	Did the person presiding at a meeting of a Council or a committee ensure minutes were kept of the meeting's proceedings.	Yes		Terri-Ann Ashton
19	s5.22(2)(3)	Were the minutes of all Council and committee meetings submitted to the next ordinary meeting of Council or committee, as the case requires, for confirmation.	Yes		Terri-Ann Ashton
20	s5.22(2)(3)	Were the minutes of all Council and committee meetings signed to certify their confirmation by the person presiding at the meeting at which the minutes of Council or committee were confirmed.	Yes		Terri-Ann Ashton
21	s5.23 (1)	Were all council meetings open to members of the public (subject to section 5.23(2) of the Act).	Yes		Terri-Ann Ashton



No	Reference	Question	Response	Comments	Respondent
22	s5.23 (1)	Were all meetings of committees to which a power or duty had been delegated open to members of the public (subject to section 5.23(2) of the Act).	Yes		Terri-Ann Ashton
23	s5.23(2)(3)	On all occasions, was the reason, or reasons, for closing any Council or committee meeting to members of the public, in accordance with the Act.	Yes		Terri-Ann Ashton
24	s5.23(2)(3)	On all occasions, was the reason, or reasons, for closing any Council or committee meeting to members of the public recorded in the minutes of that meeting.	Yes		Terri-Ann Ashton
25	s5.24 (1) AR 5&6	Was a minimum time of 15 minutes allocated for questions to be raised by members of the public and responded to at every ordinary meeting of Council.	Yes		Terri-Ann Ashton
26	s5.24 (1) AR 5&6	Was a minimum time of 15 minutes allocated for questions to be raised by members of the public and responded to at every special meeting of Council.	N/A		Terri-Ann Ashton
27	s5.24 (1) AR 5&6	Was a minimum time of 15 minutes allocated for questions to be raised by members of the public and responded to at every meeting of a committee to which the local government has delegated a power or duty.	Yes		Terri-Ann Ashton
28	Admin Reg 8	Was a period of 30 minutes allowed from the advertised commencement time before any Council or committee was adjourned due to the lack of a quorum.	N/A		Terri-Ann Ashton
29	Admin Reg 9	Was voting at Council or committee meetings conducted so that no vote was secret.	Yes		Terri-Ann Ashton
30	Admin Reg 10(1)	Were all motions to revoke or change decisions at Council or committee meetings supported in the case where an attempt to revoke or change the decision had been made within the previous 3 months but failed, by an absolute majority.	N/A		Terri-Ann Ashton
31	Admin Reg 10(1)	Were all motions to revoke or change decisions at Council or committee meetings supported in any other case, by at least one third of the number of officers of member (whether vacant or not) of the Council or committee.	Yes		Terri-Ann Ashton
32	Admin Reg 10(2)	Were all decisions to revoke or change decisions made at Council or committee meetings made (in the case where the decision to be revoked or changed was required to be made by an absolute majority or by a special majority), by that kind of majority.	Yes		Terri-Ann Ashton



No	Reference	Question	Response	Comments	Respondent
33	Admin Reg 10(2)	Were all decisions to revoke or change decisions made at Council or committee meetings made in any other case, by an absolute majority.	Yes		Terri-Ann Ashton
34	Admin Reg 11	Did the contents of minutes of all Council or committee meetings include the names of members present at the meeting.	Yes		Terri-Ann Ashton
35	Admin Reg 11	Did the contents of minutes of all Council or committee meetings include where a member entered or left the meeting, the time of entry or departure, as the case requires, in the chronological sequence of the business of the meeting.	Yes		Terri-Ann Ashton
36	Admin Reg 11	Did the contents of minutes of all Council or committee meetings include details of each motion moved at the meeting, including details of the mover and outcome of the motion.	Yes		Terri-Ann Ashton
37	Admin Reg 11	Did the contents of minutes of all Council or committee meetings include details of each decision made at the meeting.	Yes		Terri-Ann Ashton
38	Admin Reg 11	Did the contents of the minutes of all Council or committee meetings include, where the decision was significantly different from written recommendation of a committee or officer, written reasons for varying that decision.	Yes		Terri-Ann Ashton
39	Admin Reg 11	Did the contents of minutes of all Council or committee meetings include a summary of each question raised by members of the public and a summary of the response given.	Yes		Terri-Ann Ashton
40	Admin Reg 11	Did the contents of minutes of all Council or committee meetings include in relation to each disclosure made under sections 5.65 or 5.70, where the extent of the interest has been disclosed, the extent of the interest.	Yes		Terri-Ann Ashton
41	Admin Reg 12(1)	Did the local government, at least once during the period covered by this return, give local public notice for the next twelve months of the date, time and place of ordinary Council meetings.	Yes		Terri-Ann Ashton
42	Admin Reg 12(1)	Did the local government, at least once during the period covered by this return, give local public notice for the next twelve months of the date, time and place of those committee meetings that were required under the Act to be open to the public or that were proposed to be open to the public.	Yes		Terri-Ann Ashton
43	Admin Reg 12(2)	Did the local government give local public notice of any changes to the dates, time or places referred to in the question above.	Yes		Terri-Ann Ashton



No	Reference	Question	Response	Comments	Respondent
44	Admin Reg 12(3) (4)	In the CEO's opinion, where it was practicable, were all special meetings of Council (that were open to members of the public) advertised via local public notice.	N/A		Terri-Ann Ashton
45	Admin Reg 12(3) (4)	Did the notice referred to in the question above include details of the date, time, place and purpose of the special meeting.	N/A		Terri-Ann Ashton
46	Admin Reg 13	Did the local government make available for public inspection unconfirmed minutes of all Council meetings within 10 business days after the Council meetings.	Yes		Terri-Ann Ashton
47	Admin Reg 13	Did the local government make available for public inspection unconfirmed minutes of all committee meetings within 5 business days after the committee meetings.	Yes		Terri-Ann Ashton
48	Admin Reg 14(1) (2)	Were notice papers, agenda and other documents relating to any Council or committee meeting, (other than those referred to in Admin Reg 14(2)) made available for public inspection.	Yes		Terri-Ann Ashton
49	Admin Reg 14A	On all occasions where a person participated at a Council or committee meeting by means of instantaneous communication, (by means of audio, telephone or other instantaneous contact) as provided for in Administration Regulation 14A, did the Council approve of the arrangement by absolute majority.	N/A		Terri-Ann Ashton
50	Admin Reg 14A	On all occasions where a person participated at a Council or committee meeting by means of instantaneous communication, (as provided for in Administration Regulation 14A) was the person in a suitable place as defined in Administration Regulation 14A(4)	N/A		Terri-Ann Ashton
51	s5.27(2)	Was the annual general meeting of electors held within 56 days of the local government's acceptance of the annual report for the previous financial year.	N/A		Terri-Ann Ashton
52	s5.29	Did the CEO convene all electors' meetings by giving at least 14 days local public notice and each Council member at least 14 days notice of the date, time, place and purpose of the meeting.	N/A		Terri-Ann Ashton
53	s5.32	Did the CEO ensure the minutes of all electors' meetings were kept and made available for public inspection before the Council meeting at which decisions made at the electors' meeting were first considered.	N/A		Terri-Ann Ashton



No	Reference	Question	Response	Comments	Respondent
54	s5.33(1)	Were all decisions made at all electors' meetings considered at the next ordinary Council meeting, or, if not practicable, at the first ordinary Council meeting after that, or at a special meeting called for that purpose.	N/A		Terri-Ann Ashton
55	s5.33(2)	Were the reasons for Council decisions in response to decisions made at all electors' meetings recorded in the minutes of the appropriate Council meeting.	N/A		Terri-Ann Ashton
56	s5.103(3) Admin Reg 34B	Has the CEO kept a register of all token gifts received by Council members and employees.	Yes		Terri-Ann Ashton

#### Miscellaneous Provisions

No	Reference	Question	Response	Comments	Respondent
1	s9.4	Has each person who received an unfavourable decision from Council, or from an employee of the local government exercising delegated authority, (that is appealable under Part 9 of the Act) been informed of his or her right to object and appeal against the decision.	N/A		Terri-Ann Ashton
2	s9.29(2)(b)	On all occasions, were those employees who represented the local government in court proceedings, appointed in writing by the CEO.	N/A		Terri-Ann Ashton



<b>Official Conduct</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s5.120	Where the CEO is not the complaints officer, has the local government designated a senior employee, as defined under s5.37, to be its complaints officer.	Yes		Terri-Ann Ashton
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that result in action under s5.110(6)(b) or (c).	Yes		Terri-Ann Ashton
3	s5.121(2)(a)	Does the complaints register maintained by the complaints officer include provision for recording of the name of the council member about whom the complaint is made.	Yes		Terri-Ann Ashton
4	s5.121(2)(b)	Does the complaints register maintained by the complaints officer include provision for recording the name of the person who makes the complaint.	Yes		Terri-Ann Ashton
5	s5.121(2)(c)	Does the complaints register maintained by the complaints officer include provision for recording a description of the minor breach that the standards panel finds has occurred.	Yes		Terri-Ann Ashton
6	s5.121(2)(d)	Does the complaints register maintained by the complaints officer include the provision to record details of the action taken under s5.110(6)(b) (c).	Yes		Terri-Ann Ashton

#### **Tenders for Providing Goods and Services**

<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s3.57 F&G Reg 11	Did the local government invite tenders on all occasions (before entering into contracts for the supply of goods or services) where the consideration under the contract was, or was expected to be, worth more than the consideration stated in Regulation 11(1) of the Local Government (Functions & General) Regulations (Subject to Functions and General Regulation 11(2)).	Yes		Terri-Ann Ashton
2	F&G Reg 12	Has the local government, as far as it is aware, only entered into a single contract rather than multiple contracts so as to avoid the requirements to call tenders in accordance with F&G Reg 11 (1).	Yes		Terri-Ann Ashton
3	F&G Reg 14(1)	Did the local government invite tenders via Statewide public notice.	Yes		Terri-Ann Ashton



No	Reference	Question	Response	Comments	Respondent
4	F&G Reg 14(3)	Did all the local government's invitations to tender include a brief description of the goods and services required and contact details for a person from whom more detailed information could be obtained about the tender.	Yes		Terri-Ann Ashton
5	F&G Reg 14(3)	Did all the local government's invitations to tender include information as to where and how tenders could be submitted.	Yes		Terri-Ann Ashton
6	F&G Reg 14(3)	Did all the local government's invitations to tender include the date and time after which tenders would not be accepted.	Yes		Terri-Ann Ashton
7	F&G Reg 14(3)(4)	Did the local government ensure information was made available to all prospective tenderers concerning detailed specifications of the goods or services required.	Yes		Terri-Ann Ashton
8	F&G Reg 14(3)(4)	Did the local government ensure information was made available to all prospective tenderers of the criteria for deciding which tender would be accepted.	Yes		Terri-Ann Ashton
9	F&G Reg 14(3)(4)	Did the local government ensure information was made available to all prospective tenderers about whether or not the local government had decided to submit a tender.	Yes		Terri-Ann Ashton
10	F&G Reg 14(3)(4)	Did the local government ensure information was made available to all prospective tenderers on whether or not tenders were allowed to be submitted by facsimile or other electronic means and if so, how tenders were to be submitted.	Yes		Terri-Ann Ashton
11	F&G Reg 14(3)(4)	Did the local government ensure all prospective tenderers had any other information that should be disclosed to those interested in submitting a tender.	Yes		Terri-Ann Ashton
12	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer, notice of the variation.	Yes		Terri-Ann Ashton
13	F&G Reg 15	Following the publication of the notice inviting tenders, did the local government allow a minimum of 14 days for tenders to be submitted.	Yes		Terri-Ann Ashton
14	F&G Reg 16(1)	Did the local government ensure that tenders submitted, (including tenders submitted by facsimile or other electronic means) were held in safe custody.	Yes		Terri-Ann Ashton



No	Reference	Question	Response	Comments	Respondent
15	F&G Reg 16(1)	Did the local government ensure that tenders submitted, (including tenders submitted by facsimile or other electronic means) remained confidential.	Yes		Terri-Ann Ashton
16	F&G Reg 16 (2)& (3)(a)	Did the local government ensure all tenders received were not opened, examined or assessed until after the time nominated for closure of tenders.	Yes		Terri-Ann Ashton
17	F&G Reg 16 (2)& (3)(a)	Did the local government ensure all tenders received were opened by one or more employees of the local government or a person authorised by the CEO.	Yes		Terri-Ann Ashton
18	F&G Reg 16 (3)(b)	Did the local government ensure members of the public were not excluded when tenders were opened.	Yes		Terri-Ann Ashton
19	F&G Reg 16 (3)(c)	Did the local government record all details of the tender (except the consideration sought) in the tender register immediately after opening.	Yes		Terri-Ann Ashton
20	F&G Reg 18(1)	Did the local government reject the tenders that were not submitted at the place, and within the time specified in the invitation to tender.	Yes		Terri-Ann Ashton
21	F&G Reg 18 (4)	In relation to the tenders that were not rejected, did the local government assess which tender to accept and which tender was most advantageous to the local government to accept, by means of written evaluation criteria.	Yes		Terri-Ann Ashton
22	F&G Reg 17 (2) & (3)	Does the local government's Tender Register include (for each invitation to tender) a brief description of the goods or services required.	Yes		Terri-Ann Ashton
23	F&G Reg 17 (2) & (3)	Does the local government's Tender Register include (for each invitation to tender) particulars of the decision made to invite tenders and if applicable the decision to seek expressions of interest under Regulation 21(1).	Yes		Terri-Ann Ashton
24	F&G Reg 17 (2) & (3)	Does the local government's Tender Register include (for each invitation to tender) particulars of any notice by which expressions of interest from prospective tenderers were sought and any person who submitted an expression of interest.	Yes		Terri-Ann Ashton
25	F&G Reg 17 (2) & (3)	Does the local government's Tender Register include (for each invitation to tender) any list of acceptable tenderers that was prepared under regulation 23(4)	Yes		Terri-Ann Ashton
26	F&G Reg 17 (2) & (3)	Does the local government's Tender Register include (for each invitation to tender) a copy of the notice of invitation to tender.	Yes		Terri-Ann Ashton



No	Reference	Question	Response	Comments	Respondent
27	F&G Reg 17 (2) & (3)	Does the local government's Tender Register include (for each invitation to tender) the name of each tenderer whose tender was opened.	Yes		Terri-Ann Ashton
28	F&G Reg 17 (2) & (3)	Does the local government's Tender Register include (for each invitation to tender) the name of the successful tenderer.	Yes		Terri-Ann Ashton
29	F&G Reg 17 (2) & (3)	Does the local government's Tender Register include (for each invitation to tender) the amount of consideration or the summary of the amount of the consideration sought in the accepted tender.	Yes		Terri-Ann Ashton
30	F&G Reg 19	Was each tenderer sent written notice advising particulars of the successful tender or advising that no tender was accepted.	Yes		Terri-Ann Ashton
31	F&G Reg 21(3)	On each occasion that the local government decided to invite prospective tenderers to submit an expression of interest for the supply of goods or services, did the local government issue a Statewide public notice.	Yes		Terri-Ann Ashton
32	F&G Reg 21(4)	Did all public notices inviting an expression of interest, include a brief description of the goods and services required.	Yes		Terri-Ann Ashton
33	F&G Reg 21(4)	Did all public notices inviting an expression of interest, include particulars of a person from whom more detailed information could be obtained.	Yes		Terri-Ann Ashton
34	F&G Reg 21(4)	Did all public notices inviting an expression of interest, include information as to where and how expressions of interest could be submitted.	Yes		Terri-Ann Ashton
35	F&G Reg 21(4)	Did all public notices inviting an expression of interest, include the date and time after which expressions of interest would not be accepted.	Yes		Terri-Ann Ashton
36	F&G Reg 22	Following the publication of the notice inviting expressions of interest, did the local government allow a minimum of 14 days for the submission of expressions of interest.	Yes		Terri-Ann Ashton
37	F&G Reg 23(1)	Did the local government reject the expressions of interest that were not submitted at the place and within the time specified in the notice.	N/A		Terri-Ann Ashton
38	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services.	Yes		Terri-Ann Ashton



No	Reference	Question	Response	Comments	Respondent
39	F&G Reg 24	Was each person who submitted an expression of interest, given a notice in writing in accordance with Functions & General Regulation 24.	Yes		Terri-Ann Ashton
40	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government prepare a proposed regional price preference policy (only if a policy had not been previously adopted by Council).	N/A		Terri-Ann Ashton
41	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government give Statewide public notice of its intention to have a regional price preference policy and include in that notice the region to which the policy is to relate (only if a policy had not been previously adopted by Council).	N/A		Terri-Ann Ashton
42	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government include in the notice details of where a complete copy of the proposed policy may be obtained (only if a policy had not been previously adopted by Council).	N/A		Terri-Ann Ashton
43	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government include in the notice a statement inviting submissions commenting on the proposed policy, together with a closing date of not less than 4 weeks for those submissions (only if a policy had not been previously adopted by Council).	N/A		Terri-Ann Ashton
44	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government make a copy of the proposed regional price preference policy available for public inspection in accordance with the notice (only if a policy had not been previously adopted by Council).	N/A		Terri-Ann Ashton
45	F&G Reg 11A(1)	Has the local government prepared and adopted a purchasing policy in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$100,000 or less or worth \$100,000 or less.	Yes		Terri-Ann Ashton
46	F&G Reg 11A(3)(a)	Did the purchasing policy that was prepared and adopted make provision in respect of the form of quotations acceptable.	Yes		Terri-Ann Ashton



No	Reference	Question	Response	Comments	Respondent
47	F&G Reg 11(3)(b)	Did the purchasing policy that was prepared and adopted make provision in respect to the recording and retention of written information, or documents for all quotations received and all purchases made.	Yes		Terri-Ann Ashton

I certify this Compliance Audit return has been adopted by Council at its meeting on

17-2-11

Signed Mayor / President, Eastern Metropolitan  
Regional Council

Signed CEO, Eastern Metropolitan Regional  
Council



**14.5 ITEMS CONTAINED IN THE INFORMATION BULLETIN**

**REFERENCE: COMMITTEES-11739**

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

**1. REGIONAL SERVICES**

- 1.1 REGIONAL DEVELOPMENT ACTIVITY REPORT JULY – DECEMBER 2010  
(Ref: Committees-11740)
- 1.2 ENVIRONMENTAL SERVICES ACTIVITY REPORT – SEPTEMBER - DECEMBER 2010  
(Ref Committees-11732)

**RECOMMENDATION**

That the Information Bulletin be noted.

**COUNCIL RESOLUTION**

MOVED CR GANGELL                      SECONDED CR MCKECHNIE

THAT THE INFORMATION BULLETIN BE NOTED.

**CARRIED UNANIMOUSLY**



## **INFORMATION BULLETIN**

Accompanying the  
Ordinary Meeting of Council Agenda

17 February 2011

**COUNCIL INFORMATION BULLETIN****INFORMATION BULLETIN****17 February 2011****(REF: COMMITTEES-11739)****TABLE OF CONTENTS**

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<b>1</b>	<b>REGIONAL SERVICES</b>	<b>1</b>
1.1	<i>REGIONAL DEVELOPMENT ACTIVITY REPORT JULY – DECEMBER 2010 (Ref: Committees-11740)</i>	<b>1</b>
1.2	<i>ENVIRONMENTAL SERVICES ACTIVITY REPORT – SEPTEMBER – DECEMBER 2010 (Ref Committees-11732)</i>	<b>20</b>

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## **1 REGIONAL SERVICES**

### **1.1 REGIONAL DEVELOPMENT ACTIVITY REPORT JULY – DECEMBER 2010**

**REFERENCE: COMMITTEES-11740**

#### **PURPOSE OF REPORT**

To provide Council and member Councils with a progress report against activities being undertaken by the Regional Development Business Unit.

#### **KEY ISSUE(S)**

- The Regional Development Activity report is produced as a progress report against the annual Business Unit Action Plan.
- The Action Plan is aligned to the objectives and strategies of the EMRC Strategic Plan for the Future 2010/2011 to 2013/2014.
- This report outlines progress achieved against actions for the period July to December 2010.

The following provide key points during the Reporting period:

- Presentations to member Councils outlining Regional Tourism Strategy and the Regional Broadband Business case were delivered.
- Successful delivery of the Avon Descent Family Fun Days.
- The Regional Economic Development Strategy was completed.
- The Perth Darwin Highway – Stage One Advocacy Reference Group formed and held three meetings.
- The Regional Cycle Master Plan and Active Transport Plan for Walking and Cycling were launched with a workshop with members Council officers and stakeholders in December 2010.
- A series of eight Public Transport Forums were held to gather community views on a desirable public transport system for Perth's Eastern Region.
- The formal withdrawal of the City of Swan from the Regional Tourism Program to become effective in 2011/2012.

#### **SOURCE OF REPORT**

Director Regional Services

#### **BACKGROUND**

Regional Development activities have been undertaken by the EMRC since 1998 when the member Councils decided there would be efficacy in merging the East Metro Local Advisory Group (EMLAG) into the activities of the EMRC through the formation of a Regional Development Business Unit.



*Item 1.1 continued*

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 on regional strategies, projects and activities are provided to Officer Working Groups, Committees and Council to ensure the EMRC and its member Council Councillors and staff are kept up to date on recent initiatives of the Regional Development.

Two advisory groups comprised of member Councils' 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), which meets on a regular basis, considers economic development issues and initiatives and has recently been combined with the Visitor Servicing Regional Advisory Group (VSRAG) to guide tourism development activities. 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 as required.

The Regional Development projects being reported against include:-

- Regional Transport Planning;
- Regional Land Use Planning Investigations;
- Regional Economic Development;
- Regional Youth and Education;
- Regional Tourism; and
- Regional Advocacy and Sponsorship.

## **REPORT**

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

All of the Regional Development strategies emanate from the EMRC's Strategic Plan and all activities and projects are listed in the Annual Business Unit Plan which becomes the source document for guiding the work of the business unit throughout the year.

The following report reflects the structure of the Regional Development Business Unit Plan and provides a progress report for the period July to December 2010.

## **PROGRESS AGAINST REGIONAL DEVELOPMENT ANNUAL BUSINESS PLAN 2010-2011**

### **Objectives:**

- 2.1 To facilitate regional tourism development
- 2.2 To facilitate regional cultural and recreational activities
- 3.1 To facilitate increased investment in regional infrastructure
- 3.2 To support the development of regional education and training opportunities
- 3.3 To facilitate regional economic development activities
- 4.6 To provide responsible and accountable governance and management of the EMRC
- 4.9 To improve organisational culture, health, welfare and safety



*Item 1.1 continued*

**Strategy: 2.1.1 Promote Perth's Eastern Region**

**Action: Undertake collaborative marketing activities with Experience Perth and regional stakeholders**

Under the Regional Tourism Strategy (RTS) the above-mentioned strategy is being achieved through Destination marketing which is covered under Key Focus Area Six – Regional Event Programme; and Key Focus Area Seven – Collaborative Marketing.

During the reporting period the EMRC undertook the following range of destination marketing activities focusing on the promotion of tourism both within and outside a destination to attract and influence visitors to the Region.

▪ Experience Perth

The EMRC purchased space for a regional marketing advertorial in the Experience Perth 2011 Holiday Planner. By participating in such heavily subsidised State lead marketing activities allows the EMRC to increase exposure of the Region without the significant budget implications. The EMRC has purchased a two-page spread to promote Perth's Eastern Region, with a focus this year on parks and trails.

The Experience Perth Holiday Planner is well recognised by industry and consumers as the premier publication promoting the destination of Perth and surrounds. Due for publication in 2011, the Planner has a shelf life of 12 months and targeted distribution of 120,000 copies within Australia and internationally. The Planner showcases extensive information on the entire region featuring destination editorial, maps and product listings.

▪ Regional Cycle Tourism Promotion

The EMRC publication, Cycle Perth's Eastern Region, is being distributed on an ongoing basis through the following tourism and cycling networks:

- Department of Transport's Bikewest website and brochure order forms;
- Member Councils' TravelSmart officers, Council offices and recreation facilities;
- Various tourism, cycling and hospitality businesses in Perth's Eastern Region;
- Kalamunda Visitor Centre;
- Mundaring Visitor Centre; and the
- Swan Valley Visitor Centre.

The EMRC has encouraged several new businesses to stock the brochure, including a cycle store in Malaga, a bike transfer company operating in the Perth Hills, and WA Museum Shop in the Perth CBD. Promotional activities during July to September included distribution to all competitors in the 2010 Avon Descent white water race, to participants in the Department of Transport's LivingSmart program from August, promotion at the Kings Park Wildflower Festival in collaboration with the Top Trails WA project in September, and stocking brochures at the East Perth Rail Terminal from July.

To date, approximately 24,000 copies of the brochure have been distributed since its completion in September 2009.



*Item 1.1 continued*

**Strategy: 2.1.2 Implement the Regional Tourism Strategy**

**Action: Implement Regional Tourism Strategy**

▪ Regional Tourism Strategy

Development of a Regional Tourism Strategy (RTS) to guide EMRC in its delivery of regional activities for the period 2010 to 2015 was completed in accordance with the process endorsed by Council. The RTS was approved by Council on the 22 April 2010 (Reference Committees-10699).

At the request of EMRC Councillors, the RTS was presented in July to the City of Belmont, City of Swan and the Shire of Mundaring. Since its approval, project plans and measurement structures have been developed for the 2010/2011 projects.

At the request of EMRC Councillors, a brief has been developed for a Tourism-focused industrial tour of the region, which will be delivered in the 2010/2011 year, with a suggested timeline of March 2011 to coordinate with the Perth's Autumn Festival.

▪ Withdrawal of City of Swan from Regional Tourism Projects

For 2010/2011 the City of Swan will withdraw from some of the regional tourism projects undertaken by the EMRC. The City will continue to participate in the Avon Descent Family Fun Days project, including a portion of the regional Lotterywest grant. In addition, the City of Swan content will remain on the regional tourism portal, PerthTourism.com.au, directing site traffic to the Swan Valley Visitor Centre.

From 2011/2012 onwards, it is understood that the City of Swan does not intend to fund nor participate in any regional tourism projects, however they have requested that the EMRC provide project specific work which is currently being negotiated and scoped.

▪ Forum Advocating Cultural and Eco Tourism (FACET)

For the past two years, the EMRC Tourism Project Coordinator has sat on the executive board of the Forum Advocating Cultural and Eco Tourism (FACET). This term will expire in October 2010, and the Tourism Project Coordinator and the Administration Officer both renewed their annual membership with FACET in July 2010.

**Strategy 2.1.3 Undertake Tourism Research**

**Action: Conduct an audit of current research activities impacting Perth's Eastern Region (RTS 2.2)**

The Economic Development Officer Group (EDOG) agreed at its December meeting to hold a workshop in early 2011 to formulate a tourism research program.

**Action: Advocate inclusion of Perth's Eastern Region in evaluation of regional / destination data needs through the National Long Term Tourism Strategy (RTS 2.1)**

Enquiries have been made by the EMRC with the Federal Department of Resources, Energy and Tourism to gain an understanding of what is required to achieve this outcome, in relation to participating in the National Tourism Research project. The EMRC is awaiting a response in relation to process, and has created a draft internal project plan in the interim.



*Item 1.1 continued*

**Strategy 2.1.4 Facilitate tourism infrastructure and product development**

Under the Regional Tourism Strategy the abovementioned strategy is being pursued through - Destination Development - the pursuit of a type, style and level of tourism that contributes to the social, cultural, political and environmental sustainability of Perth's Eastern Region as a place to live, work and visit.

**Action: Develop the Swan and Helena Rivers Trails Interpretive Marketing Plan**

Development of the Swan and Helena Rivers Foreshore Trail Interpretation Plan has been completed in collaboration with Savagely Creative Consultancy. The development of the plan will link in with the Swan Canning Iconic River Trails Project (SCIRTP) which is currently being undertaken by the South West Aboriginal Land and Sea Council (SWALSC) with funding from Lotterywest and in partnership with Perth Region NRM.

**Action: Identify tourism transport priorities for the Region for inclusion in the EMRC Regional Integrated Transport Strategy**

Work on this action will be occurring in quarter 3 and 4 of the 2010/2011 year.

**Action: Advocate for increased allocation to government programs that support tourism infrastructure development e.g. signage, trails, interpretation**

▪ Cycle Tourism

The five priority regional cycle tourism projects identified in the Report of Investigations into Cycle Tourism have been implemented by the EMRC in collaboration with member Councils, regional tourism industry stakeholders, cycling industry and WA government agencies.

The Perth Hills Trails Reference Group is working to progress the development of Mountain Biking activities in the Region. The Regional Development Coordinator attended the second meeting of the Perth Hills Trails Reference Group in August 2010. The EMRC has previously contributed \$10,000 towards the Perth Hills Trails Master Plan, and feedback on the Perth Hills Trails Master Plan Draft Project Scope was provided in September 2010. A tour of the mountain bike infrastructure in the Perth Hills, including the Goat Farm Mountain Bike Park and Kalamunda Circuit was scheduled for August 2010. The tour has been postponed until early 2011 due to the unavailability of officers from the Department of Environment and Conservation.

Cycling events were introduced for the first time in 2010, Perth's Autumn Festival. The development of Cycling Infrastructure in the Region is being progressed through the development of a Regional Cycle Master Plan for Perth's Eastern Region.

The EMRC publication, Cycle Perth's Eastern Region, is being distributed on an ongoing basis through the following tourism and cycling networks. For additional information see Destination Marketing - Regional Cycle Tourism Promotion. To date, approximately 24,000 publications have been distributed.



*Item 1.1 continued*

**Strategy: 2.2.1 Facilitate initiatives to enhance Aboriginal Reconciliation**

**Action: Develop suitable Aboriginal consultation guidelines to assist member Councils and community groups in obtaining section 18.**

The development of a Regional Aboriginal Consultation Plan was identified by member Councils in 2009 as the next regional priority. The purpose of the project is to develop a best practice, inclusive Regional Aboriginal Consultation Plan that assists member Councils in dealing respectfully, efficiently and effectively with project planning, management and approvals relating to Aboriginal heritage, whilst also ensuring compliance with legal requirements, including the Aboriginal Heritage Act 1972.

Nominations have been sought for member Council representation on the Regional Environment Advisory Group which will be the forum used to steer the project.

An issues paper has been researched and collated to identify all the existing barriers and issues associated with indigenous consultation.

A consultancy brief is being prepared to engage an indigenous facilitator to assist in a stakeholder workshop to review the issues and identify solutions to be pursued.

**Action: Continue to identify opportunities to enhance Aboriginal training and employment**

The EMRC participates on the City of Swan's Collaborative Reference Group. The group comprises of key stakeholders interested in finding solution to developing indigenous employment through tourism.

**Strategy: 2.2.2 Develop and Promote Regional Events**

**Action: Coordinate Perth's Autumn Festival and marketing campaign (RTS 6.1)**

Planning has commenced for 2011, with the marketing consultant onboard (CMS Events), sponsorship packages under development and the planning meeting with member Council officers scheduled for October.

**Action: Coordinate Avon Descent Family Fun Days and marketing campaign (RTS 6.3 & 6.4)**

▪ Avon Descent Family Fun Days

The 2010 Avon Descent Family Fun Days were successfully held from Friday 6 August to Sunday 8 August 2010. Despite the low water levels resulting in the withdrawal of most power craft, the five Family Fun Day events held along the race course were well received, with an estimated 25,000 attendees.

A debrief meeting was held on 18 August 2010, which provides an opportunity for Council officers and event stakeholders to share their experiences and discuss recommendations for 2011. All Councils provided positive feedback on the new collaborative marketing campaign trialled by EMRC in 2010, which will be repeated with improvements in 2011.

The Lotterywest acquittal process is now underway by EMRC on behalf of the participating Councils.



*Item 1.1 continued*

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

**Action: Implementation of Regional Integrated Transport Strategy**

The Regional Integrated Transport Strategy (RITS) was adopted by EMRC Council in 2008. The revised RITS Action Plan 2010-2013 was adopted by EMRC Council in February 2010. The RITS identifies strategies and actions to address transport infrastructure and access issues in the Region.

The RITS is guided by the Implementation Advisory Group (RITS IAG) with members drawn from the:

- Technical Directors from each member Council;
- Department of Planning;
- Main Roads WA;
- Public Transport Authority;
- Westralia Airports Corporation Pty Ltd;
- Transport Forum WA Inc; and
- EMRC.

In the reporting period the following planned activities have occurred to facilitate implementation of the RITS.

- Two meetings of the RITS IAG were held in July and December 2010;
- Participation in the Great Easter Highway Upgrade project commenced;
- Participation in the Gateway project – road around Perth Airport commenced;
- Negotiation with Curtin University to undertake an advocacy research project on Public Transport was design and funded; and
- Grant funding was provided to undertake the regional cycle Master plan and develop an Active transport Plan.
- The EMRC has been invited to present at the next Urban Transport World Australia in February 2011. The topic being presented will be “Implementing a Regional Integrated Transport Strategy” and will cover the place of Local Government in transport planning, how land use is connected to transport strategy, overcoming barriers to the uptake of walking and cycling and facilitating community engagement.

**Action: Develop a Regional Walking Strategy (RITS 5.11)**

**Action: Develop a Walking Audit Capacity Building Programme (RITS 3.2)**

The EMRC has negotiated a funding agreement with the Department of Transport to:

- 1) Develop a Walking Strategy for Perth’s Eastern Region 2011-2016 using Walk WA: A Walking Strategy for Western Australia 2007-2020 and International Charter for Walking frameworks as guides; and
- 2) Develop a walkability audit tool and conduct a training session with member Council officers to pilot the tool through a site audit at one location in the Region.

The project objectives are to improve the planning of places where people walk and to improve Local Government knowledge and skills in planning for walking.



*Item 1.1 continued*

A project methodology and approach was designed and a site location for developing the audit tool was selected. The site will be Midland. The project was launched in December and has been rebadged as the Regional Active Transport Strategy rather than a Walking Strategy.

**Action: Develop a Regional Cycle Infrastructure Plan (RITS 3.3 & 3.4)**

- Perth Bicycle Network Application for Funding

A regional funding submission was prepared by the EMRC and submitted on behalf of the Region by the Shire of Kalamunda to the Department of Transport for the Perth Bicycle Network Local Government Grants programme. The submission sought matching funding of \$50,000 to develop a regional cycle master plan to identify and address connectivity of cycle plans across the Region.

This project seeks to address regional connectivity of local bike plans, particularly barriers to accessing employment and activity centres. The outcome of this project will provide Perth's Eastern Region with a plan that identifies existing and new paths that need realignment and/or development in order to have cycle paths that connect across member Council boundaries. Delivering on the plan will provide an efficient tapestry of bicycle paths across the region that can meet the needs of commuters to work, shopping centres and to public transport access points.

Following advice in late June 2010 that the application was successful, officers commenced detailed scoping to develop a methodology resulting in RFQ to engage the required experts needed to support the project. Member Councils provide information on the current status of their local cycle plans where applicable. The discovery phase has identified that three of the member Councils do have local bicycle plans in place which will need to be addressed in the development of a regional plan.

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

The Regional Integrated transport Strategy Implementation Advisory Group (RITS IAG) will schedule a review in Quarter 3 and 4.

**Action: Develop TravelSmart activities related to EMRC's events e.g. Avon Decent, Autumn Festival etc (RITS 5.2)**

- Perth's Autumn Festival

The Clean and Green by 2013 Green Paper originally developed in 2008 sets the direction of the Perth's Autumn Festival events over this period to become green events. The Paper outlines different initiatives to be undertaken each year in the development of this aim.

In 2010, the Discover the Treasures of the Hills event was changed from a driving tour of the Shire of Mundaring, to a walking treasure hunt around the Mundaring Village centre to be more environmentally friendly. Cycling events were also introduced in 2010 for the first time, with four cycling events held in conjunction with the six Council tourism and community events.

For 2011, initiatives include measuring the carbon footprint of the events, and to promote events that are carbon neutral. Part of measuring the carbon footprint is looking at travel methods to and from the events.

- Avon Descent Family Fun Days

The 2010 Avon Descent Family Fun Days promotion on the regional tourism portal, PerthTourism.com.au, encouraged attendees to walk, cycle or catch public transport to the events, with a hyperlink to the Transperth website.



*Item 1.1 continued*

**Action: Conduct Travel Demand Management forum to encourage businesses to support TravelSmart initiatives (RITS 5.5)**

- A Travel Smart for Business program will be scoped and developed in Reporting periods 3 and 4 following investigation into funding availability; and
- Travel Smart Household.

During the July to September reporting period the focus for TravelSmart was on set up and delivery of the TravelSmart Household Program funding in conjunction with Perth Solar City's LivingSmart in Perth's Eastern Region. The LivingSmart program, part of Perth Solar City, will enable 6,000 households in Perth's Eastern Region to reduce their greenhouse gas emissions through the TravelSmart program with the provision of information and support. The program will run between August 2010 and May 2011. Funding commitments to LivingSmart from Department of Transport is \$440,000, EMRC is \$30,000 and each member Council is \$5,000.

**Strategy: 3.2.1 Investigate the need for a Regional Youth Employment and Education Strategy**

**Action: Scope the need for a regional Youth & Education Strategy to address gaps in youth development, employment, training and education**

Council resolved in March 2010 that a scoping exercise was to be undertaken that would provide a current state analysis of what services, activities and projects were being delivered to youth and what gaps in education and training were prevalent in Perth's Eastern Region. The outcome of the scoping exercise is to give Council a future direction for supporting youth and education.

Historically the EMRC has engaged in youth focused activities in response to external funding opportunities that align to the organisation's business or project directions. An annual allocation of \$25,000 has enabled the EMRC to leverage partners and funding to undertake youth projects.

With support from member Councils, the EMRC is currently developing a discussion paper to outline regional opportunities for the preparation of a Regional Youth and Education Strategy (RYES). The Paper will identify opportunities for improving youth education initiatives and determine if the EMRC has a role to play in addressing the current imbalance that exists in the region which is the cause of a drain of the region's gifted and talented youth towards the learning precincts that exist in the northern and western regions of Perth.

Desktop research and analysis of the federal government priorities and programs has been collated during the July to September reporting period. Interviews with four relevant officers from the six member Councils was also completed, with a further two to be completed when the relevant officers are available. Further research on the NGO sector and State Government programs are still to be undertaken.

**Strategy: 3.3.1 Support local Chambers of Commerce within the region**

**Action: Facilitate meetings and workshops with Regional Chambers of Commerce and Business Associations to develop relationships across business networks**

The EMRC works closely with local business to build and strengthen networks across the region. During the July – September reporting period the EMRC attended the Swan Chamber of Commerce breakfast club meetings and the Belmont Business Advisory Group meeting.



*Item 1.1 continued*

**Strategy: 3.3.2 Facilitate development of industry clusters**

**Action: Investigate industry sectors to identify potential clustering opportunities**

Scoping was undertaken to determine the best approach going forward for establishing future industry clusters. Investigations have resulted in the EMRC undertaking an evaluation of the EMICoL cluster before a final decision on cluster development selection is made.

A Request for Quotation was developed to appoint a suitably qualified professional to undertake the review process. The review will produce its findings by March 2011.

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

**Action: Provide regional profile tools to EMRC and member Councils (REMPAN, Profile.id, Atlas.id)**

- Regional Profiling Tools

The EMRC purchased profile.id, an online regional profiling tool enabling users to analyse local community characteristics in Perth's Eastern Region in 2008. The EMRC has now additionally purchased atlas.id, which is an online social atlas of thematic maps showing where specific groups of people live. The EMRC organised a training session presented by ID Consulting for EMRC and member Council officers in July 2010.

The EMRC purchased REMPLAN 3 in 2009, a user friendly regional economic analysis software package that gives access to a dynamic economic modelling capability and detailed regional economic data for up to 109 different industry sectors. An additional dataset was added to the existing datasets for the Perth Metropolitan Area in July 2010 to allow for comparisons between Perth's Eastern Region, member Councils and the broader metropolitan area. This was negotiated at no additional cost to member Councils or EMRC.

A training session for EMRC and member Council officers on REMPLAN was held at the EMRC offices in July 2010. The EMRC provides access to REMPLAN to member Councils through a dedicated computer in the Regional Development department; located at the EMRC's Ascot Place offices due to licensing requirements

**Action: Facilitate stakeholder workshops to identify future investment opportunities or partnerships (e.g Bendigo Bank)**

- Digital Media Hub

EMRC Staff provided support and guidance for FORM's proposal to develop a Digital Media Hub in the former railway workshops in Midland during August 2010. The refurbishment of approximately 2300sqm within the foundry building forms stage 4 of the Midland Atelier project and reflects a proposed \$9.5 million development project. FORM is currently seeking funding for the project.

- Metronode – Data Centre Development Opportunity

The EMRC has received communication from Metronode Pty Ltd, a wholly owned member of Leighton Contractors, of which Nextgen Networks and Visionstream are also members. Both Nextgen and Visionstream are assisting with the Regional Broadband Blackspots rollout.



*Item 1.1 continued*

The Group Manager, Business Development, is looking to travel to Perth in the near future and is interested to meet with the EMRC to discuss opportunities and developments in Perth's Eastern Region. Metronode are seeking information on technical / business parks in the Region that might offer large warehouse-office structures. The EMRC has forwarded this request for information to the Economic Development officers at each of the member Councils

**Action: Host regional meeting of member Council Grants Officers**

- Regional Grants Officers Meeting

The EDOG identified the benefits of bringing together the Grant Officers (or other relevant council staff) at member Councils to investigate possible synergies and opportunities to work together in the areas of Grant Funding. This was again recognised as an opportunity through the consultation conducted in the development of the REDS.

An initial meeting was held on the 14 July 2010 and training on profile.id, atlas.id and REPLAN was offered to Council staff in July 2010. There was support for the group and the EMRC will coordinate a second meeting of the officers in early 2011.

**Action: Conduct Regional Industrial Tours**

- Regional Industrial Tours

EMRC is organising half-day field trips to familiarise EMRC and Council staff with industrial estates in the Region. The aim of the industrial tours is to cross promote opportunities for growth of existing businesses and investment attraction to Perth's Eastern Region.

The third regional industrial tour of the Midland Redevelopment Authority, Midland Atelier, and future sites for the Midland Health Campus and proposed Raffles University was conducted in August 2010. During the development of the REDS, the benefits of including State Government representatives on the tours were identified and as a result, the tour was expended to include State Government representatives. Attendees on the day included; the Department of Commerce, Department of Planning, Department of Training and Workforce Development, Enterprise Connect and Polytechnic West (formerly Swan TAFE).

The fourth industrial tour was held on the 13<sup>th</sup> October 2010 in association with the City of Swan. The tour commenced with a presentation by the City of Swan's Manager of Strategic Planning and was followed by a coach tour of several key industrial and commercial growth areas in the City of Swan, including the Hazelmere Enterprise Area. The tour also included a visit to the EMRC's Hazelmere Recycling Facility.

<b>Strategy: 3.3.5 Implement Regional Economic Development Strategy 3.3.5</b>
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**Action: Develop a Regional Economic Development Strategy**

- Regional Economic Development Strategy (REDS)

The EMRC in collaboration with member Councils and other stakeholders, continued to progress with the development of the Regional Economic Development Strategy (REDS). This Strategy sets in place a structured framework for the delivery of Economic Development activities for the period 2010 to 2015.



*Item 1.1 continued*

Key actions completed in the reporting period include:

- Meeting with FORM and Midland Joblink on 10 August 2010 to seek feedback on the draft REDS Strategy and future partnership opportunities;
- Workshop with industry and developers on the 12 August 2010 to seek feedback on the REDS Key Focus Areas and prioritisation of the key focus areas, objectives, and actions;
- Meeting with Polytechnic West (formerly Swan TAFE) on 16 August 2010 to seek feedback on the Draft REDS Strategy and future partnership opportunities;
- Consultation with member Councils to confirm prioritisation of actions; and
- Finalisation of Strategy document for submission to CEOAC and Council in October 2010.

**Action: Conduct research to inform implementation of the Regional Economic Development Plan**

During the reporting period a working group was established comprising the City of Swan, Swan Chamber of Commerce, the Midland Redevelopment Authority and the EMRC to investigate and identify ways of maximizing economic development opportunities for the region given the imminent major developments being proposed for Midland.

Over the next five years a range of investment and development projects are expected, which will dramatically increase job numbers, residential densities and facilitate cultural change. In addition a proposal to develop a private university may also come to fruition, significantly changing Midland's social and employment fabric.

These known projects are briefly outlined in the following table:

Project	Likely Jobs
Midland Health Campus	2015
Midland Super GP Clinic	200
Midland Enterprise Park	700
Midland Oval	
Midland Atelier	60
Raffles Education Corporation*	3380
Other	1450

\*Note that this project proposal is still under consideration by the State Government

In light of the expected growth of employment for the Regional it was agreed that a series of research and investigative projects would be developed to bring about local content and jobs for local people. It was agreed that the first project would focus on the health industry.

The Health in Perth's Eastern Region (HIPER) project aims to support Perth's Eastern Region to maximise economic opportunities from the Midland Health Campus and GP Super Clinic investments. In maximising these opportunities, this project will address outcomes required by the EMRC's Regional Economic Development Strategy (REDS). The project is primarily focused upon the key focus areas of 'Buy Local, Supply Local' and 'Live Local, Work Local' within the Health Sector.

The scope of the HIPER project will cover the following main activities:

- Analysis of Supply Chains within the Health Sector and identification of opportunities for local fulfilment;
- Development of strategies to maximise the potential for local workers to fill local jobs in the Health Sector.



*Item 1.1 continued*

The objectives of the project are to:

- Increase opportunities for local business to fulfil supply needs for the growing health sector in Perth's Eastern Region. With particular consideration to the Midland Health Campus and the GP Super Clinic in their role as major demand generators for the wider region;
- Improve the self-containment of the region by aligning the current surplus of local health workers with the expected increase in local jobs in the health sector;
- Ensure the alignment of local workforce skills to industry needs in the health sector by working with local training providers, employment agencies and other stakeholders and mobilising them; and
- Increase overall employment capacity in Perth's Eastern Region by supporting business development and growth across allied health and other related industry sectors including transport, logistics, professional services, education etc).

Funding of \$7,000 each from the City of Swan, the MRA and the EMRC has been committed to undertake this project and a consultancy has been issued.

**Strategy: 3.3.6 Identify and investigate new regional development project opportunities**

**Action: Investigate the role of EMRC to support Detailed Area Plans (DAPs) for the region**

Monitoring has commenced by the EMRC of the amendments being proposed to the Planning and Development Act 2005, covering Development Assessment Panels (DAP).

The legislation being proposed to establish DAPs is currently in draft form and is likely to be presented to Parliament in early 2011. Until such times as the legislation has been passed the EMRC will continue to maintain a watching brief on the legislation and bring issues to the attention of the EMRC Council any implications arising from the legislation.

Key Issues for LGA's under the proposed DAP legislation include:

- Section 171A - Prescribed development applications to be determined by DAP;
- Section 171D - Minister may call in application; and
- Section 171I - Establishment of Development Assessment Panels.

This section gives the Minister for Planning the power to establish a LDAP for one local government district, or a JDAP for 2 or more local government districts. A panel is created by the publication of an Order in the Gazette.

- Section 171K - Administration and costs of DAPs

This section provides a head of power for the Governor to make regulations regarding the administration of DAPs and how the costs and expenses of DAPs are to be paid.

Local governments will be required to provide administrative assistance to their DAP, as well as provide facilities such as a meeting room when the DAP is schedule to meet in their local government area. In addition, local governments will be required to pay the sitting fees of its DAP members, and any additional costs and expenses incurred by the DAP. Regulations will set out how these costs are to be paid.

**Action: Investigate provision of Regional Planning support to member Councils**



*Item 1.1 continued*

One-on-one discussions with senior planners within a number of member Councils were undertaken to float the idea of a regional planning support service to member Councils. Initial reaction to the concept of regional approaches to various aspects of strategic land use planning was met with interest and positivity and a potential area for further exploration.

For example, the EMRC could position itself to undertake economic impact assessments, environmental impact assessments and other like roles that are normally sold to the market at premium rates. There are a range of specialised reports now needed to be undertaken by Councils and during the development processes associated with land use provision. Another area of support that could be centralised is community consultation and having a regional approach to undertaking this role. In order to further these ideas, the EMRC is planning to host a Regional Planning Think Tank in early 2011 to further investigate the feasibility of the various ideas.

**Strategy: 4.2.1 Implement the Regional Advocacy Strategy 2010-2015**

The Regional Advocacy issues for 2010 were agreed to by the CEOAC in March 2010 and focus would be given to:

1. Major regional Roads Infrastructure Projects including:
  - Perth Airport Roads
  - Great Eastern Highway
  - Perth to Darwin Highway
2. Principal Shared Path to Midland
3. Public Transport Provision
4. Swan and Helena Rivers
5. High Speed Broadband
6. Underground Power

Advocacy updates on these issues is outlined as follows:

***Perth Airport Roads - Gateway WA: Perth Airport and Freight Access Project***

Main Roads WA has been notified the Local Government representatives for the steering committee to provide governance support on the Gateway Project. The representatives will be Director Regional Services EMRC, and Director of Technical Services City of Belmont.

The GATEWAY WA Steering Committee has been established to provide strategic guidance and direction to the planning and development of the Gateway WA: Perth Airport and Freight Access Project. The committee will provide input and decision making at a strategic level as well as ensure that the goals and priorities of key stakeholders are realised.

The primary objective of the Gateway WA project is to create a new gateway to the state of Western Australia for airport and freight traffic that will enhance social, economic and regional development and which will provide safe, efficient and sustainable road access for all road users while protecting options for future rail. The role of the Committee will be to:-

- Provide strategic direction for the planning and development of the Gateway WA Project as part of the integrated planning for the Perth metropolitan area and the Kewdale / Forrestfield / Perth Airport precinct;
- Ensure that planning and development of the Gateway WA Project is consistent with Government policy, community and key stakeholder requirements and integrated with other transport modes;
- Ensure that appropriate communication, engagement and collaboration with the Westralia Airports Corporation, Local Government, the local community and other key stakeholders is undertaken as part of planning and development of the project;



*Item 1.1 continued*

- Ensure options are explored to minimise the financial cost to government while maximising the net benefit to the community;
- Provide high level decision making including release of Hold Points as defined in Contract 141/09; and
- Respond to other matters as raised by the committee members or key stakeholders.

During the reporting period EMRC attended a Steering Committee meeting to launch the project and a project Enabling Team meeting to meet with the Technical Officers on the project.

***Great Eastern Highway – City East Alliance Project***

The former State Transport Minister Simon O'Brien approved the City East Alliance (comprised of Leighton Contractors, NRW and GHD) to undertake the design and construction of the Great Eastern Highway upgrade, between Kooyong Road and Tonkin Highway. Detailed design commenced in November 2010, with construction scheduled to start in mid 2011. The State and Federal Governments have agreed to provide additional funding to complete the full upgrade proposed between Kooyong Road and Tonkin Highway, which is expected to be completed by the end of 2013.

The EMRC and City of Belmont are participating in the detailed planning for the project which will see a 4.1 km section of Great Eastern Highway upgraded to six lanes between Kooyong Road and Tonkin Highway with a central median, on-road cycle facilities and a continuous pedestrian path. As part of the works, all major intersections will be upgraded to include bus priority lanes and dedication turning movements.

Two workshops have been held of the Network Operations Working Group to develop a framework of clear, meaningful, challenging Key Performance Indicators (KPIs) for each of our nine Key Result Areas to help drive and measure the performance of the project. The EMRC and City of Belmont participated in the workshops.

***Perth Darwin Highway - Stage One Advocacy Reference Group***

Following a Stakeholder Forum in May 2010 attended by over 50 stakeholders, the final Perth Darwin Highway Stakeholder Forum Report and Advocacy Action Plan was developed and distributed.

Three meetings of the Advocacy Reference Group for the Perth Darwin Highway – Stage One were held on the 27 July, 29 September and the 15 November 2010. The Group has been working together to progress actions from the Advocacy Action Plan.

To date the EMRC has received 22 letters of support from various stakeholders and has implemented most of the actions emanating from the Action Plan. A website has been developed and launched and the Main Roads Department have commenced developing Business Case to progress the development of this stretch of highway. The Director General of Transport (Mr Reece Waldock) has advised that he will be seeking a budget allocation from Treasury of 10 million dollars to be allocated in the 2011-2012 financial year for preliminary planning to commence. The State Government is aiming to lodge an Infrastructure Australia bid by 2013/2014 to secure the funding for construction to commence.

The EMRC will continue to monitor these undertakings by the State Government through ongoing advocacy.

***Principal Shared Path along Midland Railway – Bayswater to Bassendean***

The final designs are being completed by Main Roads WA and construction works are due to commence end of February 2011.



*Item 1.1 continued*

Currently there are some large advertising signs within the railway reserve that are required to be removed and replaced with new signage. In December 2010 the new frames for the signs were delivered indicating that preliminary works are in progress.

**Public Transport Provision**

- Update for Perth's Eastern Region Presentation at Light Rail Meeting

The EMRC presented an update for Perth's Eastern Region at the Light Rail Meeting held in Fremantle in August, hosted by Senator Scott Ludlum of the Greens Party.

- Curtin University – Advocacy by Research on Community Views to Public Transport

Curtin University provided a presentation to EMRC on the study conducted in partnership with the City of Cockburn – Advocacy by Research - a community's opinion of what public transport networks and stations they want in their area. Curtin proposed to deliver in partnership with EMRC and member Councils six community public transport forums for a sponsorship contribution of \$15,000. The forums were proposed to provide community information to the EMRC for use in future public transport advocacy work.

As a result, eight Public Transport Forums were conducted successfully during October and November 2010 and the final report will be delivered by Curtin University in January 2011 outlining the consolidated findings. Around 250 people attended the forums including a number of Local State and Federal politicians.

**Swan and Helena Rivers Advocacy**

Securing the investment necessary for implementation of the Swan and Helena River Management Framework (SHRMF) is a key project within the EMRC's regional advocacy activities.

In the reporting period the following advocacy activities have occurred:

- Participation in the Swan Canning Policy Forum hosted by WALGA;
- The EMRC have been invited on to the WALGA Swan and Canning River Policy Forum which will bring together all the 21 Councils with river management responsible to advocate for increase funding and support;
- Made a submission on the Swan River Trust's Draft Policy – Dinghy Management along the Swan Canning Riverpark Shoreline;
- Advice received of unsuccessful Regional and Local Community Infrastructure Programme submission; and
- Attendance at meetings and forums with the Swan River Trust including the River Guardians' Swan River Dreaming Boat Tour, Natural Resource Management (NRM) Sub-regional Chairs and Co-ordinators Group meetings.

**High Speed Broadband**

The EMRC has been advocating for the improvement of high speed Broadband in the Region since 2007. The EMRC has continued to advocate on this issue and in 2009 developed a Regional Business Case for Broadband Infrastructure Upgrades across Perth's Eastern Region. EMRC lodged the regional business case with Senator Conroy in June 2010 at the Perth Community Cabinet Meeting.



*Item 1.1 continued*

Key actions completed in the reporting period include:

- In July 2010, the Regional Business Case was presented to the City of Belmont, City of Swan and the Shire of Mundaring Councils.
- The Department of Commerce is beginning work on setting up a Broadband Working Group to maximise the benefits of the National Broadband Network to Western Australia. In order to define the structure, membership and terms of reference for the Broadband Working Group, the Department of Commerce commenced an initial round of stakeholder consultations with major representative organisations. The EMRC met with the Department of Commerce on the 15 July 2010.
- On the 23 July, the Regional Business Case was presented to the Department of Commerce, Science, Innovation and Business team.
- On the 26 and 27 of July, EMRC hosted an exclusive visit from a National Broadband Network Company (NBN Co) representative to discuss the rollout of high speed Broadband across Perth's Eastern Region. The visit included a presentation overview of the business case; tour of Perth's Eastern Region; and a stakeholder forum. The forum was well attended by over 40 industry, community and government representatives and offered a unique opportunity for questions to be put directly to the NBN Co.
- On the 9 August, EMRC met with Gareth Simmons, General Manager Commercial Networks at NBN Co to present the Broadband Regional Business Case.
- On 13th August, EMRC met with the consultants appointed by the Department of Commerce to undertake the State Telecommunications Needs Assessment.
- In December 2010 the EMRC prepared another letter seeking advice on progress of the Regional Business Case submission lodged in July 2010.

The EMRC will continue to liaise with the NBN Co and Federal and State Government to advocate for increased broadband Infrastructure in Perth's Eastern Region.

***Underground Power***

The EMRC has been advocating for a review of the funding model for the State Underground Power Program (SUPP) since 2009. In Late 2009, the State Government announced it would undertake a review to look into the effectiveness and equity of the current SUPP.

In July 2010 the Economic Regulation Authority announced Inquiry into State Underground Power Program by way of a Costs and Benefit Study. The EMRC developed and lodged a regional submission to the Inquiry.

In October 2010 Energy Minister Peter Collier released the terms of reference for the review of the SUPP. The State Government had a target of having 50 per cent of houses in the Perth metropolitan area connected to underground power by 2010, and this target was achieved in January 2010, Mr Collier advised that having reached the initial target, it is an appropriate time for a review since the introduction of the program almost 15 years ago." The Office of Energy will conduct the review and provide a report to the Minister by June 30, 2011. Open to public consultation, it will include:

1. An investigation of costs for future rounds of the program;
2. Identification of priorities for undergrounding of power lines with respect to extreme weather events;
3. A review of the policy objectives of underground power; and
4. Consideration of ways of improving the equity and affordability of the program.

The EMRC will continue to monitor the release of the discussion paper for this review and prepare a regional submission.



*Item 1.1 continued*

**Other Advocacy Activities:**

During the Reporting period EMRC senior staff made representations to:

- The Hon Gary Gray – Special Minister of State; Special Minister of State for the Public Service and Integrity;
- The Hon. Peter Collier – Minister for Energy; Training and Workforce Development;
- The Hon. Simon O' Brien, former Minister for Transport and Disability Services; and
- Mr Reece Waldock, Director General, Department of Transport.

The following letters to Politicians and Senior Department Heads were distributed:

- Letters to all Perth metropolitan Members of Parliament and WA Senators in September to extend and invitation to attend the community public transport forums to be held in October and November.
- Letters sent to all Federal and State Ministers and the Shadow Ministry seeking support for the Perth Darwin Highway

During the reporting period the following regional submissions were lodged in response to various strategic direction documents:

1. State Government's Government Office Accommodation Master Planning - Regional submission in consultation with member Councils was submitted in August, providing comment on the State Government's Government Office Accommodation Master Planning Discussion Paper.
2. WAPC - Directions 2031 Sub Regional Strategies – including the Central Metropolitan Perth Sub-Regional Strategy and the Outer Metropolitan Perth and Peel Sub-Regional Strategy.
3. Tourism WA - Draft Aboriginal Tourism Strategy 2011 - 2015.
4. City of Belmont - Local Planning Scheme 15.
5. City of Swan -Hazelmere Enterprise Area Draft Structure Plan.

**Action: Develop Tourism Priorities to support advocacy activities related to government allocation towards tourism infrastructure (RTS 4.2 & 4.3)**

Work on this action will be occurring in quarter 3 and 4 of the 2010/2011 year.

**Action: Administer the Occasional Grants and Sponsorship Program**

The EMRC 3.6 Occasional Grants and Sponsorship Policy criteria guides all decisions on funding allocations under the program and a specified criteria is applied to ensure that all requests meet the requirements of the Policy. During the reporting period five requests for sponsorship (4 formal and one informal) were received in the reporting period and of these only one has been approved by Council to date.

- One application for \$15,000 was received from Curtin University to under take a Research through Advocacy project focussing on public transport. This was approved by EMRC Council on the 3 August 2010.
- Three requests have been received from Business Associations to sponsor their Local Business Awards. These requests have come from the Swan Chamber of Commerce, the Malaga and District Business Association and the Belmont BEC. All parties have been advised of the requirements of the EMRC Policy 3.6 and it was advised that their requests could not adequately meet the regional aspects of the criteria that would make them eligible for regional funding.



*Item 1.1 continued*

- Another request was received from the Shire of Mundaring to sponsor 'Pom Bomb the Park' a collaborative community art project culminating in an outdoor textile installation at Sculpture Park Mundaring. The project will involve a series of community workshops run from February to April 2011 based around creating pom poms that will be installed at Sculpture Park Mundaring and exhibited over a weekend in April 2011. Again the criteria fell short on regional applicability and the Shire has subsequently being advised.

**STRATEGIC/POLICY IMPLICATIONS**

The Regional Development projects and activities support achievement of the EMRC Strategic Plan for the Future 2010/2011 to 2013/2014 Key Result Areas of Social Opportunities, Economic Development, specifically objectives:

**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. Partial funding for EMRC Regional Tourism Development activities and the provision of REMPLAN is received annually from member Councils. All other initiatives outlined in this report are fully funded by the EMRC or from successful grants applications to assist and facilitate regional development on behalf of member Councils.

**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**

<b>Member Council</b>	<b>Implication Details</b>
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.  } Annual funding to partly subsidise some of the projects is also an implication for all member Councils.
City of Bayswater	
City of Belmont	
Shire of Kalamunda	
Shire of Mundaring	
City of Swan	

**ATTACHMENT(S)**

Nil



## 1.2 ENVIRONMENTAL SERVICES ACTIVITY REPORT – SEPTEMBER - DECEMBER 2010

**REFERENCE: COMMITTEES-11732**

### PURPOSE OF REPORT

To provide Council and member Councils with a quarterly progress report against activities being achieved by the EMRC Environmental Services.

### KEY ISSUES AND RECOMMENDATION(S)

- The Environmental Services Activity report is produced as a progress report against the Annual Business Unit Action Plan.
- The Action Plan is aligned to the objectives and strategies of the EMRC Strategic Plan for the Future 2010/11 to 2013/14.
- This report represents the Environmental business unit progress report for the period September to December 2010.
- An award of recognition received by the Eastern Hills Catchment Management Programme for exemplary support of community groups in the Eastern Region.
- Commencement of Green Jobs Corp with Job Futures and Bridging the Gap.
- First fish survey undertaken for the Helena River Fish Survey.
- End of Year Volunteer Celebration Event held and 2011 Bush Skills Program launched.
- Nominated as a finalist in the WA Water Awards for Water Campaign.
- The Shire of Kalamunda completed Milestone 4 of the Water Campaign in December 2010.
- Commenced a Water Auditing Service.
- Town of Bassendean launched their Perth Solar City Demonstration Project.
- Completion of Shire of Mundaring Administration Building Perth Solar City Demonstration Project.
- Completion of City of Swan Ellenbrook and Midland Library Perth Solar City Demonstration Project.
- Commenced installation of EMRC Perth Solar City Demonstration Projects.
- Completed stage one of the Swan and Helena River Management Framework Interpretation Plan.
- City of Belmont being the first member Council to approve its Local Climate Change Adaptation Action Plan.

### SOURCE OF REPORT

Director Regional Services  
Manager Environmental Services

### BACKGROUND

The EMRC Environmental Services business unit reports on key activities on an ongoing basis. The Strategic Plan 2010/2011-2013/2014 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".



*Item 1.2 continued*

The projects relevant to the Environmental Services primary activities include the following:

- Develop and implement regional environmental projects including:
  - Eastern Hills Catchment Management Program (EHCMP);
  - Water Campaign™;
  - Perth Solar City Project;
  - Achieving Carbon Emissions Reduction Program (ACE<sub>R</sub>);
  - Future Proofing Project (Regional Climate Change Adaptation Action Plan); and
  - Swan and Helena River Management Framework.
- 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 Strategic Plan for the Future and all activities and projects are listed in the annual Business Unit Plan which becomes the source document for guiding the work of the business unit throughout the year.

The following report represents the Environmental Services business unit progress report for the period September 2010 to January 2011.

**Strategy: 1.5.1 Continue the Eastern Hills Catchment Management Programme (EHCMP)**

EMRC has partnered with Job Futures and Bridging the Gap to bring Green Jobs Corp to Perth's Eastern Region. The 26-week environmental training program offers young people, aged 17 to 24 years, the combination of work experience, skill development and accredited training to ensure they are ready for employment in emerging green and climate change industries.

A funding application for \$47,415 was lodged to the State NRM office for a project called "Strengthening Our Streams (SOS). The project identifies three priority sites for weed control and revegetation across the Shires of Kalamunda and Mundaring and City of Swan.

Recognition was received by one of the EHCMP's Catchment Group's being the Helena River Catchment Group for work undertaken on the "*Helena River Rehabilitation Project (Pipehead Dam to Scott Street)*". The project won the prestigious "Bushland and waterways" category of the "2010 Western Australian Environmental Award".

Recognition for EHCMP's work was also acknowledged by Perth Region NRM in November 2010, which awarded EHCMP with an award of recognition, "For their exemplary support of community groups in the Eastern Region".



*Item 1.2 continued*

**Action 1.5.1.1 Coordinate and Implement Community led projects (Swan River Trust project).**

The EHCMP team continued to assist catchment and friends of groups with a number of grant applications. Groups within Perth's eastern region was granted \$77,752 Swan Alcoa Land Program (SALP) funding for 2011. The team has been instrumental in implementing the following projects:

- Catchment Scale Watsonia Eradication Program;
- Eastern Tributaries Foreshore Assessment;
- Helena River Fish Fauna Survey;
- Lower Helena River Restoration Project;
- Building Future Capacity in NRM with Perth Region NRM (PRNRM);
- Restoration and rehabilitation of the Swan/Canning River foreshore and associated tributaries;
- Protecting the Swan Region from Weeds of National Significance;
- WA NRM Program application focused on priority tributaries;
- Bugle Tree Creek Restoration Project;
- Piesse Brook Restoration project; and
- Consultation with South West Land and Sea Council (SWALSC) regarding Aboriginal consultation process for community groups NRM projects.

**Action 1.5.1.2 Implement Native Freshwater Fish Fauna Survey of the Helena River**

The EMRC received grant funding from the State NRM Office in 2010 to conduct a Native Freshwater Fish Survey of the Helena River. The overall aim of the Fish Fauna Survey is:

- To develop an inventory of fish species in the Helena River. The study will detail species present, their relative abundances, population structure, literature review and biology of each species, conservation status and distribution;
- Data on habitat structure will be used to statistically examine and report on relationships between habitat characteristics and fish diversity/species distributions;
- To recommend strategies to increase fish populations e.g. targeted restocking, habitat restoration activities and feral fish control; and
- To share information with local community and relevant government agencies.

A consultant was engaged and the first survey took place in November 2010. Based on results of the November sampling, the major issues with respect to management appear to be:

- There is a need for flushing flows to be provided to the Middle and Lower Helena River. The report recommends that the feasibility of ecological releases from Mundaring Weir should be investigated in collaboration with the Water Corporation;
- Water quality data be collected and analysed to determine if pollutants (e.g. pesticides, herbicides, heavy metals, hydrocarbons) may be responsible for the paucity of fish and crayfish in the Lower and Middle Helena;
- Maintenance of Dissolved Oxygen (DO) levels above thresholds (i.e. 50-60% saturation) known to cause stress in aquatic biota. This pertains mainly to the Lower and Middle Helena; and
- Restoration of riparian vegetation buffer zones in the Lower Helena and reintroduction of rush/sedge communities in the Lower and Middle Helena to improve habitat availability for native fish and crayfish.



*Item 1.2 continued*

The preliminary report recommends that management actions target the Lower and Middle Helena. The recommended actions outlined are preliminary only, as further sampling in March 2011 may highlight other issues that need to be addressed. A final report will be prepared following collation of all data after the final round of sampling in March 2011.

Articles about the project have been published in EMRC and Greenpage Newsletters. Presentations were conducted at the Sustainable Officers Networking Group (SONG) meeting and Helena River Catchment Group general meeting. Updates have been provided to the Swan River Trust (SRT) on the progress of the study and the opportunity to select alternative pools has been discussed. Discussions with the Swan River Trust (SRT) on environmental flow requirements for the Helena River system have also occurred.

**Action 1.5.1.3 Undertake Eastern Hills Catchment Management Programme marketing and promotion activities**

EHCMP have undertaken promotional work at a number of venues. The team set up a marquee and provided promotional material on EHCMP programs, funding bodies, SRT, catchment groups, and member Councils at the following venues:

- Zig Zag Walk Kalamunda
- Red Hill Open Day
- Hub of the Hills Spring Show
- Wildflower Society Event
- Gidgegannup Show

The Greenpage newsletter circulation has been expanded as a result of the marketing at the above venues.

The final two workshops for the 2010 Bush Skills for the Hills were well attended. The workshops "Threatened Ecological Communities (TECs) and Bush Fragments" and "Weeds of National Significance (WoNS)" gave participants a chance to learn more about TECS and WoNS, how to effectively identify and manage weeds, find out what is being done on a State and National level to manage these issues and gave participants practical skills to manage threats in their local bushland or property.

The development of the Bush Skills for the Hills program for 2011 has been completed with nine workshops and three movies organised. The program of events has been distributed to all Greenpage recipients and member Councils, with plans for wider distribution in January 2011.

EHCMP hosted its "End of year volunteer celebration event" in December 2010 where approximately 100 volunteers attended. Guests attending included members of Friends of and Catchment Groups as well as EMRC's CEO and a Councillor from the Shire of Mundaring. The event is held annually to recognise the outstanding contribution volunteers have in the Eastern Region. The event included the launch of the 2011 Bush Skills for the Hills program.

**Action 1.5.1.4 Implement Eastern Tributaries Restoration Project**

The Eastern Tributaries Restoration Project has undertaken NRM work in seven priority sites which covers an area of more than 10 kilometres. Areas include:

- Bugle Tree Creek
- Crumpet Creek
- Christmas Tree Creek
- John Forrest National Park
- Lower Lesmurdie Falls
- FR Berry Reserve
- Susannah Brook



*Item 1.2 continued*

NRM work undertaken to date includes:

- Removal of weeds;
- Revegetation of riparian zones;
- Bridle creeper and watsonia removal;
- Realignment drainage;
- Treating grassy weeds with solarisation; and
- Removal of an island of *Arundo donax* (giant reed – resembling bamboo).

**Strategy: 1.5.2 Implement Water Campaign Programme**

In October 2010 the EMRC was nominated as a finalist in the WA Water Awards for its collaborative approach to progressing local government through the Water Campaign™.

EMRC is now also offering a comprehensive water auditing service, completed by an accredited environmental consultant. The water audit report includes annual financial savings, payback periods and return on investment for the various water saving initiatives recommended.

**Action 1.5.2.1 Assist the Town of Victoria Park in implementation of Milestone 1 of the ICLEI Water Campaign**

Water Quality Checklists for both Corporate and Community sectors have been completed and approved by ICLEI, and signed off by the Acting CEO of the Town of Victoria Park. The Community Conservation Workbook has been completed and approved by ICLEI. The Corporate Inventory Tool has also been completed; however investigation of high consuming accounts needs to be conducted and possible reasons and explanations documented before it can be approved by ICLEI. This process is underway.

**Action 1.5.2.2 Assist the City of South Perth in implementing Milestone 5 of the ICLEI Water Campaign**

City of South Perth achieved Milestone 4 in August 2010. EMRC Environmental Officer is currently working at South Perth offices once a week, assisting with data collection for Milestone 5 re-inventory, as well as analysing community water consumption in an effort to single out high consuming accounts and together with the City's Water Campaign facilitator offer education on how to conserve water and potentially offer high consuming households and small businesses a community water audit.

**Action 1.5.2.3 Assist the City of Bayswater in implementation of Milestone 2 of the ICLEI Water Campaign**

The EMRC has progressed the City through the Water Campaign. A report focusing on the establishment of background contextual information in order to set water conservation goals and future actions was completed, namely:

1. Context for where City is currently positioned;
2. Researching targets with associated case study actions and resources breakdown to achieve those targets;
3. Propose targets and justify selection; and
4. Transpose actions and project resources required for Bayswater to achieve targets.

A final draft document was sent to the City of Bayswater Project Facilitator and ICLEI in late 2010. The Project Facilitator will forward the report to relevant City of Bayswater managers. The EMRC will facilitate a meeting of these managers in January 2011 to discuss future goals and actions.



*Item 1.2 continued*

**Action 1.5.2.4 Assist the Shire of Mundaring in implementation of Milestone 4 of the ICLEI Water Campaign**

The Shire of Mundaring has been informally advised that it has achieved Milestone 4. The Shire will be recognised and awarded for achieving Milestone 4 Corporate and Community Modules at the 2011 ICLEI Oceania Recognition and Briefing breakfast held in conjunction with the WALGA Convention and Trade Exhibition.

**Action 1.5.2.5 Assist the Shire of Kalamunda in implementation of Milestone 4 of the ICLEI Water Campaign**

The Shire of Kalamunda completed Milestone 4 in December 2010, ahead of schedule. ICLEI Oceania has announced that the Shire of Kalamunda will be recognised and awarded for achieving Milestone 4 Corporate and Community Modules at the 2011 ICLEI Oceania Recognition and Briefing breakfast held in conjunction with the WALGA Convention and Trade Exhibition. The Shire of Kalamunda Water Team and EMRC Environmental Consultant attended Milestone 5 training conducted in December 2010.

**Action 1.5.2.6 Assist the City of Belmont in implementation of Milestone 5 of the ICLEI Water Campaign**

The City of Belmont was awarded Milestone 5 at the WALGA recognition breakfast in August 2010. Project proposals are being created for the Post Milestone 5 actions and re-inventories and water audit proposals for high consuming facilities.

**Action 1.5.2.7 Assist the City of Swan in implementation of Milestone 1 of the ICLEI Water Campaign**

The City of Swan Community Conservation Workbook has been completed and approved by ICLEI and the Corporate Inventory Tool is close to completion. The EMRC and City of Swan are working together to complete Water Quality Checklists. Once completed the City should be eligible to be awarded with Milestone 1.

**Action 1.5.2.8 Investigate and develop a water auditing service**

The Environmental Consultant attended a Water Auditing Efficiency course in September 2010. The officer has completed a water audit of the EMRC building, resulting in a number of recommendations to reduce water use being approved by the EMRC Executive Management Team.

The Environmental Consultant has been liaising with the City of Belmont and Shire of Mundaring regarding conducting future water audits of their high water consuming facilities. An audit of the Bilgoman Aquatic Centre and the Mundaring Recreation Ground are being undertaken for the Shire of Mundaring in January 2011.

**Strategy: 1.5.3 Develop and implement regional environmental projects and services**

**Action 1.5.3.1 Develop Regional Environmental Strategy**

The Regional Environmental Strategy (RES) will guide service delivery of environmental, natural resource management and sustainability activities for the next five years. It will reflect the many environmental and sustainability initiatives currently being undertaken by EMRC and identify future needs at a regional level.

The draft strategy is currently being developed following interviews with member Council environmental and sustainability officers in 2010. A workshop will be organised in 2011 to look at key focus areas and actions for the Strategy.

**Action 1.5.3.2 Implement Best Management Practice (BMP) for Phytophthora Dieback**



*Item 1.2 continued*

The BMP Framework was completed and promoted to local governments with presentations at NAMN Forum; Dieback Information Group Conference and SONG Network. The next stage is to roll out the framework to metropolitan and regional local governments. The Dieback Working Group is seeking future funds to roll out the framework with associated training workshops.

*Save Our Bushland from Phytophthora Dieback*

This project (run by EMRC on behalf of the Dieback Working Group) has provided Phytophthora dieback sessions for teachers in schools near high conservation reserves. Teachers were trained to implement the

Discovering Dieback Education Kit by the EMRC Environmental Education Officer. Teachers will run the 10 week course with help from the Dieback Working Group during which time they will visit local bushland. At the end of the course an on-ground workshop will be organised by the Dieback Working Group where school pupils will get hands on experience treating trees for Phytophthora dieback.

**Action 1.5.3.3 Develop Local Environment Strategy for the City of Bayswater**

The City of Bayswater Local Environment Strategy will provide a strategic framework for the City of Bayswater's environmental management activities. The strategy will align with the City of Bayswater strategic plan - The Future of Our City: Strategic Plan 2011-2015 - which is currently being reviewed.

Interviews were conducted during 2010 with City of Bayswater staff. This information is currently being collated and will be used to provide the basis for further staff consultation to be undertaken in early 2011.

**Action 1.5.3.4 Develop a plan to promote the Natural Resource Management Manual**

No further plans to promote the Natural Resource Management Manual have been developed to date.

**Strategy: 1.6.1 Implement the Perth Solar City project**

A new phase of the Perth Solar City program saw the installation and launch of several demonstration projects, designed to display and promote energy-efficient technology and practices to residents of Perth's Eastern Region.

EMRC's support for the project included facilitating a Sustainable Communities Competition. The completion of the competition was celebrated in October 2010 at the winning community – the Spring Road Community Kindergarten in Kalamunda. The Kindergarten where the proud recipients of a 2.1 kW SunPower PV system. The event was attended by the former Minister of Environment Donna Faragher who conducted the switching on ceremony. The Rimmer family of Lesmurdie, a randomly selected household from one of the groups that entered the competition, was also chosen to win a fully installed 1.2kW PV system, courtesy of SunPower. The two runner-up community groups Valley Learning Centre and Mundaring Sharing received gift vouchers from Environment House and a load of premium quality mulch from EMRC.

**Living Smart**

Living Smart provides the intensive community engagement component of the Perth Solar City program. Living Smart is delivering a behaviour change program with 10,000 target households in the Eastern Metropolitan Regional Council area in order to:

- Build community capacity to adopt energy efficiency behaviours and low cost technologies;
- Overcome information and motivational barriers relating to the adoption of solar technologies (PV and SHW); and
- Motivate and connect households to suppliers of other Perth Solar City Program offerings including home assessments, solar technology products, events and workshops.



*Item 1.2 continued*

Living Smart is on track to achieve the projected overall outcomes of the project. This last quarter has seen the ongoing engagement of households through:

- Eco Coaching;
- Interactive meter reading feedback letters; and
- The promotion of Perth Solar City offering referrals.

Energy actions employed by participating households are collated during coaching calls. To date households are on track to save a total of 9,346 kWh of energy per day (on average, a saving of 2.7 kWh per household per day). These collective savings are equivalent to installing more than 2,032 x 1kW peak rated PV systems.

Some highlights from this quarter were:

- Continuation of Eco Coaching calls;
- 7,118 interactive meter reading feedback letters were sent out to 4,826 households (cumulative total of 13,411);
- More than 1,166 new energy efficiency actions, such as switching off standby or reducing shower times were reported by participating households in this quarter (cumulative total of 5,142 new actions);
- The significant increase in referral numbers resulting from the commencement of Eco Coaching services, including:
  - 494 referrals for Home Energy Audits (cumulative total of 1,917);
  - 427 referrals for Photo Voltaic panels (cumulative total of 926);
  - 234 referrals for Solar Hot Water systems (cumulative total of 484); and
- Living Smart Community Course delivered in Bassendean.

**Bassendean**

Installation of a 3.6 kW PV system, LCD Monitor and energy efficient lighting re-fit at the Bassendean Memorial Library have been completed along with the installation of a 4.08kW PV system and energy efficient lighting at the Ashfield Community Centre and Ashfield Reserve.

The Town of Bassendean launched their demonstration projects on 25 November 2010 at an event at the Bassendean Memorial Library.

**Bayswater**

The installation of 15kW PV system, LCD TV and supporting IT equipment has not yet been implemented. This will commence upon completion of the Maylands Multipurpose Centre, which is scheduled for June 2011.

**Belmont**

Installation of PV systems and LCD Monitor at the Belmont Library was completed in June 2010 and the project launched July 2010.

Tenders were called in September 2010 for installation of solar pool heating system, solar hot water systems and interpretive displays at the Belmont Oasis Leisure Centre. The project will be completed by March 2011.

**EMRC**

EMRC went to tender in October 2010 for installation of a 9kW PV Tracking system for the Red Hill Waste Management Facility and a 9kW PV roof-mounted system at the EMRC Administration Building.



*Item 1.2 continued*

The Administration Building system has been installed along with the inverters, to date and work has commenced in regards to earthworks and testing at the Red Hill site. Both projects are anticipated to be completed by March 2011.

**Kalamunda**

The Shire of Kalamunda's Energy Demand Reduction System (EDRMS) will be completed in March 2011 Quarter.

Installation of the 2kWp PV system and a 900W roof mounted wind turbine at the Kalamunda Library has experienced delays due to adjacent construction activities.

**Mundaring**

Installation of a 16kWp PV system, LCD display and signage was completed in September 2010. Data from the demonstration PV system, including details of energy production and greenhouse gas abatement is being collected on a continual basis and displayed on the LCD panel located in the front counter area of the Shire of Mundaring Administration Building. Implementation of the marketing/community engagement strategy is in progress and will be ongoing over the course of the project. Planning for a launch of the project is now underway and is scheduled to take place in early 2011.

The Shire's second project, a 3kW PV system will be installed at the Swan View Youth Centre by June 2011.

**Swan**

Installation of 1kWp PV system at Midland Public Library, a 2kWp PV system at Ellenbrook Community Library and a 10kW PV System at Altone Park Leisure Centre was completed in June 2010.

**Strategy: 1.6.2 Implement the ACE<sub>R</sub> Programme**

EMRC, along with four member Councils, City of Bayswater, City of Belmont, Shire of Kalamunda and Shire of Mundaring have signed up to the WALGA Greensense Local Government Emissions Reporting Platform. ACE<sub>R</sub> has assisted with the development of the corporate structure and is in the process of entering the account information into the software.

EMRC developed an ACE<sub>R</sub> Home Energy Audit Kit to assist residents to better understand climate change and ways they can reduce carbon emissions. The kits were made available through a selection of libraries and member Council offices in Perth's Eastern Region.

The ACE<sub>R</sub> Program has been promoted through the WALGA Eco-news newsletters, EMRC newsletters and SONG (Sustainability Officers Networking Groups) network. The Program has also been promoted through a number of NRM community events that the EMRC NRM Officers have partaken in.

**Bayswater**

The ACE<sub>R</sub> program delivered two Home Energy Audit Kits to the City of Bayswater during this reporting period. The Kits are being trialled amongst City staff. After the trial they will be implemented into the libraries for community use. The City of Bayswater have since purchased an additional four kits which are in the process of being built by the EMRC.

A draft Actions Report for the City was also completed identifying a new 2020 emissions target and actions that could assist the City reach their target (with costs associated and payback periods). The document also provided examples of what other Local Governments around the State and the Nation are do to achieve their goals.



*Item 1.2 continued*

The EMRC also assisted the City completing their contract for the Greensense Local Government Emissions Reporting Platform. Once all documentation has been completed the EMRC will assist the City in developing their corporate structure and generating a new inventory report.

**Belmont**

The ACE<sub>R</sub> program delivered two Home Energy Audit Kits to the City of Belmont during this reporting Period and these have been implemented into the City's library.

Also during this reporting period the City signed their contract to the Greensense Local Government Emissions Reporting Platform. The EMRC developed a draft corporate structure for the City that has been uploaded into the software along with all account information and Council facilities. The City of Belmont is now awaiting the next round of Synergy bill updates to be uploaded in to the Platform.

**EMRC**

The ACE<sub>R</sub> program delivered two workplace Home Energy Audit Kits for EMRC staff. The Kits have been hired by 12 staff to date with very positive feedback. The next step will be additional promoting within EMRC and taking the kits to Red Hill for loan to EMRC offsite employees.

**Kalamunda**

The EMRC continued to develop the Shire of Kalamunda's Carbon Reduction Strategy (CRS). This report will combined the Shire's existing Corporate Greenhouse Action Plan and Data Management Plan into one document. At the present time a draft CRS is under internal review by the Shire.

EMRC developed up a "How to" guide for the Shire's four power-mates along with feedback form to accompany the devices. The power-mates were launched into to Kalamunda Libraries in October 2010.

EMRC also developed a large poster for the Shire's Walk the Zig Zag promoting ACE<sub>R</sub> and the Shire's commitment to energy efficiency. Smaller copies of the poster have also been developed on a general program wide basis as handouts that can be used by all member Councils.

The Shire of Kalamunda has also completed their contract for the Greensense Local Government Emissions Reporting Platform and ACE<sub>R</sub> will commence development of the draft Corporate Structure in 2011.

**Mundaring**

During this reporting period the EMRC completed a final Cities for Climate Protection (CCP) Inventory review of the Shire of Mundaring's 2009 data. This report outlined that despite the Shire not reaching their 2010 target that Shire did remain under their predicted business as usual target.

The EMRC also assisted the Shire in signing their contract with the Greensense Local Government Emissions Reporting Platform. Work will commence in the development of the Shire's corporate structure in 2011.

***Action 1.6.2.6 Investigate an Energy Auditing /Accounting service***

The Environmental Consultant will be attending an Energy Auditing training course in February 2011. This will then be offered to member Councils as an additional service for high energy consuming facilities.



*Item 1.2 continued*

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

In implementing the Future Proofing Perth's Eastern Region – Regional Climate Change Adaptation Action Plan 2009-2013, EMRC continued to partner with member Councils to develop local actions plans for five of the member Councils. The Local Action Plans identify actions that can be undertaken at the local level. The Future Proofing project has made our member Councils and our region, a leader in the area of adapting for climate change.

One of the highlights of this reporting period has been the City of Belmont being the first member Council to approve its Local Climate Change Adaptation Action Plan.

**Action 1.6.3.1 Implement immediate and short term actions from the Regional Climate Change Adaptation Action Plan 2009-2013**

The project was promoted with presentations showcasing the Shire of Mundaring community engagement module at the Planning Institute of Australia (PIA WA) and Future Proofing Communities Conferences. A presentation was also provided to the Sustainability Officers Networking Group (SONG) meeting. A number of articles were published for Greenpage, EMRC and WALGA's newsletters. Liaison also took place with the

Office of Climate Change, the Department of Planning and the Department of Water to progress implementation of various immediate actions.

**Action 1.6.3.2 Implement the Future Proofing project for the Shire of Kalamunda**

The Shire of Kalamunda completed staff risk assessment and adaptation workshops with the EMRC and Consultants Coastal Zone Management. A draft Local Climate Change Action Plan was developed and is currently undergoing a final review by the Shire's staff.

**Action 1.6.3.3 Implement the Future Proofing project for the City of Belmont**

The City of Belmont completed development of the Local Climate Change Action Plan (LCCAAP). Printing and design of the LCCAAP is in progress.

**Action 1.6.3.4 Implement the Future Proofing project for the Town of Bassendean**

The Town of Bassendean completed development of their draft Local Climate Change Action Plan (LCCAAP) and put up the draft for community consultation. The Environmental Projects Coordinator has presented the draft LCCAAP to the council which was well received and approved for public comment. The next stage of the project will involve incorporating community comment into the document.

**Action 1.6.3.5 Implement the Future Proofing project for the City of Bayswater**

The City of Bayswater has completed development of the first draft copy of the Local Climate Change Action Plan (LCCAAP) which requires further work to reflect the City's needs and priorities in the area of climate change adaptation and mitigation. EMRC has undertaken consultation sessions with relevant officers from environmental, planning and development departments. The LCCAAP has been updated with responsible business unit information and a draft has been provided to the City's Project Facilitator who wishes to review the draft and meet directly with managers of respective business units to obtain budget details and confirmation regarding implementation of actions under the priority action areas.

**Action 1.6.3.6 Implement the Future Proofing project for the Shire of Mundaring**

The Shire of Mundaring has completed community risk adaptation workshops and developed a draft copy of the Local Climate Change Action Plan. Currently this document is undergoing a final review.



*Item 1.2 continued*

**Strategy: 3.3.3 Facilitate implementation of Swan and Helena River Management Framework (SHRMF)**

EMRC provided submissions relevant to the Swan and Helena Rivers Management Framework (SHRMF) to:

- WALGA on the Priority Plan for Investment into the future of the Swan Canning River System; and
- Swan River Trust Draft Policy SRT/D4 Stormwater Management.

**3.3.3.1 Develop Regional Aboriginal Consultation Plan**

EMRC is working in partnership with a range of key stakeholders, member Councils and relevant agencies and providers of indigenous heritage advice and services to develop a deeper understanding of the issues and processes required for Indigenous consultation. The Regional Aboriginal Consultation Plan aims to document a step-by-step process for member Council officers to better undertake Aboriginal consultation in order to meet legislative requirements and to identify who, how and what needs to be communicated within our local Aboriginal community, in a manner that is inclusive and respectful of Aboriginal heritage and culture. The Regional Environmental Advisory Group (REAG) guides the project. A desktop assessment and stakeholder consultation issues paper has been developed from research and stakeholder consultations. A Noongar consultant has been appointed to facilitate an inclusive stakeholder workshop and to provide advice where required. The workshop is scheduled for February 2011.

**3.3.3.2 Develop and implement Swan and Helena Rivers Foreshore Trail Interpretation Plan**

During this reporting period a presentation was delivered to the South West Aboriginal Land and Sea Council (SWALSC) Metropolitan Working Party outlining the draft plan. The Foreshore Trail Interpretation Plan with a Heritage and Tourism Interpretation Framework resource has now been completed with consultant Claire Savage, following a final round of member Council comments and feedback. The final report has been distributed to all member Councils and will be distributed to key stakeholders and agencies as appropriate. Stage 1 of the Plan is now complete.

**3.3.3.3 Promote and support the use of the Swan River Trust Best Practice Approaches to Foreshore Stabilisation Manual to member Councils**

EMRC Officers met with the Swan River Trust to discuss future training opportunities and ways of promoting use of the manual.

**3.3.3.4 Implement Swan and Helena Rivers Regional Recreational Path Development Plan**

EMRC commenced identification of member Councils path priorities and budgets.

Staff attended a number of events and relevant meetings including State Trails Conference and participated on the:

- Swan River Trust Swan Canning Iconic Trails Master Plan Project Steering Group;
- Swan and Canning Iconic River Trails Project Advisory Group led by the South West Aboriginal Land and Sea Council and Perth Region NRM with the support of Lotterywest and the Swan River Trust; and
- Swan Canning Local Government Policy Forum (C21).

The Lotterywest Trails Grants Program opened in December 2010 and closes in March 2011. A grant will be submitted based on the member Councils priorities identified in the Regional Recreation Path Development Plan.



*Item 1.2 continued*

## **STRATEGIC/POLICY IMPLICATIONS**

Environmental Services activities align with the following objectives in the EMRC Strategic Plan for the Future 2010/11 to 2013/14:

### 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 3 – Economic Development

- 3 To facilitate regional economic development activities

## **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**

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

## **ATTACHMENT(S)**

Nil



**15 REPORTS OF COMMITTEES**

**15.1 TECHNICAL ADVISORY COMMITTEE MEETING HELD 3 FEBRUARY 2011  
(REFER TO MINUTES OF COMMITTEE - YELLOW PAGES)  
REFERENCE: COMMITTEES-11690**

The minutes of the Technical Advisory Committee meeting held on **3 February 2011** accompany and form part of this agenda – (refer to yellow section of ‘Minutes of Committees’ for Council accompanying this Agenda).

**QUESTIONS**

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

**RECOMMENDATION**

That with the exception of items ....., which are to be withdrawn and dealt with separately, the recommendations in the Technical Advisory Committee report (Section 15.1) be adopted.

**COUNCIL RESOLUTION**

MOVED CR ZANNINO

SECONDED CR LINDSEY

THAT WITH THE EXCEPTION OF ITEM 9.7, WHICH IS TO BE WITHDRAWN AND DEALT WITH SEPARATELY, THE RECOMMENDATIONS IN THE TECHNICAL ADVISORY COMMITTEE REPORT (SECTION 15.1) BE ADOPTED.

**CARRIED UNANIMOUSLY**

**TECHNICAL ADVISORY COMMITTEE**

**MINUTES**

**3 February 2011**

(REF: COMMITTEES-11690)

A meeting of the Technical Advisory Committee was held at the EMRC Administration Office, 1<sup>st</sup> Floor, 226 Great Eastern Highway, BELMONT WA 6104 on **Thursday, 3 February 2011**. The meeting commenced at **4.02pm**.

**TABLE OF CONTENTS**

---

<b>1</b>	<b>DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS</b>	<b>1</b>
<b>2</b>	<b>ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE PREVIOUSLY APPROVED</b>	<b>1</b>
<b>3</b>	<b>DISCLOSURE OF INTERESTS</b>	<b>1</b>
<b>4</b>	<b>ANNOUNCEMENT BY THE CHAIRMAN OR PERSON PRESIDING WITHOUT DISCUSSION</b>	<b>1</b>
<b>5</b>	<b>CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS</b>	<b>1</b>
	5.1 <i>MINUTES OF THE TECHNICAL ADVISORY COMMITTEE MEETING HELD ON 18 NOVEMBER 2010 (Ref: Committees-11442)</i>	<b>1</b>
<b>6</b>	<b>PRESENTATIONS</b>	<b>2</b>
<b>7</b>	<b>ANNOUNCEMENT OF CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC</b>	<b>2</b>
<b>8</b>	<b>BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING</b>	<b>2</b>
<b>9</b>	<b>REPORTS OF OFFICERS</b>	<b>3</b>
	9.1 <i>A REVIEW OF THE MUNICIPAL WASTE ADVISORY COUNCIL (MWAC) PARTNERSHIP AGREEMENT (Ref: Committees-11611)</i>	<b>3</b>
	9.2 <i>FEES AND CHARGES – ASBESTOS DISPOSAL FOR COMMERCIAL CUSTOMERS (Ref: Committees-11402)</i>	<b>20</b>
	9.3 <i>TENDER 2010-05 SUPPLY AND INSTALLATION OF TRANSPORTABLE ADMINISTRATION OFFICE AT RED HILL (Ref: Committees-11723)</i>	<b>23</b>
	9.4 <i>HOUSEHOLD HAZARDOUS WASTE (HHW) PROGRAMME 2011-2015 (Ref: Committees-11726)</i>	<b>29</b>
	9.5 <i>PURCHASE OF WATER TANKER (Ref: Committees-11727)</i>	<b>33</b>
	9.6 <i>UPGRADE OF THE HYDRAULIC FIRE SERVICES AT THE HAZELMERE WASTE FACILITY (Ref: Committees-11752)</i>	<b>36</b>
	9.7 <i>TENDER 2010-06 AIR QUALITY MONITORING AND MODELLING FOR PROPOSED RRF AT RED HILL WASTE MANAGEMENT FACILITY (Ref: Committees-11773)</i>	<b>39</b>
<b>10</b>	<b>CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC</b>	<b>45</b>
<b>11</b>	<b>GENERAL BUSINESS</b>	<b>45</b>
<b>12</b>	<b>FUTURE MEETINGS OF THE TECHNICAL ADVISORY COMMITTEE</b>	<b>45</b>
<b>13</b>	<b>DECLARATION OF CLOSURE OF MEETING</b>	<b>45</b>

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## 1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Chairman opened the meeting at 4.02pm.

## 2 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE PREVIOUSLY APPROVED

### Committee Members

Mr Shane Purdy ( <b>Chairman</b> )	Director Infrastructure Services	Shire of Mundaring
Mr Doug Pearson	Director Technical Services	City of Bayswater
Mr Ric Lutey	Director Technical Services	City of Belmont
Mr Mahesh Singh	Director Engineering Services	Shire of Kalamunda
Mr Jim Coten ( <b>Deputy Chairman</b> )	Executive Manager Operations	City of Swan
Mr Peter Schneider	Chief Executive Officer	EMRC

### Apologies

Mr Simon Stewert-Dawkins	Director Operational Services	Town of Bassendean
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### EMRC Officers

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

### Observer(s)

Mr Robert Sim	Cardno
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## 3 DISCLOSURE OF INTERESTS

Nil

## 4 ANNOUNCEMENT BY THE CHAIRMAN OR PERSON PRESIDING WITHOUT DISCUSSION

Nil

## 5 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

### 5.1 MINUTES OF TECHNICAL ADVISORY COMMITTEE MEETING HELD ON 18 NOVEMBER 2010

That the Minutes of the Technical Advisory Committee meeting held on 18 November 2010, which have been distributed, be confirmed.

### TAC RESOLUTION(S)

MOVED MR PEARSON                      SECONDED MR LUTEY

THAT THE MINUTES OF THE TECHNICAL ADVISORY COMMITTEE MEETING HELD ON 18 NOVEMBER 2010 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.

**CARRIED UNANIMOUSLY**



**6 PRESENTATIONS**

Nil

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

Nil

**8 BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING**

Nil



## 9 REPORTS OF OFFICERS

### 9.1 A REVIEW OF THE MUNICIPAL WASTE ADVISORY COUNCIL (MWAC) PARTNERSHIP AGREEMENT

REFERENCE: COMMITTEES-11611

#### PURPOSE OF REPORT

To advise Council of the updated MWAC Partnership Agreement and for Council to consider its endorsement.

#### KEY ISSUES AND RECOMMENDATION(S)

- The MWAC Partnership Agreement between WALGA and the Regional Councils has been reviewed and has been referred back to the Regional Councils for endorsement.
- There are only minor changes to the Partnership Agreement previously endorsed by Council.

#### Recommendation(s)

That Council endorses the new MWAC Partnership Agreement.

#### SOURCE OF REPORT

Director Waste Services

#### BACKGROUND

At the MWAC meeting held in December 2009 it was agreed a working group, that included all parties to the Agreement, be formed to undertake a review of the MWAC Partnership Agreement. The MWAC Partnership Agreement had been approved in early 2009 and was to be reviewed after 6 months and at three year intervals thereafter. As the West Australian Local Government Association (WALGA) was reviewing its internal governance the review was delayed and a further delay occurred waiting for the WALGA State Council Corporate Charter to be updated.

#### REPORT

The MWAC Partnership Agreement is an agreement between WALGA and the Eastern Metropolitan Regional Council, the City of Geraldton-Greenough, the Mindarie Regional Council, the Rivers Regional Council, the Southern Metropolitan Regional Council and the Western Metropolitan Regional Council that sets out the broad objectives, responsibilities, principles, procedures and MWAC funding arrangements.

MWAC is a forum for local government officers and elected members to meet and discuss waste management issues and lobby's the DEC and the Waste Authority on behalf of local government. The regional councils and the City of Geraldton – Greenough contribute 50% of MWAC's core funding and also contribute to special projects.

The new Partnership Agreement is almost identical to that previously endorsed by Council but includes the changes to the State Council Corporate Charter that states:

*“SHOULD STATE COUNCIL ELECT NOT TO ENDORSE A DRAFT (MWAC) POLICY, THE MATTER IS TO BE REFERRED BACK TO MWAC FOR FURTHER CONSIDERATION. IN THIS CIRCUMSTANCE, STATE COUNCIL IS TO PROVIDE MWAC WITH ITS RATIONALE FOR REFERRING THE MATTER BACK.”*



*Item 9.1 continued*

A further change is for the WALGA president to be an ex-officio member. MWAC has endorsed the updated MWAC Partnership Agreement (Attachment 1) and is seeking endorsement by the Regional Councils.

Whilst the Forum of Regional Councils (FORC) is now undertaking some of the lobbying activities once undertaken by MWAC the two groups are complementary as FORC is primarily focussed on progressing alternative waste treatment projects.

**STRATEGIC/POLICY IMPLICATIONS**

The MWAC Partnership Agreement assists in providing advice, lobbying and advocacy and assists in improving regional waste management.

**FINANCIAL IMPLICATIONS**

The EMRC contribution to MWAC for 2010/2011 amounts to \$23,211.06 and funds have been allocated in the budget.

**SUSTAINABILITY IMPLICATIONS**

Nil

**MEMBER COUNCIL IMPLICATIONS**

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

ATTACHMENT(S)

MWAC Partnership Agreement ([Ref: Committees-11618](#))

VOTING REQUIREMENT

Simple Majority

**RECOMMENDATION(S)**

That Council endorses the new MWAC Partnership Agreement.



**Partnership Agreement**  
**Municipal Waste Advisory Council**

DATED the \_\_\_\_\_ day of \_\_\_\_\_ 2010

BETWEEN:

**Western Australian Local Government Association;**  
AND  
**Eastern Metropolitan Regional Council;**  
AND  
**City of Geraldton-Greenough;**  
AND  
**Mindarie Regional Council;**  
AND  
**Rivers Regional Council;**  
AND  
**Southern Metropolitan Regional Council;**  
AND  
**Western Metropolitan Regional Council.**

**Background**

- The Municipal Waste Advisory Council (“the MWAC”) was established in December 1994 as a standing committee of the Association with delegated authority to represent the Association in respect of matters relating to municipal waste issues.
- The objective of the MWAC is to encourage and promote economically sound, environmentally safe and efficient waste management practices and to ensure that the shared interests of all Western Australian Local Governments, as they relate to waste management, are effectively managed. An Officers Advisory Group has been created as an advisory committee to the MWAC. Membership of the MWAC and the Officers Advisory Group currently consists of the major Regional Councils.
- The Municipal Waste Program has been established as a non-grant program of the Association, the governance of which is the responsibility of the MWAC.
- The Parties have entered into this Partnership Agreement to record and outline the broad objectives, responsibilities, principles and procedures that govern the operation of the MWAC and the Officers Advisory Group and the role of these bodies and their officers in governing and managing the Municipal Waste Program, including:
  - the legal status and funding arrangements for the MWAC;
  - the roles and responsibilities of the MWAC, the MWAC Chair and the Executive Officer; and
  - the relationship between the MWAC and the State Council.

**Partnership Agreement**

**1. Definitions and Interpretation**

Unless otherwise required by the context or subject matter, in this Partnership Agreement the following terms are defined:

**Annual Budget** means the annual operating budget of the MWAC for any given financial year determined in accordance with clause 6 and which funds the core activities of the MWAC;

**Association** means the Western Australian Local Government Association;

**Consumer Price Index** means the consumer price index compiled by the Australian Bureau of Statistics for the Perth (Capital City) Area (All Groups);

**Contributing Parties** means those Parties who elect to participate in and fund a Special Project pursuant to clause 3.1.2;

**Contribution** means the amount each Party is liable to contribute to the Annual Budget in accordance with clause 6.2;

**Executive Officer** means the Executive Officer to the MWAC appointed as the manager of the Municipal Waste Program under contract by the WALGA Chief Executive Officer;

**Forum of Regional Councils (FORC)** The Forum of Regional Councils (FORC) comprises the five metropolitan Regional Councils and the City of Geraldton Greenough who have agreed voluntarily to work to promote areas of common interest associated with the management of waste disposal and processing. The Forum has been meeting on a regular basis since mid 2006. The purpose of FORC is to focus on Regional Council waste disposal and processing management issues and to undertake projects and tasks agreed to by members.

**Member** means an Officer appointed by a Party to represent that Party on the MWAC, the Officers Advisory Group or a Working Group as the case may be;

**MWAC** means the Municipal Waste Advisory Council;

**Municipal Waste Program** means the waste management activities of the Association that is governed by the MWAC under the delegated authority, these activities are outlined in the MWAC Strategic Plan;

**Officer** means an employee of a Party;

**Parties or Party** means the local government organisations that are signatories to this Partnership Agreement and any additional local government organisations added to this Partnership Agreement pursuant to clause 7.1;

**Project Objectives** means the basic objectives and intentions of the MWAC as specified in clause 2;

**Regional Council** for the purposes of this Partnership Agreement means a regional local government under the *Local Government Act 1995 (WA)* and includes the City of Geraldton-Greenough as a non-metropolitan local government acting as a regional service provider;

**Regional Council Member** means a Regional Council that is Party to this Partnership Agreement;

**Special Project** means a project that is outside the core activities of the MWAC and which is established by the MWAC pursuant to clause 3.1.2;

**State Council** means the governing and decision making board of the Association;

**Waste Authority** means the Western Australian statutory Authority established under the Waste Avoidance and Resource Recovery Act 2007, with responsibilities which are outlined under that Act.

**Waste Management Association of Australia (WMAA)** Australia's peak association for waste management professionals.

## 2. Project Objectives

(a) The MWAC and the Municipal Waste Program shall be conducted and carried out in accordance with the Project Objectives and the Parties shall observe the spirit and intent of the Project Objectives whilst Parties to this Partnership Agreement.

- (b) The Project Objectives of the MWAC are to:
- (i) encourage and promote economically sound, environmentally safe and efficient waste management practices;
  - (ii) ensure that the shared interests of all Western Australian Local Governments and Regional Councils, as they relate to waste management, are effectively represented;
  - (iii) establish and maintain effective and open communication and cooperation across all Western Australian Local Governments and Regional Councils on relevant waste management issues;
  - (iv) foster and develop interaction between the MWAC and other portfolio areas within the Association and across State Government, the Waste Authority and key stakeholders. For example, the areas of planning, procurement, environment and waste;
  - (v) be responsive and practical in exercising its functions and in governing the Municipal Waste Program.
  - (vi) ensure effective elected member and officer participation and contribution. .

## 3. Role, Responsibilities and Powers of the MWAC and the Association

### 3.1 The MWAC

#### *General Functions of the MWAC*

- (a) The principal role of the MWAC in exercise of the delegated authority is to govern the Municipal Waste Program and to represent the interests of the Parties and Local Government generally, in all matters relating to local government waste management.
- (b) Without limiting the MWAC's principal role, the broad functions and responsibilities of the MWAC include:
- (i) defining policy and providing the overall strategic direction of the Municipal Waste Program to achieve the interests of the Parties to this Partnership Agreement;
  - (ii) maintaining the MWAC as a credible, active and effective peak body in the area of waste management;

- (iii) facilitating and encouraging cooperative linkages between Local, State and Federal Government, Regional Councils, FORC, WMAA, Waste Authority, industry and the community;
  - (iv) representing the interests of the Association in all matters relating to local government waste management in accordance with the Association's policy statements and formal positions on an issue, and without prior reference to the Association where a formal Association position on an issue is not current or has not yet been developed PROVIDED THAT any such position is subsequently put to the Association as soon as practicable for confirmation;
  - (v) acting as an interface between the Parties to this Partnership Agreement and other local governments;
  - (vi) promoting economically sound, environmentally safe and socially acceptable waste management and minimisation strategies;
  - (vii) coordinating and initiating research on waste management issues;
  - (viii) through the WALGA Chief Executive Officer and the MWAC Chair, monitoring and evaluating the performance of the Executive Officer against established key performance indicators;
  - (ix) approving major operating plans, including the strategic plan;
  - (x) approving the Annual Budget in accordance with the terms of this Partnership Agreement; and
  - (xi) ensuring the Municipal Waste Program complies with the law and the Association's operational policies and procedures.
- (c) Under the terms of the delegated authority, the MWAC may not make decisions:
- (i) concerning the acquisition, holding and disposition of real property or the borrowing of money or setting Association subscription levels;
  - (ii) that are inconsistent with an existing formal policy statement of the Association without prior reference to and the prior approval of the State Council; and
  - (iii) relating to operational matters as such matters remain the responsibility of the Executive Officer, reporting to the WALGA Chief Executive Officer or to their delegate.

*Special Projects*

- (d) The MWAC may establish special projects over and above the core activities of the Municipal Waste Program ("Special Project").
- (e) Participation in a Special Project by the Parties will be voluntary and at the discretion of each Party.
- (f) Where not all of the Parties elect to be part of a Special Project the Parties that do elect to be part of the Special Project ("the Contributing Parties") will form a working group ("Working Group").
- (g) The Working Group shall:
  - (i) comprise of a representative from each Contributing Party selected by such Contributing Party in its absolute discretion to represent it in respect of the Special Project;
  - (ii) report regularly to the MWAC as to the status of the Special Project;
  - (iii) ensure that funding contributions are properly acquitted against project deliverables; and
  - (iv) comply with the Project Objectives and the law.

- (h) The MWAC or the Working Group may invite other stakeholders to participate in a Special Project. The stakeholder must make a financial contribution to the funding of the Special Project (as determined by the Working Group) and thereafter will be entitled to put forward a representative to the Working Group and participate fully in the operation of the Special Project.

### **3.2 The Association**

- (a) The Association is responsible for the operation and governance of the Municipal Waste Program, including but not limited to all matters pertaining to financial administration, resource and asset management, information management, contracts, grant administration and the employment and management of staff associated with the Municipal Waste Program.
- (b) While functional control of the Municipal Waste Program is vested in the Association, the Association expressly acknowledges and agrees that the other Parties to this Partnership Agreement have a vested interest in the strategic direction of the Municipal Waste Program and the exercise of this interest is to be facilitated through membership to the MWAC and the Officers Advisory Group.
- (c) The State Council is the governing board of the Association, responsible for the management and affairs of the Association. State Council has responsibility for final endorsement of Policy Statements, put forward by MWAC.
- (d) In line with its Corporate Charter, should State Council elect not to endorse a draft Policy, the matter is to be referred back to MWAC for further consideration. In this circumstance, State Council is to provide MWAC with its rationale for referring the matter back.

## **4. Structure of the MWAC and the Officers Advisory Group**

### **4.1 MWAC**

- (a) The MWAC shall consist of permanent members as follows:
  - (i) five (5) Association Delegates; and
  - (ii) one (1) Regional Council Delegate from each Regional Council Member,
- (b) One of the members of MWAC shall hold the office of MWAC Chair.
- (c) The Association Delegates will comprise:
  - (i) four (4) members of the State Council selected by the Association in its absolute discretion from each of the State Council policy teams (“the State Council Members”);
  - (ii) one (1) local government elected member selected by the Association, who in the opinion of the Association has appropriate skills and experience to complement the skills of the State Council Members (“the Local Government Member”); and
  - (iii) if, for whatever reason, any of the four (4) State Council Member positions specified in clause 4.1(c)(i) are not filled, the Association may select additional Local Government Members to fill such position who, in the opinion of the Association, have knowledge of and experience in the policy area in deficit;
  - (iv) at least two (2) of the elected members (either State Council Members or Local Government Members) from non-metropolitan local governments.

- (d) Regional Council Delegates will comprise one representative of each Regional Council Member selected by the relevant Regional Council Member in its absolute discretion to represent its interests on the MWAC (this includes determination of voting rights).
- (e) Deputy members are also permitted to attend meetings in the even that a member cannot attend a meeting of the MWAC.
- (f) The WALGA President is included as an ex-officio member of MWAC but does not have voting rights.

#### **4.2 Officers Advisory Group**

- (a) The Officers Advisory Group shall consist of:
  - (i) the Chief Executive Officer of each Regional Council Member (or their delegate); and
  - (ii) three (3) local government officers from local governments in the non-metropolitan area and three (3) local government officers from local governments in the metropolitan area (“the Officers at Large”);
- (b) For the avoidance of doubt:
  - (i) the Officers at Large do not need to be Officers of a Party to this Partnership Agreement; and
  - (ii) it is not mandatory for all positions on the Officers Advisory Group to be filled for the Officers Advisory Group to operate.
- (c) The Association, in consultation with the MWAC, shall select the Officers at Large and must ensure where possible that the Officers at Large come from a diverse range of local governments to give a good coverage of the State.
- (d) The Officers at Large shall each hold their office on the Office Advisory Group for a two (2) year term PROVIDED THAT to ensure retention and transfer of knowledge such a term of office may be longer or shorter to ensure that in any one calendar year not more than three (3) Officers at Larges’ term of office expires.
- (e) Members of the Officers Advisory Group are entitled to attend meetings of the MWAC.

### **5. Roles and Relationships**

#### **5.1 The MWAC Chair**

##### *Appointment and Term of Office*

- (a) The members of MWAC will appoint a member of MWAC as chairperson of MWAC (“MWAC Chair”);
- (b) The term of office of the MWAC Chair is 2 years (“Term”).
- (c) Prior to expiry of the Term the then current members of MWAC must, by simple majority, elect a new chairperson from the then current members of MWAC.
- (d) An existing MWAC Chair can be re-elected as the MWAC Chair.

##### *Role of MWAC Chair*

- (e) The MWAC Chair shall:

- (i) preside at all meetings of the MWAC at which they are present;
- (ii) represent and advocate the resolutions of the MWAC;
- (iii) provide leadership to MWAC and promote active participation in MWAC;
- (iv) work with the Executive Officer in establishing the agenda for MWAC meetings;
- (v) subject to the protocol negotiated with the WALGA President and in consultation with the Executive Officer, act as principal spokesperson and media contact on such matters as are required;
- (vi) be the spokesperson for the MWAC at conferences and in the reporting of performance and financial information relating to the MWAC;
- (vii) be the major point of contact between the MWAC and the Executive Officer;
- (viii) regularly review with the Executive Officer the progress of important initiatives and significant issues;
- (ix) provide mentoring to the Executive Officer;
- (x) support the WALGA Chief Executive Officer (or his/her delegate) in undertaking the performance evaluation process for the Executive Officer and setting annual key performance indicators, with deliberate input from the MWAC where appropriate; and
- (xi) oversee the annual processes of the MWAC and individual MWAC member performance evaluations.

## **5.2 Protocol between the WALGA President and the MWAC Chair**

- (a) The WALGA President and the MWAC Chair are to establish, as soon as is practicable, a protocol between the two office holders which:
  - (i) confirms their respective roles as the public spokesperson and media contact for issues pertaining to the Municipal Waste Program; and
  - (ii) deals with which office holder will take the lead responsibility in representing the waste management portfolio at ministerial, departmental and other external stakeholder meetings,
- (b) The Protocol is to be re-negotiated as soon as is practicable upon the election of a new WALGA President or MWAC Chair.

## **5.3 The Executive Officer**

- (a) The Executive Officer is responsible for the ongoing management of and operational matters concerning the Municipal Waste Program in accordance with the strategy, programs and key performance indicators approved by the MWAC, and the operational policies and procedures established by the Association.
- (b) The Executive Officer is jointly accountable to the WALGA Chief Executive Officer and the MWAC for the achievement of key performance indicators identified by the MWAC.

## **5.4 Elected Members on MWAC**

As an elected member on MWAC, roles include:

- (a) attendance at and participation in all MWAC meetings;
- (b) taking part in MWAC events, where practicable;
- (c) Completing an Induction process of MWAC;
- (c) representation and advocacy regarding the resolutions of the MWAC to State Council, Regional Councils or individual Local Government depending on the representative (i.e. State Council Representative will advocate the resolutions of MWAC to State Council and other WALGA structures)

## **6. Funding and Financial Management of the MWAC**

## 6.1 Annual Budget

### *Purpose of Annual Budget*

- (a) The Annual Budget of the MWAC is to be used to fund the core activities of the Municipal Waste Program and to support the allocation of staff time and their support costs.

### *Determination of Annual Budget*

- (b) Every financial year a new Annual Budget will be determined for the MWAC. The Association financial year ends 31 May.

- (c) Subject to clause 6.1(d), the proposed Annual Budget for any given financial year will increase or decrease, as the case may be, by reference to the Consumer Price Index and will be calculated on the basis of the following formula:

$$\text{Proposed Annual Budget} = (\text{Previous Years Annual Budget} \times \text{Current Consumer Price Index})$$

- (d) The Annual Budget calculated in accordance with above formula is subject to the respective budgetary processes of the parties to the Partnership Agreement. A final determination on the Annual Budget will not be made until each Party has approved their respective annual operating budgets.
- (e) The Parties' Contribution must be paid to and will be held by the Association for the purposes of the Municipal Waste Program.
- (f) Additional funding may be sought on an ad hoc basis if there are insufficient funds to undertake core activities.

*Note:* Funding of core activities of MWAC was determined for the 2008/09 financial year as \$209,474, this represented the previous years funding with a Consumer Price Index increase. The budget for the coming financial years will be made on this basis.

## 6.2 Parties' Contribution to the Annual Budget

### *Parties' Proportions*

- (a) Each Party is liable to make an annual contribution to the Annual Budget in the following proportions:

- (i) The Association: 50% of the Annual Budget; and
- (ii) All other Parties: 50% of the Annual Budget apportioned as follows:  
The proportion each Party (other than the Association) is liable to contribute to the Annual Budget is calculated on a base rate of \$5,000 and the remaining funds calculated by reference to the proportion of the population of the region that particular Party represents (in relation to the other non-Association parties to the Partnership Agreement at the time of the calculation).

### *Additional Funding*

- (b) If additional funding is required, the MWAC may request such additional sum from the Parties in such proportions as if this sum were treated as the Annual Budget for the purposes of clause 6.2(a).
- (c) If during any given financial year the MWAC has reason to suspect there will be a projected surplus or deficit in the Annual Budget, the MWAC must report this to the State Council as

soon as is practicable. In consultation with the MWAC, the surplus or deficit will be dealt with through the Association's formal budget revision process.

### 6.3 Funding Special Projects

#### *Special Project Budget*

- (a) The amount of funding required to carry out a Special Project and the amount each Contributing Party is required to contribute is to be determined by the Contributing Parties to that Special Project, subject to ratification by the MWAC.
- (b) Each Contributing Party must pay their proportion of the Special Project budget determined in accordance with clause 6.3(a) to the Association to be held by the Association for the purposes of the Special Project.

#### *Surpluses or Deficits*

- (c) If the Contributing Parties suspect at any time during a Special Project that there may be a deficit in funding the Contributing Parties must immediately report this to the MWAC. Thereafter the Contributing Parties, in consultation with the MWAC will undertake a formal budget revision of the Special Project which may result in reducing expenditure on the Special Project or requesting additional contributions from the Contributing Parties.

#### *Refund and Re-invoicing for Continuing Special Projects*

- (d) If a Special Project continues for multiple financial years, the parties that have agreed to make financial contributions for each project must ensure that their funding commitments are honoured. Where this occurs, the Association will either:
  - (i) invoice the parties for instalment payments in line with the progress of actual expenditure on projects; or
  - (ii) where the Partnership Agreement funding retained by the Association for the special projects exceeds \$20,000 at the conclusion of a financial year, refund these funds to the Parties on the basis of their contributions and then re-invoice the Parties for the same Partnership Agreement funding in the new financial year. The refunding of monies held for special projects will prevent these funds being converted to retained earnings at the conclusion of the Association's financial year.

#### *Completion of Special Project*

- (e) Surplus funds that remain unexpended after the completion of a Special Project are to be refunded to the Contributing Parties in the proportions of each Contributing Party's total contribution to the Special Project as soon as is reasonably practicable.

#### *Continuing Funding Obligation*

- (f) For the avoidance of doubt, if a Party ceases being a Contributing Party or otherwise withdraws from the Special Project, such Party is still obligated to honour all of its funding obligations in respect of such Special Project.

### 6.4 Other Funding

The Association administers a range of State and Commonwealth grant programs which provide outcomes in line with the objectives of the Municipal Waste Program. Funding from these grants may support the employment of additional staff within the Municipal Waste Program for grant-funded projects and or the administration of devolved grant programs that can be accessed by local governments.

### 6.5 Funding Obligations of Additional Parties

If a new party is added to this Partnership Agreement in accordance with clause 7.1, such party shall as soon as possible make a contribution to the Annual Budget calculated in accordance with the method in clause 6.2(a) apportioned according to the length of the relevant financial year remaining.

## **7. Addition, Withdrawal and Removal of Parties and Winding-up of the MWAC**

### **7.1 Addition of Parties**

- (a) Additional parties may be added to this Partnership Agreement at any time by a simple majority resolution of the MWAC.
- (b) An additional Party will have full voting rights and be able to appoint a representative to represent it on the MWAC and Officers Advisory Group and fully participate in the Municipal Waste Program PROVIDED the additional Party has:
  - (i) duly executed and returned to the Association an Acknowledgement in the form prescribed in Schedule 1 of this Partnership Agreement agreeing to observe and perform all the terms and conditions of this Partnership Agreement; and
  - (ii) made its contribution to funding in accordance with clause 6.5.

### **7.2 Withdrawal of Parties**

- (a) A Party can elect to withdraw from this Partnership Agreement by giving not less than one (1) full financial year's written notice to the MWAC, and which notice must specify the withdrawal will take effect on the last day of a financial year ("Withdrawal Date"). The withdrawal will take effect and the Party withdrawing will cease to be a Party on the Withdrawal Date.
- (b) If a withdrawing Party gives notice of its intention to withdraw from this Partnership Agreement pursuant to this clause this does not release the withdrawing Party from honouring any of its funding obligations under this Partnership Agreement, particularly:
  - (i) in respect of Annual Budget contributions the withdrawing Party must if it has not already done so, make full payment of its Contribution to the Annual Budget or any other contributions it is liable to make under clauses 6.2; and
  - (ii) in respect of contributions to Special Projects (if applicable), make all required contributions until completion of the Special Project. The Withdrawing Party would however be entitled to have access to the outcomes and results of the Special Project.

### **7.3 Removal of Parties**

Parties may be removed from this Partnership Agreement at any time by an Absolute Majority of the MWAC, subject to ratification by the State Council. If a Party is removed pursuant to this clause such removal takes immediate effect but does not release the removed Party from their liability to make, for the balance of the financial year in which they were removed, funding contributions under this Partnering Arrangement, whether contributions to the Annual Budget or to Special Projects;

### **7.4 Winding-up of the MWAC**

- (a) This Partnership Agreement may wound up at any time by an Absolute Majority of the State Council.
- (b) If this Partnership Agreement is wound up pursuant to this clause before the end of the relevant financial year any funds contributed by the Parties will be returned to such Parties

in the same proportion as they were provided and apportioned according to the length of the financial year remaining.

## 8. Relationship Between the Parties

Notwithstanding any other provision of this Partnership Agreement:

- (a) nothing contained in this Partnership Agreement constitutes a relationship between the Parties as partners, quasi-partners or members of an association, each others agent or any other relationship in which a Party may be liable generally for the debts, acts or omissions of another Party; and
- (b) a Party shall not have any authority to act for, or to create or assume any responsibility, obligation or liability on behalf of, any other Party.

## 9. Review of the Partnership Agreement

- (a) The Partnership Agreement will be reviewed six (6) months from the date of the Partnership Agreement, then every three (3) years, to ascertain whether the Partnership Agreement continues to meet the Project Objectives and the needs of the Parties and to discuss possible improvements and amendments to the Partnership Agreement.
- (b) The Partnership Agreement review process shall be managed by a Working Group comprising a representative from each of the Parties, selected by each Party prior to the date of review.
- (c) The Working Group shall report to the MWAC on the review; including recommendations for amendment where necessary.

## 10. Intellectual Property and Confidential Information

### 10.1 Intellectual Property

- (a) In this clause “**Intellectual Property Rights**” means all current and future rights in any registered designs, know how, copyright, moral rights, designs, patents or trade marks, or any other kind of recognised right to intellectual property subsisting at law or capable of subsisting or being obtained under any legislation and whether in Australia or throughout the world and any application or right to apply for registration of any of those rights and interest, in and to all material, reports, products, inventions or information (including each and every stage of design and construction) created by the MWAC or created in the course of, or in relation to, the Municipal Waste Program or by any Party in the course of or in relation to the Municipal Waste Program.
- (b) Any Intellectual Property Rights vest jointly in and are the joint property of all the Parties existing at the time the matter the subject of the Intellectual Property Right was created.
- (c) To the extent that anything created through the Municipal Waste Program contains material the subject of pre-existing intellectual property rights of any Party or third parties, nothing in this Partnership Agreement will affect those rights but such Party hereby grants and shall use its best endeavours to procure the relevant third parties to grant to the other Parties of the Partnership Agreement a non-exclusive, non-transferable right:
  - (i) to use, reproduce and adapt for their own use; and
  - (ii) to perform any other act with respect to copyright and to commercialise,

all those intellectual property rights but only as part of the material and of any future development of that material.

- (d) For the purposes of this clause, "commercialise" means to manufacture, sell, hire or otherwise exploit a product or process, or to provide a service, or to licence any third party to do any of those things.

**10.2 Continuing Obligation**

The provisions of this clause 10 shall continue to bind each Party to this Partnership Agreement notwithstanding that it may cease to be a Party.

**11. Effect of Execution**

This Partnership Agreement binds each party who executes it notwithstanding the failure by any other person to execute this Partnership Agreement.

**EXECUTED BY THE PARTIES**

EXECUTED by  
for and on behalf of the **Western Australian Local  
Government Association**  
in the presence of:

Witness Signature:

Witness Name:

Witness Address:

Witness Occupation:

EXECUTED by  
for and on behalf of the  
**City of Geraldton-Greenough** )  
in the presence of: )

Witness Signature:

Witness Name:

Witness Address:

Witness Occupation:

EXECUTED by )  
for and on behalf of the )  
**Mindarie Regional Council** )  
in the presence of: )

Witness Signature:

Witness Name:

Witness Address:

Witness Occupation:

EXECUTED by )  
for and on behalf of the )  
**Southern Metropolitan** )  
**Regional Council** )  
in the presence of: )

Witness Signature:

Witness Name:

EXECUTED by  
for and on behalf of the **Eastern Metropolitan Regional  
Council**  
in the presence of:

Witness Signature:

Witness Name:

Witness Address:

Witness Occupation:

EXECUTED by )  
for and on behalf of the )  
**Rivers Regional Council** )  
in the presence of: )

Witness Signature:

Witness Name:

Witness Address:

Witness Occupation:

EXECUTED by )  
for and on behalf of the **Western** )  
**Metropolitan Regional Council** )  
in the presence of: )

Witness Signature:

Witness Name:

Witness Address:

Witness Occupation:

Witness Address:

Witness Occupation:

**Schedule 1**  
***Form of Acknowledgement***

**ACKNOWLEDGEMENT**

The **[Name of Local Government]** HEREBY:

- (a) agrees to be added as a party to the Partnership Agreement (“the Partnership Agreement”) annexed to this Acknowledgement and agrees to comply with and be bound by the terms and conditions of the Partnership Agreement; and
- (b) acknowledges that until it duly executes and returns this Acknowledgement to the Association and makes the required funding contribution, it will not be able to appoint an active, voting member to the Municipal Waste Advisory Council.

DATED:                      day of    20\_\_

\_\_\_\_\_  
Signature of Chair

\_\_\_\_\_  
Name of Chair



## 9.2 FEES AND CHARGES – ASBESTOS DISPOSAL FOR COMMERCIAL CUSTOMERS

**REFERENCE: COMMITTEES-11402**

### PURPOSE OF REPORT

To propose an increase for the disposal of asbestos charge payable by commercial entities and others from outside the Perth Eastern Region to recover the additional costs being incurred in dealing with the large quantities of asbestos waste now being received.

### KEY ISSUES AND RECOMMENDATION

- Though the 2010/2011 GST inclusive fee for the disposal of asbestos for commercial (non member Council) entities was increased from \$104.00/tonne to \$120.00/tonne for 2010/2011 so as to reduce the amount of asbestos being delivered by commercial entities and others from outside the Perth Eastern Region the increased fee is substantially less than that being charged by other landfills and the quantities of asbestos being received have increased.
- As there are special burial requirements for asbestos the large quantities of asbestos being delivered to Red Hill are impacting other operations and additional costs are being incurred.
- There is no change in the asbestos disposal fee for member Councils or their residents.

#### **Recommendation(s)**

That Council:

1. By an absolute majority in accordance with section 6.16 of the Local Government Act 1995 sets the fees for asbestos disposal at the Red Hill Waste Management Facility at \$150.00/tonne (Incl GST) effective 14 March 2011.
2. Give local public notice of the above fees to take effect 10 days from the date of local public notices.

### SOURCE OF REPORT

Director Waste Services

### BACKGROUND

Council has traditionally maintained the asbestos disposal fee for residents at a level that encourages responsible disposal and the fee for commercial entities at a level that recovers all costs incurred.

### REPORT

The current fee for asbestos disposal by commercial entities of \$120.00/tonne was an increase of \$16.00 per tonne over that charged in 2009/2010. The increase was expected to encourage commercial entities to deliver asbestos waste to other landfills and reduce the impact that asbestos disposal has on other operations undertaken at the Red Hill Waste Management Facility. However the \$120.00 per tonne rate is \$80.00/tonne less than that being charged by the Mindarie Regional Council at Tamala Park and \$32.00/tonne less than that being charged by the City of Rockingham for disposal at Millar Road Landfill.

In the first six months of 2010/11 a total of 1949.7 tonnes of asbestos has been received, 45.7% more than that received in the same period in 2009/10. If the 2010/11 monthly average of 324.95 tonnes is projected for a full year, it may be that in the order of 3,900 tonnes will be received over the full year. Due to the requirement that asbestos waste be buried, covered and its location noted in an asbestos disposal register using co-ordinates there is a substantial additional workload that requires staff to stop other activities to deal with the asbestos.



*Item 9.2 continued*

An increase in the disposal fee to \$150.00/tonne, inclusive of GST, should generate additional income in the order of \$22,000.00 that will cover the additional costs being incurred.

### **STRATEGIC/POLICY IMPLICATIONS**

Increasing the asbestos disposal fee for commercial operators will recover the additional costs being incurred such that the EMRC's financial viability and the sustainability of waste operations will not be impacted nor will there be an impact on regional waste management.

### **FINANCIAL IMPLICATIONS**

It is anticipated that the additional asbestos tonnages and the implementation of a fee increase will result in actual revenues exceeding budgeted revenues from asbestos disposal by some \$100,000.00.

### **SUSTAINABILITY IMPLICATIONS**

Nil

### **MEMBER COUNCIL IMPLICATIONS**

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

### **ATTACHMENT(S)**

Nil

### **VOTING REQUIREMENT**

Absolute Majority

### **RECOMMENDATION(S)**

That Council:

1. By an absolute majority in accordance with section 6.16 of the Local Government Act 1995 sets the fees for asbestos disposal at the Red Hill Waste Management Facility at \$150.00/tonne (Incl GST) effective 14 March 2011.
2. Give local public notice of the above fees to take effect 10 days from the date of local public notices.



*Item 9.2 continued*

The Chairman advised that there had been a noticeable increase in asbestos dumping within the reserves in the Mundaring area. The Director Waste Services stated that it may be useful to complain to the Department of Environment and Conservation (DEC) that there had been an increase in illegal dumping as a result of the increased Landfill Levy, particularly since the former Minister of the Environment had introduced additional legislation with respect of illegal dumping that might arise as a result. In response to the CEO's query on whether there were any alternative methods of disposing of asbestos other than to landfill, the Director Waste Services and Manager Project Development advised that there were none available in WA and those that were available were considerably more expensive. The CEO advised that he would be prepared to consider a further recommendation for the EMRC to seek exemption for asbestos disposal from the Department of Environment and Conservation (DEC) to reduce the level of illegal dumping of asbestos if it was so moved.

**AMENDMENT**

Moved Mr Pearson, seconded Mr Coten that an additional recommendation be added as follows:

- "3. That the EMRC seek an exemption from paying the Landfill Levy on asbestos from the Director General of the Department of Environment and Conservation to reduce the amount of illegal dumping of asbestos that has occurred since 1 January 2010 when the levy was increased."*

The substantive motion included the recommendation 3.

**TAC RECOMMENDATION(S)**

MOVED MR PEARSON                      SECONDED MR COTEN

That Council:

1. By an absolute majority in accordance with section 6.16 of the Local Government Act 1995 sets the fees for asbestos disposal at the Red Hill Waste Management Facility at \$150.00/tonne (Incl GST) effective 14 March 2011.
2. Give local public notice of the above fees to take effect 10 days from the date of local public notices.
3. That the EMRC seek an exemption from paying the Landfill Levy on asbestos from the Director General of the Department of Environment and Conservation to reduce the amount of illegal dumping of asbestos that has occurred since 1 January 2010 when the levy was increased.

**CARRIED UNANIMOUSLY**

**COUNCIL RESOLUTION(S)**

MOVED CR ZANNINO                      SECONDED CR LINDSEY

THAT COUNCIL:

1. BY AN ABSOLUTE MAJORITY IN ACCORDANCE WITH SECTION 6.16 OF THE LOCAL GOVERNMENT ACT 1995 SETS THE FEES FOR ASBESTOS DISPOSAL AT THE RED HILL WASTE MANAGEMENT FACILITY AT \$150.00/TONNE (INCL GST) EFFECTIVE 14 MARCH 2011.
2. GIVE LOCAL PUBLIC NOTICE OF THE ABOVE FEES TO TAKE EFFECT 10 DAYS FROM THE DATE OF LOCAL PUBLIC NOTICES.
3. THAT THE EMRC SEEK AN EXEMPTION FROM PAYING THE LANDFILL LEVY ON ASBESTOS FROM THE DIRECTOR GENERAL OF THE DEPARTMENT OF ENVIRONMENT AND CONSERVATION TO REDUCE THE AMOUNT OF ILLEGAL DUMPING OF ASBESTOS THAT HAS OCCURRED SINCE 1 JANUARY 2010 WHEN THE LEVY WAS INCREASED.

**CARRIED UNANIMOUSLY**



### **9.3 TENDER 2010-05 SUPPLY AND INSTALLATION OF TRANSPORTABLE ADMINISTRATION OFFICE AT RED HILL**

**REFERENCE: COMMITTEES-11723**

#### **PURPOSE OF REPORT**

To advise Council of the results of the Tender for the Supply and Installation of a Transportable Administration Building at Red Hill and recommend acceptance of the Nordic Homes tender.

#### **KEY ISSUES AND RECOMMENDATION(S)**

- A tender for the offsite construction and delivery/installation of a transportable office building was advertised in the West Australian newspaper on 27 November 2010 and online at the EMRC Tenderlink Website.
- Tenders closed on 16 December 2010 and six tender submissions were received.
- The tenders have been assessed and a preferred tenderer selected.
- A Development Application has been submitted and has been approved by the City of Swan.

#### **Recommendation(s)**

That Council:

1. Award tender number 2010-05 to Nordic homes in the amount of \$265,418.70 (ex GST).
2. Authorise the CEO to enter into a contract, on behalf of the EMRC, with Nordic Homes in accordance with their submitted tender, subject to any minor variations that may be agreed between the CEO and Nordic Homes.
3. Authorise the CEO to expend additional monies, up to a 10% contingency amount of \$26,542.00 (ex GST), if required.

#### **SOURCE OF REPORT**

Director Waste Services  
 Project Engineer

#### **BACKGROUND**

As a result of the expansion in the range of activities being co-ordinated from the Red Hill Waste Management Facility, there has been an increase in the number of administration staff based at Red Hill since the site began operating in 1979. The original office, a transportable 3m x 3m site hut, was replaced by a brick building for the administration staff and weighbridge clerks. The building has been extended on two occasions to cater for increases in staff numbers but it is no longer adequate for current and future staff numbers.

#### **REPORT**

Currently there are 5 full time members of staff operating out of the Red Hill Administration Building though it is sized for just 3. There are also occasions when up to three staff usually based at the Belmont office are required to be based at Red Hill during certain times of the year and space is of a premium.

The 2 Site supervisors currently work out of a transportable 4m x 3m office and the 20 operations staff alternate shifts for lunch and breaks as the 6m x 3m amenities room is too small for more than 10 at a time.



*Item 9.3 continued*

Whilst consideration was given to extending the existing building the existing building site constraints and cost estimates were such that a new administration building, designed to cater for all the Red Hill administration staff, the site supervisors with allowance for three workstations for Belmont based staff was considered a more economical option and provided for in the 2010/2011 Budget. Provision has also been made a room for the computer server, a store room, a meeting room and basic kitchen facilities.

It is proposed that the current administration building will be modified so that it can be utilised by the operations staff such that there will be kitchen facilities etc.

The proposed new Administration Building was specified to be a transportable building so that, if it needs to be relocated due to the construction of the proposed Perth Adelaide Highway (Orange Route), it can be picked up and moved. Tender 2010-05 was advertised on 27 November 2010. A non-mandatory site briefing was held on 8 December 2010 and tenders closed on 16 December 2010.

Tenders were received from:

- Freo Constructions;
- Programmed Facility Management;
- ATCO Structures and Logistics;
- KM Building;
- Nordic Homes Pty Ltd; and
- Quality Builders Pty Ltd.

Tenders were assessed based on the following assessment criteria:

<b>Criterion</b>	<b>Weighting</b>
Relative experience in completing similar projects	20%
Time required to provide beneficial occupation	20%
Tendered Price	60%

Nordic Homes scored highest in Relative Experience, third highest in time required for beneficial occupation and second highest in pricing making their submission the Best Value for Money for the EMRC notwithstanding the fact that Nordic was not the lowest priced tenderer. Reference checks were undertaken and advice received that Nordic Homes produced high quality work.

### **STRATEGIC/POLICY IMPLICATIONS**

The provision of an appropriate office environment will improve staff well-being and result in greater efficiency.

### **FINANCIAL IMPLICATIONS**

The tendered price of \$265,418.70 with a 10% contingency is less than the budget provision of \$300,000.00. The total budget sum of \$410,000.00 includes an amount of \$110,000.00 for site works, plumbing and electrical connections etc.

### **SUSTAINABILITY IMPLICATIONS**

A suitably sized administration office will improve the health, welfare and safety of all staff at the Red Hill Waste Management Facility.



*Item 9.3 continued*

### **MEMBER COUNCIL IMPLICATIONS**

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

### **ATTACHMENT(S)**

1. Plan of proposed administration building. ([Committees-11755](#))
2. Site Plan ([Committees-11791](#))

### **VOTING REQUIREMENT**

Simple Majority

### **RECOMMENDATION(S)**

That Council:

1. Award tender number 2010-05 to Nordic homes in the amount of \$265,418.70 (ex GST).
2. Authorise the CEO to enter into a contract, on behalf of the EMRC, with Nordic Homes in accordance with their submitted tender, subject to any minor variations that may be agreed between the CEO and Nordic Homes.
3. Authorise the CEO to expend additional monies, up to a 10% contingency amount of \$26,542.00 (ex GST), if required.

### **TAC RECOMMENDATION(S)**

MOVED MR LUTEY

SECONDED MR SINGH

That Council:

1. Award tender number 2010-05 to Nordic homes in the amount of \$265,418.70 (ex GST).
2. Authorise the CEO to enter into a contract, on behalf of the EMRC, with Nordic Homes in accordance with their submitted tender, subject to any minor variations that may be agreed between the CEO and Nordic Homes.
3. Authorise the CEO to expend additional monies, up to a 10% contingency amount of \$26,542.00 (ex GST), if required.

**CARRIED UNANIMOUSLY**



*Item 9.3 continued*

**COUNCIL RESOLUTION(S)**

MOVED CR ZANNINO

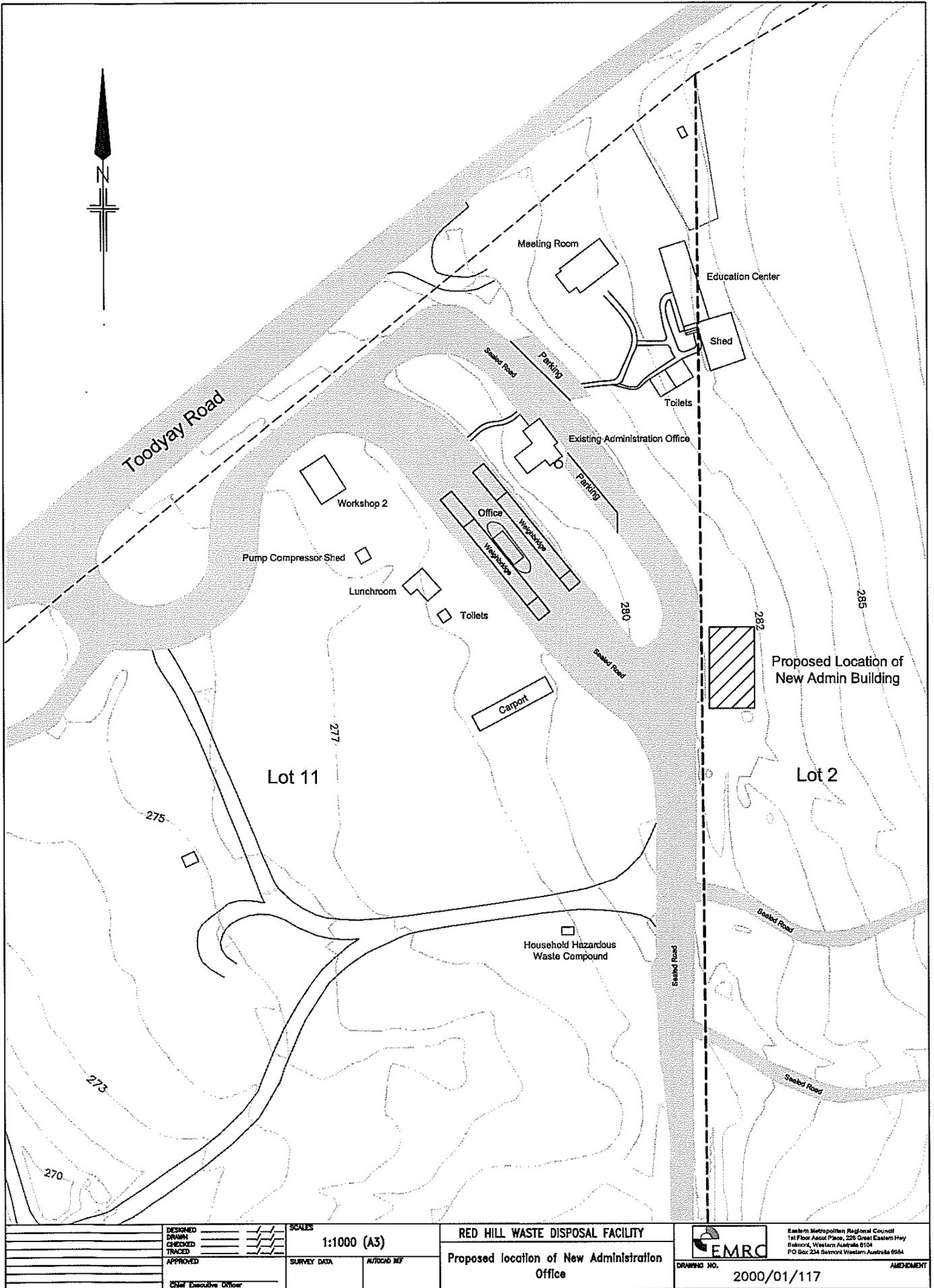
SECONDED CR LINDSEY

THAT COUNCIL:

1. AWARD TENDER NUMBER 2010-05 TO NORDIC HOMES IN THE AMOUNT OF \$265,418.70 (EX GST).
2. AUTHORISE THE CEO TO ENTER INTO A CONTRACT, ON BEHALF OF THE EMRC, WITH NORDIC HOMES IN ACCORDANCE WITH THEIR SUBMITTED TENDER, SUBJECT TO ANY MINOR VARIATIONS THAT MAY BE AGREED BETWEEN THE CEO AND NORDIC HOMES.
3. AUTHORISE THE CEO TO EXPEND ADDITIONAL MONIES, UP TO A 10% CONTINGENCY AMOUNT OF \$26,542.00 (EX GST), IF REQUIRED.

**CARRIED UNANIMOUSLY**





DESIGNED	_____	SCALES	1:1000 (A3)	RED HILL WASTE DISPOSAL FACILITY	 Eastern Metropolitan Regional Council 1st Floor Assoc Place, 226 Great Eastern Hwy Belmont, Western Australia 6104 PO Box 234 Belmont Western Australia 6104
DRAWN	_____	SURVEY DATA		Proposed location of New Administration Office	
CHECKED	_____	AUTOCAD REF			DRAWING NO. 2000/01/117
TRACED	_____				AMENDMENT
APPROVED	_____				
CME Executive Officer					



## **9.4 HOUSEHOLD HAZARDOUS WASTE (HHW) PROGRAMME 2011-2015**

**REFERENCE: COMMITTEES-11726**

### **PURPOSE OF REPORT**

To provide Council with information on the current HHW programme and seek 'in principle' support for the EMRC to be involved in the programme being developed for 2011-2015.

### **KEY ISSUES AND RECOMMENDATION(S)**

- The current HHW programme funding is due to expire on 30 April 2011.
- WA Local Government Authority (WALGA) Municipal Waste Advisory Council (MWAC) and the Department of Environment and Conservation (DEC) have drafted an agreement for administering the 2011-2015 HHW programme and it is currently being considered by the Waste Authority.
- The draft agreement is based on annual funding in the order of \$2.5 million (ex GST) to cover the disposal of HHW collected from metro and non metro permanent HHW facilities, the training of permanent facility staff in safe chemical handling, the funding of the metro dry cell battery bin programme and limited funding for the promotion of the programme.
- The Waste Authority has indicated that, by 2014/2015, it requires participants in the programme to be contributing the equivalent of at least 25% of the Waste Authority's contribution in kind (promotion costs, staff costs, administration etc) but this is yet to be confirmed.
- The HHW temporary collection days and the disposal of material collected at both the temporary collection days and at the permanent HHW facilities, under the current contract, is being undertaken by Tox Free Pty Ltd on a tendered schedule of prices.
- There is an opportunity for the EMRC to provide some of the services in respect to the collection and disposal of HHW on a fee for service basis.

#### **Recommendation(s)**

That:

1. Council supports 'in principle' the involvement of the EMRC in HHW collection and disposal subject to negotiations with MWAC/DEC.
2. A further report on the negotiations be brought back to Council for consideration.

### **SOURCE OF REPORT**

Director Waste Services

### **BACKGROUND**

There have been a number of DOE/DEC funded programmes over the years from Local Government Poison Collections Days of the 1980's and 1990's, programmes whereby infrastructure for storing HHW was funded and, most recently, programmes that funded temporary collection days in the metropolitan area and paid for the collection and disposal of HHW collected at permanent HHW facilities operated by regional local governments.

In 2008, WALGA, on behalf of the DEC, issued a tender for a contractor to provide HHW collection and disposal services to local government. Two contractors submitted tenders and the contract awarded to Tox Free Ltd. The costs of the programme have exceeded the funds allocated to the DEC by the Waste Authority, such that, the programme scope has been reduced.



*Item 9.4 continued*

## **REPORT**

Notwithstanding the Waste Authority has unspent Landfill Levy funds totalling many millions the funds allocated to the HHW programme are such that, under the current contract arrangement, the HHW programme is unsustainable.

At the HHW day conducted at the Town of Bassendean Works Depot in December 2010 the personnel issuing directions to attendees were supplied by the Town of Bassendean and the EMRC whilst Tox Free supplied personnel to unload the HHW from the attendees' vehicles and to segregate and package the waste according to the Australian Dangerous Goods Code.

The Temporary Collection Day ran from 9.00am – 1.00pm and WALGA were charged \$21,672.50 for conducting the Temporary Collection Day, segregating, manifesting and re-packaging the HHW collected. The transport, treatment and disposal costs for the 10.07 tonnes collected amounted to \$89,413.50 (ex GST) of which, \$408.50 was for the provision of cages (2), drums (8) and 1.5m<sup>3</sup> containers (12). Of the 10.07 tonnes collected there was 2.665 tonnes of lead acid batteries, 3.785 tonnes of solvent based paint, resins and adhesives, 1.785 tonnes of water based paint and, 0.815 tonnes of gas cylinders.

Whilst the current programme provides no incentive for local government to try and reduce the costs by encouraging householders to generate less HHW or investigating low cost disposal options, all local government officers involved in the HHW programme agree that money is being wasted and, unless something different is done, funds will not be forthcoming for future programmes.

The current HHW programme is due to expire on 30 April 2011 and funding to continue the programme until 30 June 2011 is being sought. A draft Agreement between WALGA and the DEC for 2011-2015 is currently being considered by the Waste Authority and proposes annual funding of \$2.5 million (ex GST) to cover the disposal of HHW collected at metro and non-metro permanent collection facilities, the training of permanent collection facility personnel in safe handling of chemicals, the funding of the Metro Dry Cell Battery Bin Programmes and some limited funding for the promotion of the programme.

The draft Agreement also proposes that, by 2014/2015, participants in the programme are to contribute the equivalent of 25% of the Waste Authority's contribution in kind but, as this is already occurring through the promotion of HHW collections staff and facility costs etc, this is an inconsequential requirement.

Currently oil based paint and water based paint make up in the order of 80% of all HHW collected and Tox Free Ltd charges in the order of \$1.00/litre for disposal, i.e. \$1000.00/tonne. Further, lead acid batteries can be disposed of and an income generated from their disposal and many of the other chemicals and other items collected can be disposed of at substantially less than the price currently being charged.

It is considered by EMRC officers that the EMRC could provide a service equal to that being provided by the current service provider within the Perth metro area at a substantially lesser cost and generate an income stream such that other innovative programmes can be undertaken on behalf of the member Councils that could include the re-introduction of Temporary Collections at each of the member Councils depots.

In the EMRC's 2010/2011 budget there is an allocation of \$5,000.00 to undertake Household Hazardous Waste research and development and a further \$84,577.00 for the collection and disposal of problematic wastes. Some of the funds are for the promotion of the Temporary Collection Days but it is unlikely that all of these funds will be expanded whilst the Waste Authority funds the collection and disposal of HHW. It is therefore envisaged that these funds would be the "seed capital" required for the EMRC to establish its own HHW collection and disposal arrangements should discussions with WALGA/MWAC and the DEC prove fruitful.

## **STRATEGIC/POLICY IMPLICATIONS**

The undertaking of collections and disposal of HHW within the metro area meets the Environmental Sustainability requirements.



*Item 9.4 continued*

### **FINANCIAL IMPLICATIONS**

If the EMRC is awarded a contract to undertake some of the HHW collection and disposal, such as the disposal of paint, lead acid batteries and chemicals, a new revenue stream would be created.

### **SUSTAINABILITY IMPLICATIONS**

A HHW programme that involves the EMRC would be more sustainable than that currently in place.

### **MEMBER COUNCIL IMPLICATIONS**

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

### **ATTACHMENT(S)**

Nil

### **VOTING REQUIREMENT**

Simple Majority

### **RECOMMENDATION(S)**

That:

1. Council supports 'in principle' the involvement of the EMRC in HHW collection and disposal subject to negotiations with MWAC/DEC.
2. A further report on the negotiations be brought back to Council for consideration.

The Director Waste Services summarised the report and explained the differences between the current Household Hazardous Waste (HHW) programme and the programme being proposed in regards to the way they were structured and the cost implications. The Director Waste Services further advised that a draft tender for the proposed HHW programme was being developed and the opportunity that might exist if the EMRC was to be involved in undertaking some of the work hence the recommendation that a further report be brought back to Council for consideration once negotiations had taken place and a more detailed business plan developed. The CEO advised that, at this stage, the EMRC was not in a position to present a firm proposal to Council. The Director Waste Services suggested that the tender may be structured so that HHW collection and disposal be tendered on a regional basis and/or a product basis.



*Item 9.4 continued*

**TAC RECOMMENDATION(S)**

MOVED MR PEARSON                      SECONDED MR COTEN

That:

1. Council supports 'in principle' the involvement of the EMRC in HHW collection and disposal subject to negotiations with MWAC/DEC.
2. A further report on the negotiations be brought back to Council for consideration.

**CARRIED UNANIMOUSLY**

**COUNCIL RESOLUTION(S)**

MOVED CR ZANNINO                      SECONDED CR LINDSEY

THAT:

1. COUNCIL SUPPORTS 'IN PRINCIPLE' THE INVOLVEMENT OF THE EMRC IN HHW COLLECTION AND DISPOSAL SUBJECT TO NEGOTIATIONS WITH MWAC/DEC.
2. A FURTHER REPORT ON THE NEGOTIATIONS BE BROUGHT BACK TO COUNCIL FOR CONSIDERATION.

**CARRIED UNANIMOUSLY**



## 9.5 PURCHASE OF WATER TANKER

**REFERENCE: COMMITTEES-11727**

### PURPOSE OF REPORT

To recommend acceptance of the quote for the Supply and Delivery of a Water Tanker to Major Motors for \$276,626.00 (ex GST) and exercise the extended warranty option of 6 years/350,000 km at a cost of \$2,800.00 (ex GST).

### KEY ISSUES AND RECOMMENDATION(S)

- Prices were obtained from Major Motors and WA Hino, both of whom are on the WALGA panel of approved suppliers, for the supply of a cab chassis unit to which is to be fitted a 15,000 litre water tank module.
- The Promac AMS 15000 water tank module specified is identical to that already on site and will have customised modifications so that, if required, it can be used as a fire fighting unit on site or within the local area to supplement the local fire brigade's equipment.
- Funds for the additional cab/chassis and tank module have been budgeted and the unit will replace a water tanker that has been on hire on a regular basis.

#### Recommendation(s)

That:

1. Council approve the purchase of a 2010 Isuzu FH 1400 automatic cab/chassis unit fitted with a Promac AMS 15000 water tank module with custom modifications for fire fighting from Major Motors Pty Ltd for the sum of \$276,626.00 (ex GST).
2. The option of an extended warranty for 6 years/350,000km at an additional cost of \$2,800.00 (ex GST) be exercised.

### SOURCE OF REPORT

Director Waste Services

### BACKGROUND

A new Isuzu cab/chassis fitted with a Promac AMS 15000 module was purchased in March 2010 to replace the 1990 Mitsubishi truck that was converted from a tip truck to a water tanker in 1999. It was intended that the Mitsubishi water tanker would be retained as a backup unit supplemented, when necessary by using private water tankers from the plant hire panel suppliers.

### REPORT

The current standby unit has proven to be unreliable and, with the reduced rainfall necessitating additional water tanker use, a water tanker has had to be hired in for much of 2010. In 2009/2010 a total of \$190,476.00 was spent on external water tanker hire and funds were allocated in the 2010/2011 budget for the purchase of a new water tanker.

Quotations were sought from truck suppliers on the WALGA panel of suppliers for cab/chassis arrangements of Gross Vehicle Mass of 24,000kg to which was to be fitted a water tank unit identical to that already in use on site.



*Item 9.5 continued*

Major Motors Pty Ltd quoted on a 2010 Isuzu FH FVZ 1400 with automatic transmission, PTO switch/throttle up etc, fitted with a Promac AMS 15000 water tank at \$276,126.00 (ex GST). The price included a 3 year/200,000km standard warranty with the option to purchase a 6 year/350,000km extended warranty for an additional \$2,800 (ex GST).

WA Hino quoted on a Hino 500 series FM2630 long 6x4 cab chassis with automatic transmission which would also be fitted with a Promac AMS 15000 water tank. WA Hino do not offer extended warranties for trucks used in waste applications.

The quote from Major Motors was assessed to provide the best value for money solution, was the lowest priced quotation and is within the 2010/2011 budget allocation and with the purchase of an extended warranty is recommended to Council for approval.

### **STRATEGIC/POLICY IMPLICATIONS**

The purchase of a new water tanker will reduce the overall cost of operations:

### **FINANCIAL IMPLICATIONS**

The expenditure is budgeted and the amount of \$279,426.00 will be charged to Account Code 24410/00 – Purchase/Replace Plant. There will be a balance of \$46,684.00 in the account to be used for the purchase of a new forklift.

### **SUSTAINABILITY IMPLICATIONS**

The purchase of the new water tank improves the economic sustainability of waste disposal operations without impacting the environment or economic sustainability of operations.

### **MEMBER COUNCIL IMPLICATIONS**

<b>Member Council</b>	<b>Implication Details</b>
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



*Item 9.5 continued*

**RECOMMENDATION(S)**

That:

1. Council approve the purchase of a 2010 Isuzu FH 1400 automatic cab/chassis unit fitted with a Promac AMS 15000 water tank module with custom modifications for fire fighting from Major Motors Pty Ltd for the sum of \$276,626.00 (ex GST).
2. The option of an extended warranty for 6 years/350,000km at an additional cost of \$2,800.00 (ex GST) be exercised.

**TAC RECOMMENDATION(S)**

MOVED MR LUTEY

SECONDED MR SINGH

That:

1. Council approve the purchase of a 2010 Isuzu FH 1400 automatic cab/chassis unit fitted with a Promac AMS 15000 water tank module with custom modifications for fire fighting from Major Motors Pty Ltd for the sum of \$276,626.00 (ex GST).
2. The option of an extended warranty for 6 years/350,000km at an additional cost of \$2,800.00 (ex GST) be exercised.

**CARRIED UNANIMOUSLY**

**COUNCIL RESOLUTION(S)**

MOVED CR ZANNINO

SECONDED CR LINDSEY

THAT:

1. COUNCIL APPROVE THE PURCHASE OF A 2010 ISUZU FH 1400 AUTOMATIC CAB/CHASSIS UNIT FITTED WITH A PROMAC AMS 15000 WATER TANK MODULE WITH CUSTOM MODIFICATIONS FOR FIRE FIGHTING FROM MAJOR MOTORS PTY LTD FOR THE SUM OF \$276,626.00 (EX GST).
2. THE OPTION OF AN EXTENDED WARRANTY FOR 6 YEARS/350,000KM AT AN ADDITIONAL COST OF \$2,800.00 (EX GST) BE EXERCISED.

**CARRIED UNANIMOUSLY**



## 9.6 UPGRADE OF THE HYDRAULIC FIRE SERVICES AT THE HAZELMERE WASTE FACILITY

**REFERENCE: COMMITTEES-11752**

### PURPOSE OF REPORT

To seek Council's approval to bring forward an upgrade of the hydraulic fire services at the Hazelmere Waste Facility to be funded using the monies allocated to the geotechnical investigations not required to be undertaken in 2010/2011.

### KEY ISSUES AND RECOMMENDATION(S)

- The existing hydraulic fire services infrastructure is not considered to be adequate for the anticipated additional woodwaste tonnages resulting from the new Haas grinder and an upgrade was programmed for 2011/2012.
- The installation of the new wood waste grinding equipment is currently taking place and commissioning should take place at the end of March.
- Given the additional capacity of the equipment, it is anticipated that there may be much larger stockpiles of raw materials and finished product such that the existing hydraulic fire services infrastructure could be inadequate in the event of a fire.
- The increase in the number of mattresses now being received increases the amount of flammable material now being stored at Hazelmere.
- A design for an upgraded hydraulic fire services layout has been commissioned and costed.
- In that there is no longer a requirement to undertake the planned geotechnical surveys at Red Hill until 2011/2012 at the earliest, there is an opportunity to bring forward the upgrade initially planned for 2011/2012.
- The upgraded hydraulic services will increase the site's capacity to fight a fire in the event that a fire occurs, either in the raw material or finished product stockpiles or the mattress recycling area.

#### **Recommendation(s)**

That Council approve the re-allocation of \$200,000.00 from A/C 73939/01 – Undertake Geotechnical Investigations and bring forward the Up-grading of the Hazelmere Hydraulic Fire Services Infrastructure.

### SOURCE OF REPORT

Director Waste Services

### BACKGROUND

As part of the development of the Hazelmere wood waste project a fire service ring main was connected to two fire water storage tanks to provide onsite capacity in the event a fire was to break out in the raw material or finished product stockpiles.

### REPORT

The success of the wood waste project, in terms of wood waste volumes being received and finished products sold, and the mattress recycling project in terms of the number of mattresses being received for recycling has required a review of the adequacy of the hydraulic fire services infrastructure at Hazelmere.



*Item 9.6 continued*

It was envisaged that there would be a requirement to up-grade the fire service infrastructure in 2011/2012 if the predicted growth in the volume of wood waste occurred. There is now every indication that, once the new wood waste grinding equipment is installed and commissioned, the quantity of wood waste will increase considerably as the new equipment will be able to handle a greater range of feed stock.

Since it is now apparent that there will not be a need to construct Red Hill Farm Stage 3 within the next 3 years there is no need to undertake the geotechnical investigations proposed in the 2010/2011 budget and the budget allocation of \$200,000.00 can be utilised for more immediate projects without impacting the development of the Red Hill Facility.

It is proposed to install two additional fire water storage tanks in close proximity to the administration office and weighbridge and mattress recycling area. The design of the upgraded fire service infrastructure also identifies a need for additional fire pumps, a FESA appliance tank bypass boosting position, an upgrade of the ring main and the installation of additional hydrants.

Whilst it is possible that, since the new grinder will not be commissioned until the end of summer, when there is a lesser risk of fire, the upgrade of the hydraulic fire services infrastructure could be deferred until 2011/2012 there is an opportunity to bring the work forward without impacting the overall budget.

#### **STRATEGIC/POLICY IMPLICATIONS**

The upgrade of the hydraulic services infrastructure at Hazelmere will reduce the risk of substantial losses should there be a fire at Hazelmere.

#### **FINANCIAL IMPLICATIONS**

The expenditure, if not incurred in 2010/2011, would be incurred in early 2011/2012. Funds are available in the 2010/2011 budget as other work is being deferred.

#### **SUSTAINABILITY IMPLICATIONS**

Operations being undertaken at Hazelmere generate social, environmental and financial benefits and the upgrade mitigates the risk of a major fire impacting operations.

#### **MEMBER COUNCIL IMPLICATIONS**

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

#### **ATTACHMENT(S)**

Nil



*Item 9.6 continued*

**VOTING REQUIREMENT**

Absolute Majority

**RECOMMENDATION(S)**

That Council approve the re-allocation of funds from A/C 73939/01 – Undertake Geotechnical Investigations and bring forward the Up-grading of the Hazelmere Hydraulic Fire Services Infrastructure.

The Director Waste Services summarised the report and advised that some basic hydraulic infrastructure had been installed when the programme was first being trialled but, as substantial volumes of wood waste and mattresses were now being received and, with the installation of the new HAAS grinder, there is potential to double the amount of wood waste being processed it was felt the infrastructure in place would be inadequate.

**TAC RECOMMENDATION(S)**

MOVED MR PEARSON

SECONDED MR COTEN

That Council approve the re-allocation of \$200,000.00 from A/C 73939/01 – Undertake Geotechnical Investigations and bring forward the Up-grading of the Hazelmere Hydraulic Fire Services Infrastructure.

**CARRIED UNANIMOUSLY**

**COUNCIL RESOLUTION(S)**

MOVED CR ZANNINO

SECONDED CR LINDSEY

THAT COUNCIL APPROVE THE RE-ALLOCATION OF \$200,000.00 FROM A/C 73939/01 – UNDERTAKE GEOTECHNICAL INVESTIGATIONS AND BRING FORWARD THE UP-GRADING OF THE HAZELMERE HYDRAULIC FIRE SERVICES INFRASTRUCTURE.

**CARRIED UNANIMOUSLY**



## 9.7 TENDER 2010-07 - AIR QUALITY MONITORING AND MODELLING FOR PROPOSED RRF AT RED HILL WASTE MANAGEMENT FACILITY

**REFERENCE: COMMITTEES-11773**

### PURPOSE OF REPORT

To advise Council of the outcome of a tender for air quality monitoring and modelling services for the proposed Resource Recovery Facility (RRF) at Red Hill Waste Management Facility.

### KEY ISSUES AND RECOMMENDATION(S)

- In October 2010, EMRC through Cardno, sought quotations for the supply of baseline air quality monitoring and modelling services for the proposed RRF at Red Hill Waste Management Facility.
- As the quotations were near the upper limit allowed for purchasing by quotation (\$99,999 (ex GST)), it was decided to call for tenders.
- In late November 2010, EMRC invited tenders for baseline air quality monitoring and modelling for the proposed RRF at Red Hill Waste Management Facility.
- Tenders closed on 16 December 2010 and seven tenders were received.

#### Recommendation(s)

That:

1. Council award tender number 2010-07 for the Supply of Air Quality Monitoring and Modelling Services for the Proposed RRF at Red Hill Waste Management Facility to Synergetics Environmental Engineering at the price of \$157,760 (ex GST) for lump sum services.
2. The tender award includes the schedule of rates services for additional monitoring stations, analysis, dispersion modelling scenarios and personnel costs as required by EMRC.
3. The Chief Executive Officer be authorised, on behalf of the Eastern Metropolitan Regional Council to enter into a contract with Synergetics Environmental Engineering in accordance with their submitted tender, subject to any minor variations that may be agreed to between the CEO and Synergetics Environmental Engineering.

### SOURCE OF REPORT

Manager Project Development

### BACKGROUND

At the 21 October 2010 meeting of Council, a late item was considered in relation to a budget amendment for the Resource Recovery budget for 2010/2011. This amendment was required because of the projected costs of baseline monitoring for noise, odour and air quality at Red Hill Waste Management Facility followed by modelling of impacts for the proposed RRF. Council resolved:

*"THAT THE BUDGET FOR SEEK ENVIRONMENTAL APPROVALS (TASK 15) IN THE ANNUAL BUDGET UNDER RESOURCE RECOVERY BE INCREASED FROM \$220,000 TO \$525,000 AND THAT THIS INCREASE BE FUNDED FROM THE SECONDARY WASTE RESERVE."*

This report foreshadowed the potential requirement to call tenders for the baseline monitoring work. Quotations were obtained for the noise monitoring and modelling work in accordance with EMRC purchasing guidelines and the work has been contracted and is underway.



*Item 9.7 continued*

Quotations were called for the odour monitoring and modelling work and the air quality monitoring and modelling work in October 2010 and because the quotes were near the upper limit of \$99,999 (ex GST) for purchasing by quotation it was decided to call for tenders. Tenders were invited in November 2010. The price submitted by the preferred tenderer for the air quality monitoring and modelling work was above the authorisation limit for the Chief Executive Officer of \$150,000 (ex GST), hence the need to have Council endorse the recommendation.

**REPORT**

Tenders were invited under Request for Tender 2010-07 Air Quality Monitoring and modelling on 1 December, closing on 16 December 2010 (specification attached – Attachment 1). Tenders were received from:

1. ECS Assist Pty Ltd;
2. GHD Pty Ltd;
3. Golder Associates Pty Ltd
4. Parsons Brinckerhoff;
5. SLR Heggies Pty Ltd;
6. Synergetics and
7. UGM Australia.

Tenders were assessed on the following basis:

Criteria	Weighting
<p><b>A) Demonstrated experience in completing similar projects.</b></p> <p>Please provide details of similar work undertaken, especially in relation to monitoring or modelling of odours from alternative waste treatment facilities or landfill operations, the skills and experience of key personnel who will undertake the work and the Tenderer's resources available to undertake the work in the required timeframe.</p>	40%
<p><b>B) A demonstrated understanding of the required tasks.</b></p> <p>Please provide details of proposed monitoring and modelling methodology and sequence for work.</p>	20%
<p><b>C) Tendered Price for lump sum component</b></p>	40%
<p><b>Total</b></p>	100%

An assessment on the qualitative criteria was independently carried out by a panel of four (two EMRC employees plus two Cardno staff) with each member scoring the tenders according to an evaluation matrix. The evaluation showed Synergetics Environmental Engineering as the best value tender.



*Item 9.7 continued*

The contract will be executed in accordance with EMRC General Conditions of Contract for the engagement of general services consultants. It is anticipated that the monitoring and modelling work will be completed by 30 April 2011.

**STRATEGIC/POLICY IMPLICATIONS**

The Resource Recovery Project contributes to Key Result Area 1 - Environmental Sustainability of EMRC's Strategic Plan for the Future, specifically Objective 1.3:

- 1.3 To provide resource recovery and recycling solutions in partnership with member Councils

**FINANCIAL IMPLICATIONS**

The cost of using consultants for the environmental approval task is budgeted at \$525,000 in the 2010/2011 Budget under – Resource Recovery – Implement Resource Recovery Project Plan. This includes budget provisions for the tasks related to the environmental approval process (including noise, odour and air quality monitoring).

**SUSTAINABILITY IMPLICATIONS**

The Resource Recovery Facility and/or Resource Recovery Park will contribute towards minimising the environmental impact of waste by facilitating the sustainable use and development of resources.

**MEMBER COUNCIL IMPLICATIONS**

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

ATTACHMENT(S)

RFT 2010-07 Tender for Air Quality Monitoring and Modelling, Resource Recovery Facility Red Hill Waste Management Facility – Synergetics Environmental Engineering Schedule of Rates Services (Ref: Committees-11786)

VOTING REQUIREMENT

Simple Majority.



*Item 9.7 continued*

### **RECOMMENDATION(S)**

That:

1. Council award tender number 2010-07 for the Supply of Air Quality Monitoring and Modelling Services for the Proposed RRF at Red Hill Waste Management Facility to Synergetics Environmental Engineering at the price of \$157,760 (ex GST) for lump sum services.
2. The tender award includes the schedule of rates services for additional monitoring stations, analysis, dispersion modelling scenarios and personnel costs as required by EMRC.
3. The Chief Executive Officer be authorised, on behalf of the Eastern Metropolitan Regional Council to enter into a contract with Synergetics Environmental Engineering in accordance with their submitted tender, subject to any minor variations that may be agreed to between the CEO and Synergetics Environmental Engineering.

The Manager Project Development summarised the report.

The Chairman referred to the fact that and asked if this would be an issue. The Manager Project Development advised that it wouldn't be an issue as Synergetics Environmental Engineering had local people for some of the work and would also fly additional people over as required.

In response to the Chairman's query on how regularly the air quality monitoring would be undertaken, Mr Sim advised that Synergetics Environmental Engineering would set up two monitoring stations and let them run for two months and as well there would be point source samples.

### **TAC RECOMMENDATION(S)**

MOVED MR LUTEY

SECONDED MR COTEN

That:

1. Council award tender number 2010-07 for the Supply of Air Quality Monitoring and Modelling Services for the Proposed RRF at Red Hill Waste Management Facility to Synergetics Environmental Engineering at the price of \$157,760 (ex GST) for lump sum services.
2. The tender award includes the schedule of rates services for additional monitoring stations, analysis, dispersion modelling scenarios and personnel costs as required by EMRC.
3. The Chief Executive Officer be authorised, on behalf of the Eastern Metropolitan Regional Council to enter into a contract with Synergetics Environmental Engineering in accordance with their submitted tender, subject to any minor variations that may be agreed to between the CEO and Synergetics Environmental Engineering.

**CARRIED UNANIMOUSLY**

The Manager Project Development referred to the discussion recorded which stated that Synergetics Environmental Engineering (SEE) was based in the Eastern States. The Manager Project Development advised that SEE is in fact based in Western Australia.

The Manager Project Development referred to the recommendation that the air quality monitoring would cover a two month period from March to April 2011 and would be used as baseline monitoring at Red Hill. Following the advice of the consultants, it was highlighted that the two month period may be insufficient. As a result it is proposed that the monitoring may need to be undertaken between May and September 2011 to ensure the impact of the wood fires and burn offs by the Department of Environmental and Conservation (DEC) be minimised. The Manager Project Development advised that the intention would be to compare results from the DEC's monitoring of the air shed and to discuss with the DEC if any further monitoring would be required.



*Item 9.7 continued*

**COUNCIL RESOLUTION(S)**

MOVED CR CUCCARO

SECONDED CR POWELL

THAT:

1. COUNCIL AWARD TENDER NUMBER 2010-07 FOR THE SUPPLY OF AIR QUALITY MONITORING AND MODELLING SERVICES FOR THE PROPOSED RRF AT RED HILL WASTE MANAGEMENT FACILITY TO SYNERGETICS ENVIRONMENTAL ENGINEERING AT THE PRICE OF \$157,760 (EX GST) FOR LUMP SUM SERVICES.
2. THE TENDER AWARD INCLUDES THE SCHEDULE OF RATES SERVICES FOR ADDITIONAL MONITORING STATIONS, ANALYSIS, DISPERSION MODELLING SCENARIOS AND PERSONNEL COSTS AS REQUIRED BY EMRC.
3. THE CHIEF EXECUTIVE OFFICER BE AUTHORISED, ON BEHALF OF THE EASTERN METROPOLITAN REGIONAL COUNCIL TO ENTER INTO A CONTRACT WITH SYNERGETICS ENVIRONMENTAL ENGINEERING IN ACCORDANCE WITH THEIR SUBMITTED TENDER, SUBJECT TO ANY MINOR VARIATIONS THAT MAY BE AGREED TO BETWEEN THE CEO AND SYNERGETICS ENVIRONMENTAL ENGINEERING.

**CARRIED UNANIMOUSLY**

**RFT 2010-07 AIR QUALITY MONITORING AND MODELLING, RRF AT RED HILL WASTE MANAGEMENT FACILITY**

**SCHEDULE OF RATES – SERVICES – SYNERGETICS ENVIRONMENTAL ENGINEERING**

Line No.	Service Description	Tender Unit	Price Tendered (ex GST)			GST Component	Price Tendered (inc GST)#
1	Additional monitoring stations for baseline air quality assessment	Per station	\$29,000			\$2,900	\$32,100
2	Senior consultant for consultation with EMRC and /or Cardno or other stakeholders as required.	Per hour	\$220/h			\$22/h	\$242/h
3	Labour cost for any additional air quality sampling required.	Per hour	\$180/h			\$18/h	\$198/h
4	NATA Accredited Analysis* of samples including disposables and consumables related to any additional air quality testing required during the course of the contract, with the agreement of the Principal.	Per sample	VOC (T017)	\$150	ALS	\$15	\$165
			A & K	\$250	CCWA	\$25	\$275
			PAHs	\$650	CCWA	\$65	\$715
			Dioxins	\$1450	ALS	\$145	\$1595
			Metals <sup>+</sup>	\$56	ALS	\$5.6	\$61.6
			HCl	\$60	ALS	\$6	\$66
			HF	\$100	CCWA	\$10	\$110
			NH <sub>3</sub>	\$150	CCWA	\$15	\$165
			H <sub>2</sub> S	\$130	CCWA	\$13	\$143
			TSP	\$60	CCWA	\$6	\$66
5	Undertaking any additional dispersion modelling scenarios using Calpuff with the agreement of the Principal.	Per scenario	\$2000			\$200	\$2200

The Principal offers no guarantee as to the quantity of the services required.

\* Synergetics advises that some analyses are not covered specifically by the NATA accreditation held by the laboratories. However since both CCWA and ALS are NATA accredited for a large range of chemical tests it is considered that the analysis to be conducted would be performed under the same quality systems and therefore the analyses would be of the same standard as those covered by their NATA accreditation.

+ Based on assumption that 10 metals are tested

#Note that the costs have increased from previous proposal submitted to EMRC due to the inclusion of more parameters in the monitoring campaigns as advised in the RFT.



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

Nil

**11 GENERAL BUSINESS**

**11.1 UPDATE ON WASTE DISPOSAL ISSUES OF OTHER COUNCILS**

The Director Waste Services advised that an email had been received from the Southern Metropolitan Council (SMRC) advising that they were issuing a tender on 31 January 2011 for the disposal of their waste and, if the EMRC were to consider submitting a tender, a report would need to be submitted to the Chief Executive Officers' Advisory Committee first.

The CEO also advised the Committee that the Western Metropolitan Council (WMRC) had provided the termination notice required in the Agreement, to deliver waste to Red Hill, to be effective from the end of this year and it would therefore be in the EMRC's best interest to gain waste from other Councils so that the member Council costs for waste disposal were not impacted. In response to the Chairman's query on whether there were any pressures on the current member Council rates the CEO advised that since member Council tonnages were below the projected tonnages on which the budget was developed there were pressures but, if additional commercial waste could be secured the pressures would be lessened. The loss of the WMRC waste is likely to create a shortfall in the Comprehensive Waste Education Strategy (CWES) budget that will require an increase in the CWES levy or a reduction in the scope of work and a reduction in the amount of money going into the Secondary Waste Reserve. Mr Lutey stated that the biggest issue member Councils have is selling their rates to residents. The CEO also advised that a bigger problem would arise if Council resolved to increase the commercial rate such that commercial waste was not delivered to Red Hill since that would create a significant impact on member Council disposal rates. The CEO advised that an item would be presented to the CEOAC meeting on the 8 February 2011 regarding the SMRC's tender as the closing date for submission of tenders was prior to the Ordinary Meeting of Council being held on 17 February 2011.

**12 FUTURE MEETINGS OF THE TECHNICAL ADVISORY COMMITTEE**

The next meeting of the Technical Advisory Committee will be held on **Thursday 3 March 2011 (if required)** at the EMRC Administration Office, 226 Great Eastern Highway, BELMONT WA 6104 commencing at 4.00 pm.

**Future Meetings 2011**

Thursday	3	March (if required)	at	EMRC Administration Office
Thursday	7	April	at	EMRC Administration Office
Thursday	5	May (if required)	at	EMRC Administration Office
Thursday	9	June	at	EMRC Administration Office
Thursday	7	July (if required)	at	EMRC Administration Office
Thursday	4	August	at	EMRC Administration Office
Thursday	8	September (if required)	at	EMRC Administration Office
Thursday	6	October	at	EMRC Administration Office
Thursday	17	November (if required)	at	EMRC Administration Office

**13 DECLARATION OF CLOSURE OF MEETING**

There being no further business, the Chairman declared the meeting closed at 5.04pm.



**15.2 CHIEF EXECUTIVE OFFICERS ADVISORY COMMITTEE MEETING HELD 8 FEBRUARY 2011  
(REFER TO MINUTES OF COMMITTEE - BLUE PAGES)**

**REFERENCE: COMMITTEES-11724**

The minutes of the Chief Executive Officers Advisory Committee meeting held on **8 February 2011** 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**

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

Cr Marks referred to page 9 of the CEOAC minutes and stated that while tourism was not a core business to the City of Belmont due to its lack of heritage, he was very proud of the idea of regional tourism. Cr Marks noted that the City of Swan was not participating and that the CEO of the City of Swan had stated that in some instances it was not feasible for member Councils to participate in projects that were already dealt in-house. Cr Marks asked if the City of Swan could provide an explanation of why they would deal with tourism issues in-house rather than participate with tourism on a regional basis with the other member Councils.

Cr Zannino responded that the City of Swan allocated large sums of money in its annual budget for tourism which was run by the Swan Valley Business Centre. The programme was currently under review and as a result the City of Swan had decided to review the whole tourism programme and its contribution to the EMRC. Cr Zannino stated that the City of Swan's position was still negotiable.

Cr Gangell asked how the EMRC was going to promote regional tourism if the City of Swan didn't participate. The Chairman stated that it would be difficult without the City of Swan as the EMRC represents six member Councils and last year was presented with a cheque for \$250,000 from the Lotteries Commission and the EMRC has been requested to continue talks to try and resolve the issue in some manner.

Cr Pilgrim referred to page 34 of the CEOAC Minutes – underground power and stated that he would like to see EMRC advocate for Western Power to investigate the use of aerial bundled cabling (ABC) as three of the member Councils have a fire risk from existing overhead power lines and underground cabling has been ruled out due to cost constraints. Cr McKechnie supported Cr Pilgrim's comments.

Cr Zannino referred to Cr Pilgrim's earlier comments regarding underground power and stated that with the outer metropolitan councils such as the Shires of Kalamunda and Mundaring and the City of Swan there were always concerns about fires. Cr Zannino referred to the fires in the Shire of Toodyay and the City of Swan and stated that both had been attributed to overhead power lines and it was not up to the local councils to install underground power but through the EMRC we should be trying to advocate for state government to.

**COUNCIL RESOLUTION**

MOVED CR RADFORD

SECONDED CR LINDSEY

THAT THE RECOMMENDATIONS IN THE CHIEF EXECUTIVE OFFICERS ADVISORY COMMITTEE REPORT (SECTION 15.2) BE ADOPTED.

**CARRIED UNANIMOUSLY**

**CHIEF EXECUTIVE OFFICERS ADVISORY COMMITTEE**

**MINUTES**

**8 February 2011**

**(REF: COMMITTEES-11724)**

A meeting of the Chief Executive Officers Advisory Committee was held at the EMRC Administration Office, 1<sup>st</sup> Floor, 226 Great Eastern Highway, BELMONT WA 6104 on **Tuesday, 8 February 2011**. The meeting commenced at **12.30pm**.

**TABLE OF CONTENTS**

---

<b>1</b>	<b>DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS</b>	<b>1</b>
<b>2</b>	<b>ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE PREVIOUSLY APPROVED</b>	<b>1</b>
<b>3</b>	<b>DISCLOSURE OF INTERESTS</b>	<b>1</b>
<b>4</b>	<b>ANNOUNCEMENT BY THE CHAIRMAN OR PERSON PRESIDING WITHOUT DISCUSSION</b>	<b>1</b>
<b>5</b>	<b>CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS</b>	<b>1</b>
	5.1 <i>CONFIRMATION OF MINUTES OF CEOAC MEETING 5 OCTOBER 2010</i> <i>(Ref: Committees-11450)</i>	<b>1</b>
<b>6</b>	<b>PRESENTATIONS</b>	<b>2</b>
<b>7</b>	<b>ANNOUNCEMENT OF CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC</b>	<b>2</b>
<b>8</b>	<b>BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING</b>	<b>2</b>
<b>9</b>	<b>REPORTS OF OFFICERS</b>	<b>3</b>
	9.1 <i>REGIONAL SERVICES PROPOSED FUNDING PROGRAM 2011/2012 – 2015/2016</i> <i>(Ref: Committees-11738)</i>	<b>3</b>
	9.2 <i>SWAN AND HELENA RIVERS MANAGEMENT FRAMEWORK IMPLEMENTATION UPDATE</i> <i>(Ref: Committees-11746)</i>	<b>60</b>
	9.3 <i>FUTURE PROOFING PERTH'S EASTERN REGION – REGIONAL CLIMATE CHANGE ADAPTATION ACTION PLAN 2009-2013</i> <i>(Ref: Committees-11777)</i>	<b>110</b>
	9.4 <i>ITEMS CONTAINED IN THE INFORMATION BULLETIN</i> <i>(Ref: Committees-11739)</i>	<b>123</b>
<b>10</b>	<b>CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC</b>	<b>123</b>
<b>11</b>	<b>GENERAL BUSINESS</b>	<b>123</b>
	11.1 <i>EVENTS IN THE REGION</i>	<b>123</b>
	11.2 <i>OTHER GENERAL BUSINESS</i>	<b>123</b>
<b>12</b>	<b>FUTURE MEETINGS OF THE CHIEF EXECUTIVE OFFICERS ADVISORY COMMITTEE</b>	<b>124</b>
<b>13</b>	<b>DECLARATION OF CLOSURE OF MEETING</b>	<b>124</b>

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**6 PRESENTATIONS**

NIL

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

Nil

**8 BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING**

Nil



## **9 REPORTS OF OFFICERS**

### **9.1 REGIONAL SERVICES PROPOSED FUNDING PROGRAM 2011/2012-2015/2016**

**REFERENCE: COMMITTEES-11738**

#### **PURPOSE OF REPORT**

To present Council with a first draft of project proposals, including details and preliminary requirements, for funding the Regional Services activities for the period 2011/12 to 2015/16.

#### **KEY ISSUES AND RECOMMENDATION(S)**

- The preliminary Draft Regional Services Projects Funding Summary 2011/12-2015/16 has been developed to achieve the objectives of the EMRC Strategic Plan for the Future 2010/11 to 2013/14, adopted by Council in August 2010.
- Initial draft project budgets have been developed for Council and member Council consideration.
- The Regional Services Directorate coordinates, facilitates and jointly funds major regionally significant projects that aim to improve social, economic and environmental outcomes for Perth's Eastern Region.
- It is proposed for the period 2011/2012-2015/2016 that the following projects be supported for ongoing funding and delivery:
- Regional Development projects include:
  1. Regional Transport Planning and Development;
  2. Regional Economic Development and Employment;
  3. Regional Youth and Education;
  4. Regional Tourism Program; and
  5. Regional Advocacy and Sponsorship Program.
- Environmental Services projects include:
  1. Eastern Hills Catchment Management Program;
  2. Future Proofing for Climate Change;
  3. Perth Solar City;
  4. Achieving Climate Emission Reductions (ACEr);
  5. Water Campaign;
  6. Swan and Helena Rivers Management Framework.

#### **Recommendations**

That Council approves in principle support to the project proposals as outlined in the Regional Services Project Funding Summary 2011/12-2015/16 for use in initiating discussion with member Councils.

#### **SOURCE OF REPORT**

Director Regional Services



*Item 9.1 continued*

**BACKGROUND**

Regional Services delivers regionally based projects to member Councils in the areas of environmental protection, economic development (including tourism related programs) and social development. Projects and programs have varied over time in response to the needs of member Councils and regional issues that emerge and are deemed to be better dealt with on a regional basis.

The EMRC Establishment Agreement 1998 allows for the EMRC to provide a wide range of services to member Councils.

Delivery of services is driven through an annual process aligned to the business planning and budget processes of all member Councils. This annual process provides for the EMRC to develop a set of proposals and associated funding models in order to provide clarity to elected members and member Council officers about what the EMRC's direction should be in delivering regional services and to seek agreement by all parties involved.

The project proposals are based on the EMRC funding model for Regional Development projects that was adopted by Council in 1999 and subject to revision in 2000 and 2007.

The Regional Services Funding Model and Framework identified four broad categories of projects and services:

- Full cost recovery projects and services;
- Partial cost recovery projects and services;
- EMRC funded projects and services; and
- EMRC support and administration.

The funding model requires that for projects greater than \$50,000, and involving all six member Councils, the member Council contributions be calculated as - one third shared equally amongst the six member Councils; the second third shared proportionately according to rate revenue; and the final third be shared proportionately according to population. This model is used in particular for funding the Regional Tourism Program.

For the current financial year (2010/2011) the following programs and projects are being delivered to member Councils that required a level of funding support from member Councils:-

<b>Program Title</b>	<b>Member Council Funding Received</b>	<b>Grant Funding Received</b>	<b>Total Project Funding (including member Council, EMRC and Grant funding)</b>
Regional Integrated Transport Strategy	\$30,000	\$ 64,380	\$239,552
Regional Economic Development	\$10,890	Nil	\$155,110
Regional Youth and Education	Nil	Nil	\$25,000
Regional Development – Tourism	\$102,416	\$250,000	\$492,500
Regional Advocacy and Sponsorship	Nil	Nil	\$140,000



*Item 9.1 continued*

<b>Program Title</b>	<b>Member Council Funding Received</b>	<b>Grant Funding Received</b>	<b>Total Project Funding (including member Council, EMRC and Grant funding)</b>
Environmental Services – Eastern Hills Catchment Management Program	\$72,000	\$144,000	\$284,000
Environmental Services – Future Proofing for Climate Change	\$75,000	Nil	\$140,000
Environmental Services – Perth Solar City	\$90,000	\$915,559	\$1,005,559
Achieving Carbon Emissions Reduction (ACEr) program	\$42,300	Nil	\$42,300
Environmental Services - Water Campaign	\$76,452	Nil	\$96,000
Regional Development – Swan and Helena Rivers Management Framework	Nil	Nil	\$112,113
Dieback Project	Nil	\$57,500	\$57,500
<b>Total</b>	<b>\$499,058</b>	<b>\$1,431,439</b>	<b>\$2,789,634</b>

It should be noted that the total EMRC net contribution of \$859,137 to projects and services is being derived from surplus revenue made from the commercial operations of the Red Hill Landfill facility. This financial benefit is distributed to all member Councils participating in Regional Service's projects.

During this financial period the EMRC also attracted \$1,431,439 in grants to the region.

## **REPORT**

The Regional Development and Environmental Services projects are consistent with the EMRC Strategic Plan for the Future 2010/11 – 2013/14. The Regional Services coordinates, facilitates and jointly funds major regionally significant projects that improve social, economic and environmental outcomes for Perth's Eastern Region.

The Regional Services Project Funding Summary 2011/2012-2015/2016 outlines eleven major strategy/project topics that will require a level of direct financial support and/or member Councils' officer time to provide input, advice, and the provision of data as required. Details of all such requirements will be managed operationally between EMRC and member Councils' officers, whereby specific actions will be developed and outlined in the project delivery plans for each project.

Project delivery plans will be developed once the overarching strategic intent of the project proposals outlined in the Project Funding Summary has been agreed upon, in the first instance, by the EMRC Council via the Chief Executive Officers Advisory Committee and then through presentations to member Councils' Executive Officers.

Following the consultative process and final agreement of the projects, funding will be integrated into future annual and long-term budgets of the EMRC and member Councils respectively.



*Item 9.1 continued*

The Regional Services Project Funding Summary for the period 2010/2011-2014/2015 proposes that the following projects are supported for ongoing funding and delivery:

1. Regional Transport Planning and Development;
2. Regional Economic Development and Employment;
3. Regional Youth and Education
4. Regional Tourism Program; and
5. Regional Advocacy and Sponsorship Program.

In general the project funding proposals for the Transport, Planning and Economic development programs has remained in line with previous year funding levels, however as projects are identified and scoped as a result of ongoing interaction with member Councils' officer groups, funding proposals will be presented to Council when they have been fully developed and have funding support from the member councils.

The only major difference in funding for the regional development program from 2010/11 to 2011/12 is the loss of funding and support for the Regional Tourism program by the City of Swan.

This loss in funding will in effect reduce member Councils contribution to this project in the order of \$22,000. Budgets for specific projects such as the Perth Autumn Festival will be reduced to counteract this loss in funding.

The Environmental Services program includes a number of ongoing programs that are undertaken using a combination of EMRC, member Council and grant funds.

**Environmental Services Projects include:**

1. Eastern Hills Catchment Management Program (EHCMP);
2. Future Proofing for Climate Change;
3. Perth Solar City;
4. Achieving Climate Emissions Reductions (ACEr);
5. Water Campaign; and
6. Swan and Helena Rivers Management Framework.

The only major differences in funding for the regional environmental services program from 2010/11 to 2011/12 is the loss of funding and support for the following projects:-

- Future Proofing for Climate Change project from the City of Swan;
- The Achieving Carbon Emission Reductions (ACEr) program by the City of Swan and the Town of Bassendean; and
- The Water Campaign by the Town of Bassendean.



*Item 9.1 continued*

For the next financial year 2011/2012 the following programs and projects are being delivered to member Councils that required a level of funding support from member Councils:-

<b>Program Title</b>	<b>Member Council Contributions</b>	<b>Grant or other Funding</b>	<b>Total Project Funding (including member Council, EMRC and Grant funding)</b>
Regional Transport Planning and Development	Nil	\$30,000	\$140,000
Regional Economic Development and Employment	\$12,000	Nil	\$155,000
Regional Youth and Education	Nil	Nil	\$25,000
Regional Tourism Program	\$95,187	\$250,000	\$466,000
Regional Advocacy and Sponsorship Program	Nil	Nil	\$142,000
Environmental Services – Eastern Hills Catchment Management Program	\$72,000	\$144,000	\$290,000
Environmental Services – Future Proofing for Climate Change	\$75,000	Nil	\$125,000
Environmental Services – Perth Solar City	\$90,000	\$40,000	\$130,000
Achieving Carbon Emissions Reduction (ACER) program	\$42,300	Nil	\$42,300
Environmental Services - Water Campaign	\$52,764	\$23,688	\$96,000
Regional Development – Swan and Helena Rivers Management Framework	Nil	Nil	\$100,000
<b>Total</b>	<b>\$ 439,251</b>	<b>\$ 487,688</b>	<b>\$1,711,300</b>

It should be noted that the total estimated EMRC net contribution to projects and services for 2011/2012 is \$784,361.

The Regional Services Project Funding Summary 2011/2012 – 2015/2016 outlines greater specific detail for each proposal and is shown as Attachment 1 to this report.

**STRATEGIC/POLICY IMPLICATIONS**

This report is aligned to the objectives and key result areas of the EMRC's Strategic Plan for the Future 2010/11-2013/2014.



*Item 9.1 continued*

## FINANCIAL IMPLICATIONS

The detailed financial implications are outlined in the Regional Services Project Funding Summary shown as Attachment 1 to this report; however the following provides a summary of the EMRC's contribution specifically to Regional Service's initiatives. This contribution is derived from surplus revenue made from the commercial operations of the Red Hill Waste Management Facility.

The EMRC's financial contribution being proposed for Regional Development projects is as follows:

Project Title	2011/12	2012/13	203/14	2014/15	2015/16
Regional Transport Planning and Development	110,000	130,000	140,000	125,000	130,000
Regional Economic Development and Employment	143,000	148,000	153,000	158,000	163,000
Regional Youth and Education	25,000	25,000	25,000	25,000	25,000
Regional Tourism Activities	120,813	124,055	128,057	132,810	139,507
Regional Advocacy and Sponsorships Program	142,000	145,000	148,000	150,000	152,000
<b>Total EMRC Contribution</b>	<b>540,813</b>	<b>572,055</b>	<b>594,057</b>	<b>590,810</b>	<b>609,507</b>

The EMRC's financial contribution being proposed for Environmental Services projects is as follows:

Project Title	2011/12	2012/13	203/14	2014/15	2015/16
Eastern Hills Catchment Management Program	74,000	83,000	92,000	99,000	108,000
Future Proofing for Climate Change	50,000	50,000	50,000	50,000	50,000
Perth Solar City	0	0	0		
ACEr	0	0	0	0	0
Water Campaign	19,548	19,548	19,548	19,548	19,548
Swan Helena Rivers Management Framework	100,000	102,000	104,000	106,000	108,000
<b>Total EMRC Contribution</b>	<b>243,548</b>	<b>254,548</b>	<b>265,548</b>	<b>274,548</b>	<b>285,548</b>

Other overhead costs associated with the delivery of the Regional Services include managerial and administrative support that oversees the delivery of projects. These costs include the salaries for the Director Regional Services, Manager Regional Development, Manager Environmental Development and Administration Officer supporting Environmental Services.



*Item 9.1 continued*

## **SUSTAINABILITY IMPLICATIONS**

The Regional Services Directorate provides services that are targeted directly at enhancing the region's sustainability. Projects are diverse to ensure they address key regional issues which fall under each of the broad areas of social, economic and environmental development that form the sustainability trilogy.

## **MEMBER COUNCIL IMPLICATIONS**

<b>Member Council</b>	<b>Implication Details</b>
Town of Bassendean	Member Councils will be invited to support the projects being proposed in both a financial capacity in the case of some projects and with human resource support across all projects by way of providing advice, guidance and data as required during the implementation processes of all projects.
City of Bayswater	
City of Belmont	Detailed actions, milestones and timelines for delivery will be determined annually as staff from member Councils and the EMRC jointly develop annual project delivery plans. These project delivery plans will clearly outline the level of service required for each project and the level of input required by both the EMRC and member Council staff in order to ensure transparency and accountability of the work being delivered by the EMRC to member Councils.
Shire of Kalamunda	
Shire of Mundaring	
City of Swan	Individual funding models for each member Councils are shown in section 3 of the Regional Service Project Funding Summary 2011/2012-2015/2016.

## **ATTACHMENT(S)**

Regional Services Project Funding Summary for 2011/2012-2015/2016 (Ref: Committees-11769)

## **VOTING REQUIREMENT**

Simple Majority

## **RECOMMENDATION(S)**

That project proposals as outlined in the Regional Services Project Funding Summary 2011/2012-2015/2016 for be endorsed in initiating discussion with member Councils.

## **Discussion ensued**

The Director Regional Services noted that the purpose of the report was to commence preliminary negotiations with member Councils on proposed projects for 2011/2012 budget purposes. Mr Foley felt that in some instances it was not feasible for member Councils to participate in projects which they were already dealing with in-house e.g. Regional Youth and Education; Regional Tourism Program and Future Proofing for Climate Change projects. The Chairman asked what time frame was required to inform the EMRC of a member Council's intention not to participate in certain projects. The Chief Executive Officer of the Eastern Metropolitan Regional Council advised that a 12 month notice period was preferred to allow the EMRC to appropriately deal with resourcing and budgetary impacts.





Advancing Perth's Eastern Region 

# **REGIONAL SERVICES PROJECT FUNDING SUMMARY**

## **2011/2012-2015/2016**

**February 2011**



## Contents

Section 1 - Regional Development Projects – Overview .....	3
1.1 Regional Transport Planning .....	5
1.2 Regional Economic Development.....	9
1.3 Regional Youth and Education .....	15
1.4 Regional Tourism .....	16
1.5 Regional Advocacy Program and Sponsorship .....	20
Section 2 - Environmental Services Projects – Overview.....	26
2.1 Eastern Hills Catchment Management Program .....	27
2.2 Future Proofing for Climate Change .....	31
2.3 Perth Solar City.....	34
2.4 Achieving Climate Emission Reductions (ACEr) .....	37
2.5 Water Campaign™ .....	40
2.6 Swan and Helena Rivers Management Framework .....	44
Section 3 - Member Council Individual Financial Summary .....	47
3.1 Town of Bassendean .....	47
3.2 City of Bayswater .....	47
3.3 City of Belmont.....	48
3.4 Shire of Kalamunda .....	48
3.5 Shire of Mundaring.....	49
3.6 City of Swan .....	49

## Section 1 - Regional Development Projects - Overview

The Regional Development projects being proposed relate to the following programs:

- Regional Transport Planning
- Regional Land Use Planning Investigations
- Regional Economic Development
- Regional Youth and Education
- Regional Tourism
- Regional Advocacy and Sponsorship

The Regional Development Business Unit comprises six full time employees.

- Manager, Regional Development
- Regional Development Coordinator
- Strategic Project Officer (Tourism & Community)
- Strategic Project Officer (Transport & Planning)
- Project Officer, Regional Development
- Administration Research Officer

The positions of Manager Regional Development and Administration Research Officer are established to support the overall service area. The four specialist positions are contract positions attached to the specific project delivery areas and their costs are incorporated into the proposed projects summaries.

Member Council officers advise the EMRC on the development and delivery of strategies and projects through participation on steering groups as follows:

<b>Project</b>	<b>Regional Officer Advisory Groups</b>
Regional Transport and Land use Development	Regional Integrated Transport Strategy Implementation Advisory Group (RITS IAG)  <i>Comprising Technical Directors from member Councils, Department of Transport, Department of Planning, Main Roads, Public Transport Authority, WA Transport Forum, WAC (Airport)</i>
Regional Economic Development Program	Economic Development Officers Group (EDOG)  <i>Comprising Economic Development and Tourism Officers from member Councils</i>
Regional Tourism Program	Economic Development Officers Group (EDOG)  <i>Comprising Economic Development and Tourism Officers from member Councils</i>
Regional Advocacy Program	Chief Executive Officers Advisory Committee (CEOAC)  Regional Advocacy Advisory Group (RAAG) <i>Comprising senior officer from member councils</i>

## **New Regional Development Areas being investigated during 2011-2012**

### ***Land Use Planning***

In 2010 the EMRC Council requested that in light of the proposed changes to legislation in relation to Development Assessment Panels and the development and adoption of the Directions 2031 Land Use planning strategy, the EMRC undertake investigation into how land use planning can be supported through a regional approach.

The legislation relating to Development Assessment Panels will be finalised in early 2011 and the EMRC has maintained a watching brief of the drafting of this legislation over the past 12 months.

Furthermore, the EMRC has monitored and responded to the development of the Directions 2031 Strategy and during 2010 reviewed and prepared a regional submission on the draft Directions 2031 sub regional strategies.

In light of the changing direction and approach to land use planning and development the EMRC will undertake discussions with member Council officers to identify areas of potential synergy where the EMRC may be able to lend assistance to member Councils. Upon completion of these discussions a report will be developed that outlines any future potential support that can be provided by the EMRC and any associated funding required to do so.

### ***Healthy Communities Program***

Under the Federal Government's Healthy Communities Initiative, funding of \$703,607 is being provided over two years to Local Government Associations (LGAs) to increase the number of adults predominantly not in the paid workforce to engage in physical activity and healthy eating programs.

The grant will:

- support a Healthy Communities Co-ordinator within local government to oversee and coordinate the implementation of the Healthy Communities Initiative;
- subsidise the costs to individuals of participating in healthy eating, physical activity or healthy lifestyle programs;
- purchase or run community based healthy lifestyle programs;
- purchase or subsidise training for community members to run community based healthy lifestyle programs

The EMRC has had support from four of the member Councils interested in pursuing this opportunity. The City of Bayswater, Town of Bassendean, City of Swan and the Shire of Mundaring will work with the EMRC to develop a joint submission for a program to be extended over the four Council areas. The EMRC will take on the role of lead organisation by way of project management and delivery of the program should the grant submission be successful.

## 1.1 Regional Transport Planning

### PURPOSE

The purpose in providing regional transport planning is to guide and manage the region's transport development to ensure a safe, accessible and efficient transport network for the future. The project aims address the under investment in transport infrastructure in Perth's Eastern Region through a co-ordinated and integrated approach, supported by all major stakeholders.

### BACKGROUND

#### *How and why this project came about and what has been achieved to date?*

The Regional Integrated Transport Strategy (RITS) for Perth's Eastern Region examines transport and access issues affecting economic growth, liveability of the region and the wellbeing of the community.

The RITS Action Plan identifies prioritised strategies and actions to address transport and access issues in Perth's Eastern Region. Securing investment in infrastructure is a challenge to the implementation of RITS and the EMRC's role is predominantly to advocate the region's business case to government. The RITS Implementation Advisory Group is an important source of information and advice to EMRC to ensure advocacy activities are well targeted.

Since endorsement of the RITS in 2007 the EMRC has influenced the following outcomes:

- Advocacy for the prioritisation of urban roads around Perth airport – leading to a recent awarding of contracts to prepare detailed plans
- Participation in the State Governments Gateway WA Perth Airport and Freight Access Project Steering Committee
- Preparation of a regional submission on the Perth Airport Master Transport Plan
- Upgrading of Great Eastern Highway through ongoing advocacy and participation in the City East Alliance project team
- Growth in TravelSmart programs such as delivery of TravelSmart Household through the Living Smart project
- Promotion of Cycle Tourism experiences – and development of the Cycle Perth's Eastern region brochure
- Preparation of a regional Master Cycle Plan to guide development and integration of local cycle paths across the region
- Increased advocacy efforts for the Perth to Darwin Highway – including holding a stakeholder forum and providing administration support to the Community Advocacy Reference Group
- Increased advocacy through Public Transport Forums in partnership with Curtin University
- Developing tools and strategies to increase take up of walking as an alternative mode of transport

### DETAILS

#### *What is planned for 2011-2012?*

The RITS Action Plan 2010-2013 provides direction for ongoing activities to be undertaken over the next three years. The EMRC during 2009 facilitated a review of the RITS Action Plan to ensure it was providing current and relevant direction. The revised RITS Action Plan clearly outlines the priorities over the next 3 years; priorities for 2011-12 are outlined as follows:

**Key Focus Area 1 – Integrated transport and Land Use Planning.**

	Action	Timeframe	Priority
1.1	Advocate to the State Government for funding support and resources to build capacity of member Councils in the planning of activity centres <b>(EMRC and Local Governments)</b> [RITS 2007, action 3.1].	Ongoing	High
1.5	Work with the Departments of Planning and Transport to develop private/public alliances to provide the land and infrastructure required at activity and employment centres to support alternative modes of transport.	Ongoing	Medium
1.7	Monitor and participate in the development of Westralia Airports Corporation proposed access plans to ensure that there is alignment with Local Government access planning and <i>Directions 2031</i> <sup>6</sup> and related policy and planning documents	Short	High
1.8	Advocate, giving consideration to Local Government biodiversity strategies, to resolve delays in securing environmental approval for priority transport related infrastructure projects due to land clearing objections	Short	Medium
1.9	Monitor and participate in development of the State government Metropolitan Parking Strategy and its implementation in the region's activity and employment centres	Ongoing	High

**Key Focus Area 2 – Public Transport Service Provision**

	Action	Timeframe	Priority
2.1	Advocate for service funding and collaborative solutions to increase Public Transport in the region	Ongoing	High
2.2	Advocate for increased public transport services to the Region's activity and employment centres.	Ongoing	Medium
2.3	Advocate for an increase in feeder services in peak times to provide a more viable option for outer suburb residents and to reduce impact on park and ride capacity at public transport stations	Ongoing	Medium
2.5	Develop a public/private alliance to enable alternative transport modes to be offered to and at Perth Airport	Short	Medium
2.7	Ensure the current level of bus service to the Perth Airport does not deteriorate any further	Short	High
2.8	Encourage commuters travelling to key public transport stations to use alternative modes of transport to alleviate pressure on park and ride facilities	Ongoing	High
2.9	Advocate for increased infrastructure to support alternate modes of transport at public transport stations and at key bus stops in activity and employment centres.	Ongoing	High
2.11	Assist the Public Transport Authority in identifying public transport usage and barriers	Ongoing	High

**Key Focus Area 3 – Connectivity and Accessibility for Walking and Cycling**

3.5	From the master plans (refer Action 3.4), extract the infrastructure requirements, priority actions and develop a regional walk and cycle infrastructure program that shows potential for cooperation between Local Government areas and advocacy activities	Medium	High
3.6	Conduct accessibility audits of major Public Transport stops within the region and use this information to advocate for funding to improve access points and alleviate pressure on park and ride by encouraging use of alternative modes of transport	Medium	High
3.8	Advocate to Department of Transport for development of a set of standards for walking and cycling facilities and for adoption by Councils	Short	Medium
3.9	Coordinate interested parties in the walking and cycling infrastructure field to develop collaborative approaches to securing funding for priority regional infrastructure projects	Medium	Medium

**Key Focus Area 4 – Road and Freight Rail Infrastructure**

4.10	Revise the priority roads projects listed at Appendix A, giving consideration to the original priority list and prioritisation methodology; emergent road priorities and any revisions to Metropolitan Transport Planning for roads	Short	High
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**Key Focus Area 5 – Community Engagement, Education and Behaviour Change**

5.3	Advocate for increased funding of the State Government TravelSmart program including extension of Local Government TravelSmart Officer contracts beyond two years	Short	High
5.4	Advocate for funding to employ a regional TravelSmart officer to target educational programmes and development of Travel Demand Management Plans at employment and activity centres, including Perth Airport ,Malaga, Kewdale/Welshpool, Forrestfield, Bassendean/Bayswater)	Short	High
5.5	Conduct Travel Demand Management educational forums to encourage businesses to develop programs such as Employee TravelSmart Plans	Short	High
5.10	Seek partnerships with organisations also interested in sustainable transport planning and research i.e. Universities to deliver community engagement activities	Medium	Medium

### How will member Councils benefit?

The provision of adequate and sustainable transport infrastructure in Perth's Eastern Region will become a critical issue for both local and State Government in the medium to longer term with predicted population and transport growth for Perth. By pursuing strong advocacy and working together in a regional approach, with good planning being constantly developed and revised, member Councils will benefit immensely and avoid serious traffic congestion and safety issues going forward.

In addition effectively planned activity centres and implemented travel demand management activities and resources as well as excellent walking and cycle path infrastructure will encourage use of alternative modes of transport to the car with flow on social and environmental benefits.

By developing and promoting Perth's Eastern region for its liveability, walkability and accessibility to all services will underpin growth and development of a vibrant region.

### Five Year Financial Summary

Adopted Budget 2010/11	Regional Transport Planning and Development	2011/12	2012/13	2013/14	2014/15	2015/16
<i>Operating Income</i>						
(30,000)	Member Councils contribution – Travel smart Initiatives*	Nil	(15,000)	(30,000)		
Nil	Grants – Travel smart Initiatives*	Nil	(40,000)	(20,000)		
(50,000)	Grants - Cycling Initiatives*	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)
(14,380)	Grants - Walking Initiatives*	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)
(94,380)	<i>Total Income</i>	(30,000)	(85,000)	(80,000)	(30,000)	(30,000)
<i>Operating Expenditure</i>						
77,758	Implement Regional Integrated Transport Strategy	80,000	85,000	90,000	95,000	100,000
40,000	Implement Travel Smart programs Project	Nil	70,000	70,000		
100,000	Implement a Regional Cycle Master Plan	40,000	40,000	40,000	40,000	40,000
21,794	Implement Regional Walking Strategy	20,000	20,000	20,000	20,000	20,000
239,552	<i>Total Expenditure</i>	140,000	215,000	220,000	155,000	160,000
<b>145,172</b>	<b>Net EMRC Contribution</b>	<b>110,000</b>	<b>130,000</b>	<b>140,000</b>	<b>125,000</b>	<b>130,000</b>

\*Expenditure for travel smart, cycling and walking projects will only occur if grants can be secured.

Note - funding has been allocated in 2012/13 for a Regional Travel smart officer also dependant on Department of Transport grant funding.

## 1.2 Regional Economic Development

### PURPOSE

The purpose in providing Regional Economic Development activities is to achieve and maintain a prosperous future for the Region and its residents. This is achieved through a range of activities that facilitate the alignment of workforce, skills, enabling infrastructure, investment, land and leadership to the needs of industry; thereby supporting economic growth. It is critical that the EMRC responds to the expected residential population growth in the Region over the next 20 years through effective investment in Economic Development in order to ensure sufficient employment opportunities. This aligns to key State Government planning strategies such as the Department of Planning's Directions 2031 strategy.

### BACKGROUND

#### *How and why this project came about and what has been achieved to date?*

The Eastern Metropolitan Regional Council (EMRC) has supported member Councils and industry stakeholders to achieve economic development outcomes since 1998. Since establishment of the Economic Development Officer Group (EDOG) in September 2007, regional economic development activities undertaken by the EMRC have continued to address barriers to business and industry growth and investment attraction.

In 2010 the EMRC, in association with EDOG and other stakeholders, developed the Regional Economic Development Strategy (REDS) which sets in place a structured framework for the delivery of Economic Development activities over the next four years. The Strategy identifies the following seven Key Focus Areas:

- **Local Jobs for Local People** - To improve employment self-containment by working with partners to focus on initiatives that align the availability of local jobs to the local working resident population, and therefore reduce the social, environmental and infrastructure burdens that arise from commuting workers in Perth's Eastern Region;
- **Buy Local, Supply Local** - To maximise local supply and demand opportunities through initiatives that reduce leakage of economic activity to other areas. The aim of this being to encourage the growth of existing businesses and the attraction of new businesses to meet local industry needs and generate opportunities in Perth's Eastern Region.
- **Think Smart, Work Smart** - To increase the output value of Perth's Eastern Region by developing and attracting knowledge intensive and creative industries, encouraging innovation in existing businesses, and generally creating higher value employment opportunities in the Region.
- **Joining the Dots** - To create world class enabling infrastructure that maximises economic productivity, creates competitive advantage for businesses in Perth's Eastern Region and resolves infrastructure bottlenecks that inhibit growth;
- **Work Hard, Play Hard** - To protect, improve and promote the liveability of Perth's Eastern Region through the supply and diversity of housing, education, health, culture and vibrancy to attract workers to live and enjoy the Region in which they work;
- **Natural Growth** - To ensure that economic growth complements rather than compromises the environmental future of Perth's Eastern Region by taking an environmentally responsible and sustainable approach; and

- **Responsible Leadership** - To provide good governance that facilitates responsible economic growth, advocates for Perth's Eastern Region, and encourages all stakeholders to work collaboratively together, equipped with the best knowledge to exercise sound leadership

The strategy defines a series of objectives and actions within each Key Focus Area and these form the basis for future activities for the team for 2011/2012.

In addition to the development of REDS, a number of other projects and activities have been undertaken in 2010/2011 with the guidance of the EDOG including:

- Further leveraging of the Regional Broadband Business Case that was developed in 2009/2010 to continue to advocate for improvements to broadband communications under the Federal Government's National Broadband Network Initiative. The Regional Business Case highlights the advantages and justification for early rollout in the Region. The Business Case was presented to Senator Conroy, Minister for Broadband, Communications and the Digital Economy and the State Government's Department of Commerce. Following discussions with the National Broadband Company, a representative from the company was hosted by EMRC during a visit to the Region.
- Continued provision of the REMPLAN economic profiling tool to assist member Councils. An additional dataset was added to the existing datasets for the Perth Metropolitan Area to allow for comparisons between Perth's Eastern Region, member Councils and the broader metropolitan area. This was negotiated at no additional cost to member Councils or EMRC.
- Continued provision of the regional profile.id demographic profiling tool to assist member Councils. An additional tool atlas.id was added and includes key socio-demographic characteristics for the Region presented as interactive maps. This was purchased at no cost to member Councils.
- Continued the series of familiarisation tours of industrial areas in the Region for EMRC and member Council officers to assist with cross promotion of industry attraction opportunities. During the development of the REDS, the opportunity to invite State Government representatives was identified and as a result, more recent tours have offered member Councils the opportunity to inform State Government representatives about significant developments in the Region.
- Continued to develop regional advocacy submissions which included;
  - State Governments draft Directions 2031 Strategy;
  - State Governments Draft Industrial Land Strategy Perth and Peel;
  - Higher Education Advisory Committee regarding the Raffles Education Corporation's application to establish a University College in Australia; and the
  - State Government's Government Office Accommodation Master Planning Discussion Paper.

## **DETAILS**

### ***What is planned for 2011-2012?***

The Regional Economic Development Strategy (REDS) will guide future activities of the EMRC over the next four years. Within each of the Key Focus Areas of REDS there are an associated set of objectives and actions which have been prioritised in association with member Councils. Many of the actions from the strategy will be progressed in parallel through the continuation of several activities from 2010/2011 as well as through the addition of some new activities. New activities for 2011/2012 focus upon research which will underpin the development of programs for future years.

### ***Continuation of previous activities and projects***

A number of activities and projects will be continued from 2010/2011 as follows:

**1. Industrial Tours** - The industrial tours have proved very successful during 2010/2011 and will be continued for 2011/2012. The tours are conducted every 2-3 months and are tailored to industry and business stakeholders to educate, advocate and showcase key commercial and industrial developments in the region. The tours also demonstrate key infrastructure projects (existing, planned, or potentially beneficial).

**2. Economic Development Officers Group (EDOG) Meetings** - The EDOG meetings will continue to be provided during 2011/2012. The meetings provide a forum for the discussion of regional Economic Development matters with Economic Development Officers from member Councils as well as for information and knowledge exchange. For the next 12 months these meetings will also be linked to new projects as an appropriate forum for the presentation of REDS progress, presentation of research findings, discussion and feedback.

**3. Provision of regional profiling tools** - The REMPLAN, profile.id, and atlas.id tools that provide economic and demographic profiling data for the Region will continue to be provided to allow member Councils and other stakeholders access to useful profiling data relating to Perth's Eastern Region. Regular training for member Councils and key stakeholders will also be provided.

### **New projects**

The new projects for 2011/2012 are summarised in the following sections.

#### **1. External Program Review**

As many REDS actions are likely to complement activities being undertaken, planned, or of interest to other stakeholders (e.g. State and Federal Government departments) an initial period of research will be undertaken to identify these activities. This process will also aim to promote the establishment of on-going communication channels and to discuss opportunities to link support for delivery of REDS actions to the activities. Specific areas may include:

- Workforce and Skills: Department of Workforce Development, local education providers
- Cluster Development: Department of Commerce, Enterprise Connect
- Local Jobs Provision: Department of Planning

The research will involve meeting representatives from these and other related organisations and maintaining an on-going two-way relationship during the progression of REDS actions. It will be intended to blend the results of this review with input from the Economic Development Officers Group (EDOG) to ensure a complete picture of programs and activities of relevance in the region.

#### **2. Independent Research Program**

Several actions will require independent research to identify key insights that will influence delivery of REDS actions. This activity will package research into discrete projects that can be undertaken independently. The results of this research will be used to inform the next stages of stakeholder and industry engagement. Particular examples of research projects include:

- EMICoL Review: To undertake a research project to identify lessons learned and key success factors that can be used for further development or the possibility to develop new clusters. (Actions 2.1, 3.1 - High Priority)

- Skills Gap analysis: To undertake desktop analysis of skills requirements using data from sources such as REMPLAN (Actions 1.1 - High Priority)
- Supply Chain Gap Analysis: To undertake desktop analysis of supply chains using data sources such as REMPLAN (Actions 2.2 - High Priority)
- Perception Research: To undertake a survey to assess how Perth's Eastern Region is perceived as a place to live work and play (Action 5.2 - Medium Priority)
- Public Private Partnerships: To undertake research to identify models and case studies for successful public private partnerships (Action 4.3 - Low Priority) – *optional as identified as low priority*

The scope for these research projects will be discussed with EDOG to ensure that the research supports local outcomes.

### **3. Economic Development Officers Group (EDOG) Engagement**

The EMRC will consult with the Economic Development Officers Group (EDOG) to discuss findings from the Independent Research Program and the External Program Review. It is intended that this consultation will be undertaken primarily through the existing regular EDOG meetings. The consultation will involve the two-way exchange of information to support the member Councils with their own local Economic Development priorities as well as to support the EMRC with the implementation of the REDS actions. Part of the activity will be to work with EDOG to create a structured framework for engaging with local business and industry (the Engagement Framework and Business Insights Program) which form the next stages of work.

### **4. Create Industry Engagement Framework**

Many of the actions from REDS require engagement with businesses and industry stakeholders to capture insights that will inform the development of tailored support strategies. Therefore a key element of the implementation of REDS will be consultation with local industry via member Councils. Similar approaches have been successfully implemented for the Regional Transport Strategy such as the Perth to Darwin Highway workshops. An Engagement Framework will be developed in close association with member Councils to create a 'toolkit', an agreed approach for capturing feedback from businesses in Perth's Eastern Region, and an outline of the Business Insights Program. The framework will be based upon the outcomes from the EDOG Engagement activity and may include surveys, interviews and workshops. The framework is also expected to embed methods, tools and branding to support member Councils with their own priorities; linking in with member Council activities where appropriate. Examples of tasks within this activity may include:

- A review and alignment of existing information and activities from member Councils relating to key themes
- A review of opportunities to leverage existing initiatives from member Councils and support with local member Council Economic Development priorities
- Creating key insight areas and associated topics for discussion with local businesses
- Structuring engagement methods and tools to capture feedback
- Reviewing the framework and associated tools with member Councils

### **5. Business Insights Program**

The Business Insights Program will be the implementation and delivery of the Engagement Framework through a period of consultation with local business and industry to capture information and insights. The Business Insights Program will also lead to beneficial outcomes for member Councils as the Business Insights Program will provide a channel for member Councils to promote their profile with their local businesses. The Program is also expected to achieve additional outcomes on behalf of member Councils

by providing a two-way mechanism for information exchange and networking with local businesses. This two-way information exchange and networking will support a number of additional REDS actions relating to advocacy, education and promotion activities within the strategy (e.g. networking, business improvement etc.)

It is expected that the Insights Program will cover six themes for the first 12 months of the program. Provisional themes that will be confirmed in earlier activities and in consultation with EDOG include:

- |  |        |
|--|--------|
| • Theme 1: Workforce and Skills                        | KFA 1  |
| • Theme 2: Supply chains                               | KFA 2  |
| • Theme 3: Clustering                                  | KFA 3  |
| • Theme 4: Infrastructure                              | KFA 4  |
| • Theme 5: Barriers to business development and growth | KFA1-7 |
| • Theme 6: Funding                                     | KFA1-7 |

The Business Insights Program is expected to support some additional engagement strategies to support networking and advocacy actions within REDS, including facilitating the development of relationships between existing business networks and associations (e.g. local chambers of commerce, small business support centres and business associations) and increasing knowledge sharing across existing business networks to encourage creativity and innovation.

#### ***How will member Councils benefit?***

Member Councils have made a significant contribution to the development of the Regional Economic Development Strategy and in doing so have ensured the alignment of regional priorities with their local area Economic Development priorities. At a high level, the Regional Economic Development Strategy will deliver outcomes that support member Councils through increasing local employment, supporting industry investment, advocacy for regional priorities, and promoting the region as a whole.

At a more detailed level, the first twelve months of delivery of the Strategy will be focused upon activities that capture information and feedback to support the later stages of implementation of the Strategy. This aligns to EMRC's role of research, measure and review. To a lesser extent the activities will also support with its other roles in advocacy, education and alignment.

Throughout this period, close collaboration with member Councils is planned and member Councils are expected to benefit from the sharing of research and information as well as realising potential value from engagement with businesses. The activities will support the delivery of REDS actions and in turn will directly help member Councils with their own Economic Development activities. The activities require seeking insights from businesses themselves through the assistance of member Councils. The engagement process and associated tools are expected to support member Councils with increasing their profile with businesses in their local area.

Therefore this plan aligns regional activities, facilitated by the EMRC, with local priorities of member Councils, to maximise leverage and effective use of collective resources.

#### ***What impact/support will this project have on member Councils?***

In-kind support will be required from member Councils in the form of officer time to participate on the Regional Economic Development Officers Group which will be focused upon the activities listed above over the next 12 months. In addition, member Councils will be required to support the continued delivery of regional industrial tours conducted in their Council area and to give input to regional submissions and project proposals that may occur during the period.

The Business Insights Program will require participation of member Councils to participate in engagement activities. Member Councils may be also required to make in-kind and financial contributions to leverage

grant funding for additional opportunities that may arise during the year, although these will be considered on a case-by-case basis.

A contribution of approximately \$2,000 per year from member Councils towards the ongoing licensing of REMPLAN will be required for 2011/2012 as outlined in previous plans.

There is not expected to be any other significant funding required from member Councils for 2011/2012 as the primary activities for this financial year relate to research and engagement activities. However there may be additional funding requests for later years as the feedback from the research activities leads to other implementation projects.

### Five Year Financial Summary

<b>Program Title</b>	<b>Regional Economic Development and Employment</b>					
<b>Adopted Budget 20010/11</b>	<b>Project Summary</b>	<b>2011/12</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>
<b>\$</b>	<b>Operating Income</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
(1,815)	Contribution – Town of Bassendean	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)
(1,815)	Contribution – City of Bayswater	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)
(1,815)	Contribution – City of Belmont	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)
(1,815)	Contribution – Shire of Kalamunda	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)
(1,815)	Contribution – Shire of Mundaring	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)
(1,815)	Contribution – City of Swan	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)
(10,890)	Total Income	(12,000)	(12,000)	(12,000)	(12,000)	(12,000)
<b>Operating Expenditure</b>						
65,000	Implement Regional Economic Development Strategy ( Salary and On costs)	65,000	70,000	75,000	80,000	85,000
60,000	Undertake Research to Inform Implementation of REDS (included profile tools)	60,000	60,000	60,000	60,000	60,000
20,000	Promote the Region to Attract Residents, Workforce and Investment	20,000	20,000	20,000	20,000	20,000
10,000	Retain and Expand Existing Business and Industry (inc grants)	10,000	10,000	10,000	10,000	10,000
155,000	Total Expenditure	155,000	160,000	165,000	170,000	175,000
<b>144,110</b>	<b>Net EMRC contribution</b>	<b>143,000</b>	<b>148,000</b>	<b>153,000</b>	<b>158,000</b>	<b>163,000</b>

\* Note that contributions of \$2,000 from each member Council together with an additional contribution of approximately \$16,100 from EMRC is as per previously agreed for the provision of the REMPLAN economic profiling tool at a cost of \$28,110 for 2011/12

## 1.3 Regional Youth and Education

### PURPOSE

To investigate and scope activities that can be undertaken to improve regional youth and education activities.

### BACKGROUND

#### *How and why this project came about and what has been achieved to date?*

Historically the EMRC has engaged in youth focused activities in response to external funding opportunities that align to the organisation's business or project directions. An annual allocation of \$25,000 has enabled the EMRC to leverage partners and funding to undertake youth projects.

Recent examples of youth projects include;

- Delivery of training in Natural Resource Management to unemployed youth;
- Support to the Engineering Manufacturing Industry Cooperative Limited to develop a pre-employment skills program for 16 to 17 year old students; and
- Funding of research conducted by Matrix Consulting Group into education retention of 10 to 14 year olds at risk of anti-social and offending behaviour.

With support from member Councils, the EMRC is currently developing discussion paper to outline regional opportunities for the preparation of a Regional Youth and Education Strategy (RYES). The Paper will identify opportunities for improving youth education initiatives and determine if the EMRC has a role to play in addressing the current imbalance that exists in the region which is the cause of a drain of the region's gifted and talented youth towards the learning precincts that exist in the northern and western regions of Perth.

The process for development of the Regional Youth and Education Strategy will involve consultation with member Council community development officers, community service providers based in the region and government agencies. This will ensure regional activities proposed for delivery by the EMRC support those underway or proposed by member Councils, the community sector and government.

### DETAILS

#### *What is planned for 2011-2012?*

The findings from the scoping project will define the activities for the forthcoming year. A notional budget of \$25,000 has been set aside to seed fund any new projects.

#### Five Year Financial Summary

Adopted Budget 20010/11	Project Summary	2011/12	2012/13	2013/14	2014/15	2015/16
<b><i>Operating Expenditure</i></b>						
25,000	Facilitate Youth Development and Education initiatives	25,000	25,000	25,000	25,000	25,000
25,000	<b><i>Net EMRC contribution</i></b>	25,000	25,000	25,000	25,000	25,000

## 1.4 Regional Tourism Program

### PURPOSE

The purpose of the Regional Tourism Program is to develop Perth's Eastern Region as a sustainable tourism destination through regional activities facilitated by the EMRC in collaboration with member Councils.

### BACKGROUND

#### *How and why this project came about and what has been achieved to date?*

In 2010, the EMRC Council approved the Regional Tourism Strategy 2010-2015, providing a strategic framework that enables EMRC and its member Councils to broaden focus and deliver achievements beyond destination marketing and regional events by addressing issues such as land use planning, infrastructure and product development.

Significant achievements in 2010/11 include:

- Development of the Regional Tourism Strategy 2010-2015
- Increased collaboration on the Avon Descent Family Fun Days, for greater integration with the race event.
- Production and distribution of regional tourism promotion publication.
- Increased visitor statistics to regional tourism website, PerthTourism.com.au.

### DETAILS

#### *What is planned for 2011-2012?*

The Regional Tourism Strategy (RTS) has been completed and identifies seven Key Focus Areas to guide regional tourism development activities to be facilitated by the EMRC over the period 2010 to 2015.

#### **Destination Management**

##### *Advocacy and Governance*

The Regional Tourism Strategy includes undertaking advocacy activities related to the following projects and priorities, as opportunities arise.

Consultation with member Council officers to ensure alignment of activities will be through the Economic Development Officers Group.

##### *Research*

The EMRC will undertake development-focused research according to the research agenda agreed by EDOG group. In 2011/12 this will include studies on:

1. Study on developer contribution models for tourism
2. Research models and best practice for community markets

#### **Destination Development**

##### *Land Use Planning*

A study is to be undertaken on land use planning barriers and opportunities to Councils, with a summary of current tourism land use within Perth's Eastern Region. This will address:

- Council planning frameworks and zonings as they relate to tourism
- Effectiveness of the planning framework to support tourism

- Key barriers and issues for operators
- Major tourism land opportunities
- Opportunities to engage with planners regarding integration of tourism into planning

As addressed in the above paragraph on Research, land use planning will also explore the feasibility of developer contributions to major tourism infrastructure.

#### *Infrastructure*

Stage one of the *Swan and Helena Rivers Foreshore Trail Interpretation Infrastructure Action Plan* was completed in 2010/11, and included site selection, messages, themes, experiences and identification of potential funding sources. Stage two will be undertaken in 2011/12, and will take the concepts identified in the interpretation plan and create a plan for the physical delivery of the project.

In 2011/12, the EMRC will undertake a study on Council tourism related transport issues and opportunities. This will address:

- Key nodes for tourism activity
- Constraints to tourism transport and movement
- New developments/ideas
- Funding barriers and opportunities

#### *Product Development*

Product Development will involve exploring existing and possible tourism business support programs, in partnership with existing business services. By establishing these partnerships we aim to address gaps that affect operator performance in the region, and major repetitive issues that prevent operators from growth.

2011/12 will also focus on a stronger understanding of the current levels of tourism and establishment of better product networks within the Swan River precinct. This will include the establishment of a tourism product database for the precinct.

As addressed in the above paragraph on research, product development will also explore the available models and best practice for community markets.

### **Destination Marketing**

#### *Collaborative Marketing*

Collaborative marketing projects were also identified as ongoing, including regional buy-in to Experience Perth Holiday Planner, distribution of regional collateral, and maintenance of PerthTourism.com.au

#### *Regional Events*

The annual Perth's Autumn Festival and Avon Descent Family Fun Days will continue to be promoted and developed in collaboration with member Councils.

### ***How will member Councils benefit?***

The ongoing development of regional tourism assists in creating a vibrant, cultural, engaging place to live, carry out business and attract visitors and it also provides the added benefit of making a place that provides for liveability by its residents.

Regional tourism provides an activity that enables member Councils to collaborate and strategically leverage the tourism strengths and opportunities within each local government area. Viewing the region as a whole tourism destination provides a more powerful development mechanism than individual member Council efforts. Individually, each member Council has gaps in its tourism offerings but by working together on a regional basis and leveraging off each other enables the region to become a significant

tourism destination within the Perth Metropolitan area, competing effectively against such destinations as Fremantle and Mandurah for the tourism market.

The region's tourism precincts are currently at different levels of maturity and as a result the direct benefits to member Councils from taking a regional approach will vary between regional projects on an annual basis and this approach makes it difficult to measure direct member Council output. For example, member Councils with an active events program receive benefits from regional event promotion funded by the EMRC and increased buying power through collaboration. Member Councils with nature based assets receive greater benefit from the promotion of trail experiences.

The Regional Tourism Strategy 2010-2015 has been refocused to drive macro regional tourism activities that support member Councils through improved information, research, advocacy planning and investment attraction, which will serve to underpin individual Council's local efforts in visitor servicing, events, marketing and product development.

***What impact/support will this project have on member Councils?***

An ongoing financial contribution through the agreed funding formula is required from participating member Councils. This contribution enables the EMRC to employ a dedicated officer to implement the RTS.

Support of member Councils is also required to release member Council officers to participate in the Economic Development Officers group, educational forums and working groups to plan and coordinate delivery of programs and projects.

Member Councils may be required to contribute in-kind and financial contributions to leverage grant funding for projects that arise from the RTS.

## Five Year Financial Summary

<b>Program Title</b>	<b>Regional Tourism Program Implementation Budget</b>					
<b>Adopted Budget 2010/11</b>	<b>Project Summary</b>	<b>2011/12</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>
<b>\$</b>	<b>Operating Income</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
(11,628)	Contributions - Town of Bassendean	(12,209)	(12,820)	(13,461)	(14,134)	(14,558)
(23,673)	Contributions - City of Bayswater	(24,857)	(26,099)	(27,404)	(28,774)	(29,637)
(19,059)	Contributions - City of Belmont	(20,012)	(21,012)	(22,063)	(23,166)	(23,860)
(19,277)	Contributions - Shire of Kalamunda	(20,241)	(21,253)	(22,316)	(23,432)	(24,134)
(17,017)	Contributions - Shire of Mundaring	(17,868)	(18,761)	(19,699)	(20,684)	(21,304)
(11,762)	Contributions - City of Swan *	Nil	Nil	Nil	Nil	Nil
(250,000)	Grant Funding - Lotterywest	(250,000)	(250,000)	(250,000)	(250,000)	(250,000)
(352,416)	<b>Total Income</b>	<b>(345,187)</b>	<b>(349,945)</b>	<b>354,943)</b>	<b>(360,190)</b>	<b>(363,493)</b>
	<b>Operating Expenditure</b>					
25,000	Tourism Research	26,500	28,000	30,000	33,000	35,000
6,500	Cycling Tourism	Nil	Nil	Nil	Nil	Nil
50,000	Destination Development	50,000	55,000	60,000	65,000	70,000
66,000	Tourism Marketing	67,500	68,000	69,000	70,000	71,000
273,000	Avon Descent	250,000	250,000	250,000	250,000	250,000
72,000	Perth's Autumn Festival	72,000	73,000	74,000	75,000	77,000
492,500	<b>Total Expenditure</b>	<b>466,000</b>	<b>474,000</b>	<b>483,000</b>	<b>493,000</b>	<b>503,000</b>
<b>140,084</b>	<b>EMRC Net Contribution</b>	<b>120,813</b>	<b>124,055</b>	<b>128,057</b>	<b>132,810</b>	<b>139,507</b>

\*City of Swan withdrew from the Regional Tourism Program in 2010.

## 1.5 Regional Advocacy Program and Sponsorship

### PURPOSE

The aim of the Regional Advocacy Program is to build capacity within the EMRC and its member Councils to attract an increased share of benefits and services to Perth's Eastern Region through a framework that delivers effective regional advocacy campaigns.

### BACKGROUND

#### *How and why this project came about and what has been achieved to date?*

The EMRC has been actively involved in advocacy on behalf of the member Councils and the region for some time. Examples include advocating on waste management legislation and on issues that impact on the region such as the introduction of the landfill levy, Zero Waste Strategy, Waste Avoidance and Resource Recovery legislation and the carbon pollution reduction scheme.

The EMRC has also advocated on Regional Development issues associated with transport infrastructure and investment, tourism research and development issues related to the Swan River. From an environmental perspective, the EMRC has advocated on natural resource management issues, the Perth Solar City project and the management of the Swan River and its catchments as it relates to regional co-ordination, member Council activity and community participation.

At its meeting on 30 April 2009, Council deliberated on the future of regional advocacy and resolved to develop a Regional Advocacy Strategy (RAS) that would provide a strategic direction for future advocacy effort across the region.

The RAS was adopted in September 2009 and is now in its implementation phase. A regional Advocacy Advisory Group was established in March 2010 and will focus on guiding specific advocacy campaigns.

The CEOAC agreed in March 2010 that the focus for advocacy for 2010-11 would be:

#### Transport

- Perth to Darwin Highway ( Swan Valley By Pass)
- Perth Airport roads
- Great Eastern Highway
- Perth to Adelaide Highway
- Principal shared path along the Midland Rail line
- Public transport provisions

#### Economic Development

- Swan and Helena Rivers
- Broadband
- Underground Power

#### Waste Management

- Landfill
- Resource recovery

### **Key Advocacy highlights during 2010-11 included:**

Advocacy updates on these issues is outlined as follows:

**Perth Airport Roads - Gateway WA: Perth Airport and Freight Access Project** has been established to provide strategic guidance and direction to the planning and development of the Gateway WA: Perth Airport and Freight Access Project. The committee will provide input and decision making at a strategic level as well as ensure that the goals and priorities of key stakeholders are realised

**Great Eastern Highway – City East Alliance Project** - State Transport Minister approved the City East Alliance (comprised of Leighton Contractors, NRW and GHD) to undertake the design and construction of the Great Eastern Highway upgrade, between Kooyong Road and Tonkin Highway.

**Perth Darwin Highway - Stage One Advocacy Reference Group** - Following a Stakeholder Forum in May 2010 attended by over 50 stakeholders, the final Perth Darwin Highway Stakeholder Forum Report and Advocacy Action Plan was developed and distributed. A series of meetings of the Advocacy Reference Group for the Perth Darwin Highway – Stage One were held to progress actions from the Action Plan. Main Roads Department has commenced developing Business Case to progress the development of this stretch of highway. The Director General of Transport (Mr. Reece Waldock) has advised that he will be seeking a budget allocation from Treasury of 10 million dollars to be allocated in the 2011-2012 financial year for preliminary planning to commence. The State Government is aiming to lodge an Infrastructure Australia bid by 2013-2014 to secure the funding for construction to commence.

### **Principal Shared Path (PSP) along Midland railway**

During 2010 the EMRC monitored the final designs being completed by Main Roads WA for the section of PSP from Bayswater to Bassendean. Construction works are due to commence end of February 2011.

### **Public Transport Provision**

Curtin University – Advocacy by Research on Community Views to Public Transport

Curtin University provided a presentation to EMRC on the study conducted in partnership with the City of Cockburn – Advocacy by Research - a community's opinion of what public transport networks and stations they want in their area. Curtin proposed to deliver in partnership with EMRC and member Councils six community public transport forums for a sponsorship contribution of \$15,000. The forums were proposed to provide community information to the EMRC for use in future public transport advocacy work.

As a result, eight Public Transport Forums were conducted successfully during October and November 2010 and the final report will be delivered by Curtin University in January 2011 outlining the consolidated findings. Around 250 people attended the forums including a number of Local State and Federal politicians.

### **Swan and Helena Rivers Advocacy**

Securing the investment necessary for implementation of the SHRMF is a key project within the EMRC's regional advocacy activities.

Over the past year the following advocacy activities have occurred:

- Participation in the Swan Canning Policy Forum hosted by WALGA;
- The EMRC have been invited on to the WALGA Swan and Canning River Policy Forum which will bring together all the 21 Councils with river management responsible to advocate for increase funding and support;

- Made a submission on the Swan River Trust's Draft Policy – Dinghy Management Along the Swan Canning Riverpark Shoreline;
- Advice received of unsuccessful Regional and Local Community Infrastructure Programme submission; and
- Attendance at meetings and forums with the Swan River Trust including the River Guardians' Swan River Dreaming Boat Tour, Natural Resource Management (NRM) Sub-regional Chairs and Co-ordinators Group meetings.

### **High Speed Broadband**

The EMRC has been advocating for the improvement of high speed Broadband in the Region since 2007. The EMRC has continued to advocate on this issue and in 2009 developed a Regional Business Case for Broadband Infrastructure Upgrades across Perth's Eastern Region. EMRC lodged the regional business case with Senator Conroy in June 2010 at the Perth Community Cabinet Meeting.

Key actions completed in the reporting period include:

- In July 2010, the Regional Business Case was presented to the City of Belmont, City of Swan and the Shire of Mundaring Councils.
- The Department of Commerce is beginning work on setting up a Broadband Working Group to maximise the benefits of the National Broadband Network to Western Australia. In order to define the structure, membership and terms of reference for the Broadband Working Group, the Department of Commerce commenced an initial round of stakeholder consultations with major representative organisations. The EMRC met with the Department of Commerce on the 15 July 2010.
- On the 23 July, the Regional Business Case was presented to the Department of Commerce, Science, Innovation and Business team.
- On the 26 and 27 of July, EMRC hosted an exclusive visit from a National Broadband Network Company (NBN Co) representative to discuss the rollout of high speed Broadband across Perth's Eastern Region. The visit included a presentation overview of the business case; tour of Perth's Eastern Region; and a stakeholder forum. The forum was well attended by over 40 industry, community and government representatives and offered a unique opportunity for questions to be put directly to the NBN Co.
- On the 9 August, EMRC met with Gareth Simmons, General Manager Commercial Networks at NBN Co to present the Broadband Regional Business Case.
- On 13th August, EMRC met with the consultants appointed by the Department of Commerce to undertake the State Telecommunications Needs Assessment.
- In December 2010 the EMRC prepared another letter seeking advice on progress of the Regional Business Case submission lodged in July 2010. The EMRC will continue to liaise with the NBN Co and Federal and State Government to advocate for increased broadband Infrastructure in Perth's Eastern Region.

### **Underground Power**

The EMRC has been advocating for a review of the funding model for the state underground power program since 2009. In Late 2009, the State Government announced it would undertake a review to look into the effectiveness and equity of the current SUPP.

*In July the Economic Regulation Authority announced Inquiry into State Underground Power Program by way of a Costs and Benefit Study. The EMRC developed and lodged a regional submission to the Inquiry.*

In October 2010 Energy Minister Peter Collier released the terms of reference for the review of the State Underground Power Program (SUPP). The State Government had a target of having 50 per cent of houses in the Perth metropolitan area connected to underground power by 2010, and this target was achieved in January 2010, Mr Collier advised that having reached the initial target, it is an appropriate

time for a review since the introduction of the program almost 15 years ago.” The Office of Energy will conduct the review and provide a report to the Minister by June 30, 2011. Open to public consultation, it will include:

1. an investigation of costs for future rounds of the program;
2. identification of priorities for undergrounding of power lines with respect to extreme weather events;
3. a review of the policy objectives of underground power; and
4. consideration of ways of improving the equity and affordability of the program.

The EMRC will continue to monitor the release of the discussion paper for this review and prepare a regional submission.

***Other Advocacy Activities:***

During the Reporting period EMRC senior staff made representations to:

- The Hon Gary Gray – Special Minister of State; Special Minister of State for the Public Service and Integrity
- The Hon. Peter Collier – Minister for Energy; Training and Workforce Development
- The Hon. Simon O’ Brien, Minister for Transport and Disability Services.
- Mr Reece Waldock, Director General, Department of Transport

The following letters to Politicians and Senior Department Heads were distributed:

- Letters to all Perth metropolitan Members of Parliament and WA Senators in September 2010 to extend and invitation to attend the community public transport forums to be held in October and November 2010.
- Letters sent to all Federal and State Ministers and the Shadow Ministry seeking support for the Perth Darwin Highway Stage 1 project.

During the reporting period the following regional submissions were lodged in response to various strategic direction documents:

1. State Government’s Government Office Accommodation Master Planning - Regional submission in consultation with member Councils was submitted in August, providing comment on the State Government’s Government Office Accommodation Master Planning Discussion Paper.
2. WAPC - Directions 2031 Sub Regional Strategies – including the Central Metropolitan Perth Sub-Regional Strategy and the Outer Metropolitan Perth and Peel Sub-Regional Strategy
3. Tourism WA - Draft Aboriginal Tourism Strategy 2011 - 2015.
4. City of Belmont - Local Planning Scheme 15.
5. City of Swan – Hazelmere Enterprise Area Draft Structure Plan

**Regional Sponsorship program**

Council has set aside a fund of \$30,000 annually to provide for once off grant or sponsorship opportunities for various projects or initiatives that provide regional benefit. To date this fund has enabled sponsorship of a number of high profile events and conferences to be attracted to the region. The program is administered through the EMRC Occasional Grants and Sponsorship Policy and guidelines. In 2010/11

Curtin University was sponsored \$15,000 to undertake seven community public transport forums throughout the Region in October and November 2010.

#### Past Sponsorships

2010/11	Curtin University Transport Forums
2009/10	No applications received in this year
2008/09	City of Belmont - Transplant games
2007/08	Shire of Mundaring - Truffle Festival

#### Details

##### ***What is planned for 2011-12?***

During 2011-2012 the EMRC will review its regional advocacy issues and provide a report and update on advocacy to the Chief Executive Advisory Committee to establish advocacy priorities for 2011-12:

The following issues from 2010-11 will be recommended to be carried forward:

1. Public Transport Provision
2. Swan and Helena Rivers
3. High Speed Broadband
4. Underground Power

With respect to major roads advocacy the following roads will be presented to the Chief Executive Officers Group for discussion and direction:

- Perth to Adelaide highway
- Perth to Darwin Highway
- Great Eastern Highway through Greenmount Hill
- Great Easter Highway – Tonkin Highway to Bypass
- Perth Airport Roads

##### ***How will member Councils benefit?***

Effective regional advocacy can ensure that the EMRC and its member Councils:

- Have an early awareness of proposed legislative or policy changes that will impact upon Perth's Eastern Region;
- Can more effectively attempt to influence policy and legislative changes;
- Has its voice is heard on matters that will affect Perth's Eastern Region;
- Develops and maintains valuable contacts and networks that can be utilised to support the EMRC's goals and objectives;
- Can rapidly mobilise an effective and targeted response to opportunities and issues as they arise;
- Can ensure relevant stakeholders and decision-makers have a clear understanding of the issues and outcomes that are a priority for Perth's Eastern Region; and
- Can ensure Perth's Eastern Region is considered favourably for investment, program and development opportunities.

**What impact/support will this project have on member Councils?**

Member Councils will be invited to participate in regional advocacy campaigns. This may require providing information or making people available to attend meetings, events or other advocacy activities. Elected Members will also have a critical role to play in regional advocacy requiring them to be prepared to attend events and delegations and to gather community intelligence on key regional issues needing to be addressed.

**Five Year Financial Summary**

<b>Program Title</b>						
<b>Regional Advocacy and Sponsorship</b>						
<b>Adopted Budget 2010/11</b>	<b>Project Summary</b>	<b>2011/12</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>
<b>\$</b>	<b>Operating Expenditure</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
65,000	Support and undertake regional advocacy activities includes salaries and on costs	67,000	70,000	73,000	75,000	77,000
10,000	Develop regional advocacy collateral	10,000	10,000	10,000	10,000	10,000
10,000	Develop regional advocacy database and website	10,000	10,000	10,000	10,000	10,000
10,000	Provide regional training and development for advocates	10,000	10,000	10,000	10,000	10,000
10,000	Co-ordinate annual Canberra delegation	10,000	10,000	10,000	10,000	10,000
5,000	Co-ordinate regional advocacy meetings	5,000	5,000	5,000	5,000	5,000
30,000	Sponsorships and Grants	30,000	30,000	30,000	30,000	30,000
<b>140,000</b>	<b>Net EMRC contribution</b>	<b>142,000</b>	<b>145,000</b>	<b>148,000</b>	<b>150,000</b>	<b>152,000</b>

## Section 2 – Environmental Services Projects - Overview

The Environmental Services projects being proposed for continuation will include:

1. Eastern Hills Catchment Management Program (EHCMP)
2. Future Proofing for Climate Change – Regional Climate Change Adaptation Action Plan (RCCAAP)
3. Perth Solar City
4. Achieving Carbon Emission Reduction (ACE<sub>R</sub>) Program
5. Water Campaign™
6. Swan and Helena Rivers Management Framework

Environmental Services comprises 11 FTE's

- Manager Environmental Services
- Administration Officer
- Environmental Projects Coordinator
- Environmental Advisor
- NRM Coordinator
- NRM Officers x 2
- Environmental Project Officers x 1
- Environmental Consultants x 2
- Natural Diversity Officer (on secondment from Perth Region NRM)

Two positions, the Manager Environmental Services and the Administration Officer, are established to support the overall service area and their associated costs are fully funded by the EMRC.

The eight specialist positions are contract positions attached to the specific delivery areas and their costs are incorporated into the following project summaries outlined in this section. The Natural Diversity Officer is fully funded by Perth Region NRM.

The Environmental Services team provides regional coordination to member Councils through the Regional Environmental Advisory Group (REAG) established to assist in setting the direction for the Regional Environmental Strategy (RES).

### ***New services and projects:***

- Water Auditing – member Councils will be offered a Water Auditing service for identified high consuming facilities. The water audit, conducted by the EMRC's accredited Environmental Consultant, will provide an on-site survey and assessment of water-using hardware, fixtures, equipment, landscaping, and management practices to determine the efficiency of water use and to develop recommendations for improving water-use efficiency. It will also provide a range of practical and cost effective measures for reducing consumption.
- A partnership with Job Futures – Bridging the Gap to bring Green Jobs Corp to the region will commence for a six month period in December 2010. The project involves a group of ten 17 to 24 year olds, with a qualified coordinator, who will assist with NRM projects across the region. Dependent on the success of the project a decision will be made on whether to extend over the 2011/2012 financial year.
- Subject to successful grant funding from Shell, an Environmental Education Officer will be employed to deliver an environmental education program to upper primary school students on NRM. The purpose of the project is to engage young people in landcare activities with an objective of encouraging a lifetime of environmental stewardship.

## 2.1 Eastern Hills Catchment Management Program (EHCMP)

### PURPOSE

The EHCMP supports a coordinated strategic approach to the restoration of land, bushland and creek lines in Perth's Eastern Region. This has been achieved through a range of natural resource management (NRM) activities responding to member Council, community and regional NRM groups' needs.

### BACKGROUND

#### *How and why this project came about and what has been achieved to date?*

The EHCMP is a highly successful partnership between the Shires of Kalamunda and Mundaring, City of Swan and the EMRC that has operated over the past decade. The program aims to achieve a coordinated strategic approach to the restoration of land, bushland and creeklines through a range of natural resource management (NRM) activities and practices within the Councils, broader community and regional NRM groups.

The EHCMP is one of the five identified sub-regions within Perth Region NRM under the Perth Region Strategy for Natural Resource Management. Additionally, EHCMP has had a strong working partnership with the Swan River Trust in delivering water quality and community capacity building outcomes in the Eastern Hills.

EHCMP continues to receive funding from the Swan River Trust, Perth Region NRM, Shires of Kalamunda and Mundaring and the City of Swan to support community participation in on-ground activities in the region. The Eastern Hills Volunteer Engagement Model provides a coordinated strategic approach to the restoration of land, bushland, waterways, wetlands, wildlife corridors and creeklines of the participating member Councils of Kalamunda, Mundaring and Swan in Perth's Eastern Region.

The EHCMP, in partnership with the participating member Councils, Swan River Trust and Perth Region NRM Inc, adds significant value to the NRM activities undertaken by member Councils. The EHCMP supports an extensive range of community catchment groups and volunteers involved in on-ground works in reserves managed by the Councils and has secured significant external grant funds for local and regional scale projects.

Funding received in 2010/2011 includes:

#### ***State NRM Program – Native Fish Project***

EHCMP secured a grant from the State NRM Office for \$34,458 to conduct fish monitoring along a 26km section of the Helena River between the Mundaring Dam and the confluence of the Swan River. The survey will assess the diversity and abundance of fish species in the river reaches and tributaries of the Helena River in Spring 2010, and representative samples of permanent pools in Autumn 2011.

Permanent water is a vital refuge for freshwater fish, since very few of the rivers and creeks flow all year round and the Helena River is an important tributary of the Swan River.

A report will be compiled, which will determine the status of native and exotic fish species in the Helena River, determine where surviving juvenile fish species are located in the river and environmental flow requirements for native freshwater fish.

The findings of this report will be used to make recommendations with regards to conservation of native freshwater fish species in the eastern hills, and to develop strategies to increase fish habitat through restoration and protection.

**Swan River Trust**

The Swan River Trust made a commitment in May 2010 to continue to fund the Community Led Projects – EHCMP in 2010/2011 providing \$99,000 to coordinate the program. This funding supports the NRM Coordinator role.

**Perth Region NRM**

Through continued funding by the Australian Government's Caring For Our Country Program Perth Region NRM funded the Eastern Hills Tributaries Project with \$55,000 for 2010/2011.

**Swan Alcoa Landcare Program (SALP)**

The team was also successful in receiving \$20,000 through the Swan Alcoa Landcare Program (SALP) for on ground works relating to the Eastern Hills Tributaries Project.

**Review of the Integrated Catchment Management Program (ICMP)**

The ICMP was created in 1997 and funded by the National Heritage Trust and partnered by the Woorloo Brook LCDC, the EMRC, City of Swan, Shire of Mundaring, and Department of Agriculture and Food WA.

The project objective was to coordinate existing environmental initiatives in the region, to progress catchment planning in the major catchments and to establish and promote landcare and catchment management in areas not currently active.

The review involves catchment groups and community within the process. The document is to be a living document that assists in driving the future direction of NRM in the eastern region. The review process will look at the existing ICMP recommendations and ascertain what was done well, not so well and to address gaps in the plan and future actions.

**Outer Metropolitan Community Fund (OMCF) Finalisation**

Finalisation of the Outer Metropolitan Community Fund for Watsonia eradication in Kalamunda, Mundaring and Swan will be completed in November 2010. This project has resulted in widespread Watsonia eradication across the Eastern Hills region.

**Natural Diversity Officer Seconded From Perth Region NRM to EHCMP**

In 2010 Environmental Services added a new member to its NRM team, Luke McMillan. Luke has come from Perth Region NRM on secondment for 12 months. Luke's role as the Natural Diversity project officer will focus on dieback treatment and weeds of national significance in urban bushland remnants.

**Bush Skills for the Hills**

The EHCMP delivered a series Bush Skills for the Hills workshops. Courses conducted include Bushcare Basics, Living with Frogs, Birds and Snakes, two movie nights being the Burning Season and Thin Green Line and the Noongar Booja Cultural Walk.

**Greenpage Newsletter**

11 editions of the Greenpage Newsletter are distributed annually. In 2010/2011 subscriptions have almost doubled from 700 subscribers in 2009/2010 to 1360. The readership has grown due to the NRM team attending a number of community events to increase promotion and interest in landcare and catchment activities.

The EHCMP has long been recognised for its successful and innovative service delivery.

These include:

- Perth Region NRM - Local Government Excellence Award 2010
- National Local Government Award for Excellence (Natural Resource Management) 2007
- National Local Government Award for Innovation (Regional and Rural Councils) 2007
- Finalist WA Landcare Awards in 2005
- Finalist WA Environment Awards 2004
- WA Adult Learners Award 2003 (for Bush Skills for the Hills Program)
- WA Premier's Award 2001.

## DETAILS

### ***What is planned over the next year?***

During 2011-12 the EHCMP team will continue to support participating member Councils and their community groups in protecting and managing the biodiversity, waterways and catchments of the relevant member Councils.

This includes:

- Providing officers to work in participating Council's offices at least one day per week to ensure maximum benefit and integration for member Councils. This includes providing advice to member Council planning and engineering staff on NRM issues.
- Assisting member Councils and community groups to source significant external funding for on-ground projects.
- Providing project development and implementation of on-ground projects.
- Providing executive and technical support to Catchment Groups, as well as supporting some of the 130 plus friends groups in the region.
- Producing eleven editions annually of the Greenpage newsletter, currently distributed to over 1300 households in the region.
- Running and delivering, in partnership with participating member Councils, the annual Bush Skills for the Hills series of 9-12 free environmental training workshops. These include annual sessions on volunteer management and safety, practical bushland management and restoration skills. These are attended by up to 350 community members each year and were recognised by an Adult Learning Award in 2003.
- Implementing Water Quality Monitoring Sampling Analysis Plans.
- Delivery of the annual Eastern Hills Landcare Volunteer Recognition event attended by 150 Eastern Hills volunteers.
- Provide private landholder support, including site visits, responding to phone enquiries, assistance with technical expertise, property planning training and, where appropriate, assisting with accessing external funding and support for protecting and managing creeklines and bushland.
- Representing participating member Councils in forums and networks.
- Commenced a partnership with Job Futures – Bridging the Gap for Green Jobs Corp to assist with NRM projects across the region.
- Subject to grant funding by Shell an Environmental Education Officer will deliver an environmental education project commencing with a pilot in the City of Swan. If successful the program will be rolled out across the region to interested member Councils.

### ***What impact/support will this project have on member Councils?***

Ongoing funding contributions from the Swan River Trust, Perth Region NRM, City of Swan and the Shires of Mundaring and Kalamunda will be the key to maintaining the program.

Close liaison with member Council officers is a critical factor for success and will require member Council officers to build time into their work planning to ensure they have a high level of engagement with the project.

### ***How will member Councils benefit?***

EHCMP provides a planned, structured and coordinated program which has been developed specifically in collaboration with the participating member Councils, catchment groups and NRM Officers. It ensures that volunteer participation is effective, provides structured and ongoing environmental management and saves duplication of resources and work for similar projects within the region.

Through the close and effective working partnerships between EHCMP officers and member Council staff, the landcare and bushcare volunteer network in the region is one of the largest in Australia and has been sustained over time for significantly less cost than similarly sized networks.

The value for member Councils include:

- Appropriate management of conservation reserves, well beyond the level of on-ground management possible by the member Council alone.
- Data collection on member Council environmental assets and values, as well as monitoring of environmental conditions and threatening processes.
- Generation of significant income from external grants for conservation projects within the member Council, particularly where volunteer hours provide leverage for large grants.
- Implementation of member Council environmental strategies.
- Friends groups and associated Catchment groups will be a major force in the implementation of regional and State Government NRM strategies, including the Perth Region NRM Strategy (currently being redeveloped) and the Healthy Rivers Action Plan.
- Volunteers also report high bushfire fuel levels, maintain firebreaks and keep watch on the bushland in their area. This translates into reduced vandalism repair costs and more rapid reporting of suspicious behaviour.
- Friends and Catchment groups also provide a social avenue for residents to become actively engaged in their community, and to gain a sense of personal contribution and value.

### Five Year Financial Summary

<b>Program Title</b>	<b>Eastern Hills Catchment Management Program</b>					
<b>Adopted Budget 2010/11</b>	<b>Project Summary</b>	<b>2011/12</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>
	<b><i>Operating Income</i></b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
(24,000)	Contribution – Shire of Kalamunda	(24,000)	(24,000)	(24,000)	(24,000)	(24,000)
(24,000)	Contribution - Shire of Mundaring	(24,000)	(24,000)	(24,000)	(24,000)	(24,000)
(24,000)	Contribution – City of Swan	(24,000)	(24,000)	(24,000)	(24,000)	(24,000)
(50,000)	Grant Funding - Perth Region NRM	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)
(90,000)	Grant Funding -Swan River Trust	(90,000)	(90,000)	(90,000)	(90,000)	(90,000)
(4,000)	Other Income	(4,000)	(4,000)	(4,000)	(4,000)	(4,000)
(216,000)	<b>Total Income</b>	<b>(216,000)</b>	<b>(216,000)</b>	<b>(216,000)</b>	<b>(216,000)</b>	<b>(216,000)</b>
	<b><i>Operating Expenditure</i></b>					
28,000	Implement EHCMP	28,000	28,000	28,000	28,000	28,000
80,000	NRM Officer 1	83,000	86,000	89,000	91,000	94,000
96,000	NRM Co-ordination	96,000	99,000	102,000	105,000	108,000
80,000	NRM - Officer 2	83,000	86,000	89,000	91,000	94,000
284,000	<b>Total Expenditure</b>	<b>290,000</b>	<b>299,000</b>	<b>308,000</b>	<b>315,000</b>	<b>324,000</b>
<b>68,000</b>	<b><i>Net EMRC contribution</i></b>	<b>74,000</b>	<b>83,000</b>	<b>92,000</b>	<b>99,000</b>	<b>108,000</b>

## 2.2 Future Proofing for Climate Change – Regional and Local Climate Change Adaptation Action Planning

### PURPOSE

The Regional Climate Change Adaptation Action Plan (RCCAAP) 20010-2013 is a foundation document that outlines what needs to be done over the next four years at a regional level to assist Perth's Eastern Region to adapt to climate change.

### BACKGROUND

#### *How and why this project came about and what has been achieved to date?*

In May 2008 the EMRC received funding from the Australian Government's Department of Climate Change Local Adaptation Pathways Program to assist member Councils undertake climate change risk assessments, management and adaptation planning.

Key project elements completed in 2010/2011 include:

- Adoption by Council of the Regional Climate Change Adaptation Action Plan 2009-2013.
- Submission of reports to the Australian Government on the workshop outcomes:
  - Risk Analysis Report;
  - Adaptation Action Plan Report; and
  - Regional Climate Change Adaptation Action Plan 2009-2013.
- Presentations to other networks such as WALGA, WESROC and the State Planning Conference on the development of the Regional Climate Change Adaptation Action Plan.
- Development of Local Climate Change Adaptation Action Plans for each member Council.
- Ongoing advocacy and awareness raising of climate change issues at the local level to the State and Federal level, including increasing funding program toward local effort.
- Providing ongoing advice and monitoring research relating to climate change impacts to member Council officers.
- Representation on the WALGA Senior Officer Group on Climate Change.

### DETAILS

#### *What is planned for 2011-12?*

#### Regional Climate Change Adaptation Actions

The Regional Climate Change Adaptation Action Plan 2009-2013 identified actions for the next four years. In 2009/10 the project moved to an implementation phase where the immediate regional adaptation actions, identified by the member Councils at the risk assessment and adaptation workshops, were implemented. All actions identified for the short term (2010-2011), medium term (2011-2012) and long term (2012-2013) will be implemented in corresponding years.

### Local Climate Change Adaptation Actions

Locally, climate change adaptation is being incorporated into member Council internal operations and expanded across their local communities, with each member Council taking a unique approach to local climate change adaptation. The implementation of the Local Climate Change Adaptation Actions will assist member Councils in tackling raising climate change issues and prepare their local community.

#### **How will member Councils benefit?**

Member Councils benefit by being at the forefront of climate change adaptation. By taking proactive steps to adapt to climate change member Councils mitigate and prepare themselves for the risk climate change impacts may have upon infrastructure, land use planning, biodiversity, environmental health, fire and emergency services as well as parks and reserve management. Other broader key risks include the potential for changing economic viability of local industries and social dislocation.

Climate change can also present new opportunities whereby adaptation actions will generate significant social and environmental benefits. This may occur through the creation of the new carbon constrained economy and ongoing research and monitoring of this emergence will be critical in ensuring that Perth's Eastern Region can exploit any such opportunities. In the area of emergence of new green jobs and technologies the region can position itself to attract such industries and this will provide economic and social benefits to the community.

Another significant benefit will be the leadership that will be demonstrated to the community by local government. Climate change impacts will directly affect local communities and with good strategic planning in place residents will be reassured that their interests are being taken into account and they will be better prepared for whatever issues climate change presents.

#### **What impact/support will this project have on member Councils?**

The environmental, social and economic costs of not adapting to climate change will be significant without adequate adaptation strategies in place.

The project will:

- Promote resilience and support local communities in partnership with local government to improve the management of the local environment and community public assets;
- Secure future-focussed transport, planning and building systems that support low emissions and accommodates a changed climate;
- Identify and support vulnerable communities in Perth's Eastern Region to adjust to the cost of a low emissions economy so they are not further disadvantaged as a result of climate change; and
- Promote innovation and regional security in order to position the region for economic opportunities resulting from climate change such as new industry, markets and technologies.

#### **Climate Change Adaptation services offer to non member Councils**

There is an opportunity for EMRC to provide leadership role and explore the possibility of approaching other councils in Perth metropolitan area offering climate change adaptation services. EMRC may offer these services to existing clients such as the City of South Perth and the Town of Victoria Park.

## Five Year Financial Summary

<b>Program Title</b>	<b>Future Proofing - Climate Change Regional Adaptation Action Plan</b>					
<b>Adopted Budget 2010/11</b>	<b>Project Summary</b>	<b>20011/12</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>
	<b><i>Operating Income</i></b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
	<b><i>Member Councils</i></b>					
(15,000)	Contribution – City of Bayswater	(15,000)	(15,000)	(15,000)	(15,000)	(15,000)
(15,000)	Contribution- Town of Bassendean	(15,000)	(15,000)	(15,000)	(15,000)	(15,000)
(15,000)	Contribution – City of Belmont	(15,000)	(15,000)	(15,000)	(15,000)	(15,000)
(15,000)	Contribution – Shire of Kalamunda	(15,000)	(15,000)	(15,000)	(15,000)	(15,000)
(15,000)	Contribution - Shire of Mundaring	(15,000)	(15,000)	(15,000)	(15,000)	(15,000)
Nil	Contribution – City of Swan	Nil	Nil	Nil	Nil	Nil
(75,000)	<b>Total Income</b>	<b>(75,000)</b>	<b>(75,000)</b>	<b>(75,000)</b>	<b>(75,000)</b>	<b>(75,000)</b>
	<b><i>Operating Expenditure</i></b>					
140,000	Implement climate change actions as per Regional Adaptation Action Plan and develop Local Climate Change Adaptation Plans for member Councils	125,000	125,000	125,000	125,000	125,000
<b>50,000</b>	<b><i>Net EMRC contribution</i></b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>

\*City of Swan withdrew from Future Proofing in 2010

## 2.3 Perth Solar City

### PURPOSE

The Perth Solar City project is a comprehensive program aimed at building long-lasting behaviour change in energy efficiency and conservation. The program aims to increase the uptake of new solar technologies and to break down barriers to participation in direct greenhouse action by residents, businesses and public institutions.

### BACKGROUND

#### *How and why this project came about and what has been achieved to date?*

The project is supported by \$13.9 million in Australian Government funding through the Solar Cities Program. State and Local Government and Industry funding has also been contributed on the basis of at least \$2 for every \$1 of Australian Government funding.

The project is being delivered through the Perth Solar City Consortium, of which the EMRC is a member on behalf of member Councils. Other consortium members include State Government agencies and industry partners. The EMRC and all member Councils have been active participants in the project design, development and implementation since 2005.

The project was launched by the Australian Minister for the Environment, Water, Heritage and the Arts at an event held at the Midland Railway Workshops on 5 November 2009. The project completion date is December 2013.

During 2009 a funding agreement between the State and Federal Governments was signed. This funding agreement was subsequently cascaded to all consortium members, including the EMRC. The funding agreement outlined the EMRC's responsibility in delivering the community engagement program – Living Smart and Sustainable Communities Competition.

During 2009 the EMRC developed 13 demonstration solar energy infrastructure proposals that were accepted into the Perth Solar City Program.

The Perth Solar City project will be implemented between November 2009 and December 2013, with most components delivered in 2010 and 2011. The final year of the project will focus on evaluating the project.

Most residential components will be delivered in 2010 and 2011. From early 2010, member Council demonstration projects will be implemented in line with the agreed proposals.

In 2010/2011 implementation of a number of demonstration and business case projects has been completed including installation of:

- 16 KW PV system at Shire of Mundaring
- 3.6 KW PV system at Town of Bassendean Memorial Library
- 4.08 KW PV system at Ashfield Reserve (Bassendean)
- Installation of 2kW PV system and upgrade existing 1.2kWpPV system (Thin Film) to a 2kW system at Ruth Faulkner Library (Belmont)
- Purchase and install a 1kW PV system at Midland Public Library and a 2kW PV system at Ellenbrook Community Library
- Purchase and install 10kW PV system and energy assessment of Altone Park

In addition to the above the EMRC also ran a Sustainable Communities competition with the winning "sustainable community" receiving a 2.1 KW PV system for their community building.

## DETAILS

### ***What is planned over the next year?***

- Completion of remaining demonstration and business case projects.
- Assistance with member Council demonstration project event launches.
- Continued reporting on the project to the program office and attendance at meetings.
- Evaluation of projects as per the consortium agreement requirements including data on energy production, financial savings and greenhouse abatement.

### ***How will Member Councils benefit?***

Member Councils and their community will derive significant benefit from this project through:

- State and Australian Governments funding into the region to support residents in reducing energy consumption, thus reducing both greenhouse emissions and household energy bills;
- The region will be the location for a major proof of concept trial of nationally compliant 'smart grid' technologies, including smart meters and supporting infrastructure and in-home display devices by a partnership between Western Power and Synergy;
- Access to high quality discounted solar technologies including solar photovoltaic (PV) systems and solar hot water systems;
- Access to free home energy audits;
- Access to Living Smart workshops;
- Australian Government funding into demonstration projects, valued at over \$1.1 million dollars at member Council facilities. The demonstration projects include solar photovoltaic systems on libraries, recreation and administration centres, energy efficient LED lighting at a prominent local recreation reserve and an energy reduction and demand management system for a Council administration centre;
- Access to a solar schools program for up to 20 local schools;
- Industry sponsorship to support a major competition promoting sustainable living in each member Council;
- Installation of a Perth Solar City icon project at the Foundry at the Midland Railway Heritage Workshops;
- The inclusion of the Travel Smart and Living Smart Waste household programs. The EMRC has also negotiated with the Department of Transport so that in addition to the Living Smart Energy and Water components, which will be funded through the Perth Solar City, the department has also allocated an additional \$954,227 to deliver the Travel Smart and Living Smart Waste programs to participating households. This will make significant contribution to the delivery of the EMRC's Regional Integrated Transport Strategy (RITS) and waste education programs; and
- Significant exposure at State, National and International Solar Cities forums as part of the growing global network of Solar Cities.

The EMRC's role has been to seek to maximise the benefit across member Councils and across the region.

### ***What impact/support will this project have on member Councils?***

Member Councils will be required to continue to provide funding that will employ an officer to provide co-ordination to the project. Member Councils will also be required to ensure budgets are set aside for infrastructure investment in solar energy technologies. Member Council officers will be required to set aside time to attend project team meetings to ensure delivery of programs are being achieved.

## Five Year Financial Summary

Program Title	Perth Solar City			
Adopted Budget 2010/11	Project Summary	2011/12	2012/13	2013/14
	<b>Operating Income</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
(15,000)	Contribution – City of Bayswater	(15,000)	(15,000)	(15,000)
(15,000)	Contribution- Town of Bassendean	(15,000)	(15,000)	(15,000)
(15,000)	Contribution – City of Belmont	(15,000)	(15,000)	(15,000)
(15,000)	Contribution – Shire of Kalamunda	(15,000)	(15,000)	(15,000)
(15,000)	Contribution - Shire of Mundaring	(15,000)	(15,000)	(15,000)
(15,000)	Contribution – City of Swan	(15,000)	(15,000)	(15,000)
(915,559)	Grant Funding	(40,000)		
(1,005,559)	Total Operating Income	(130,000)	(90,000)	(90,000)
	<b>Operating Expenditure</b>			
90,000	Implement Perth Solar City	90,000	90,000	90,000
460,000	Implement Living Smart program	40,000	0	0
58,000	Demonstration project - Bassendean	0	0	0
72,240	Demonstration project - Bayswater	0	0	0
107,000	Demonstration project - Belmont	0	0	0
56,664	Demonstration project - Kalamunda	0	0	0
66,740	Demonstration project - Mundaring	0	0	0
94,915	Demonstration project - Swan	0	0	0
(1,005,559)	Total Expenditure	130,000	90,000	90,000
<b>0</b>	<b>Net EMRC contribution</b>	<b>0</b>	<b>0</b>	<b>0</b>

## 2.4 Achieving Carbon Emission Reductions (ACE<sub>R</sub>)

### PURPOSE

The Achieving Carbon Emission Reductions (ACE<sub>R</sub>) Program continues and strengthens the work started under the Cities for Climate Protection Program (CCP), which was funded until 2009 by the Federal Government through ICLEI Oceania. Under the CCP Program member Councils had made significant achievements in mitigating their carbon emissions.

### BACKGROUND

#### *How and why this project came about and what has been achieved to date?*

The ACE<sub>R</sub> – Achieving Carbon Emissions Reduction Program was developed in 2009 by the Eastern Metropolitan Regional Council (EMRC) in collaboration with its six member councils, Town of Bassendean, City of Bayswater, City of Belmont, Shire of Kalamunda, Shire of Mundaring and the City of Swan.

The ACE<sub>R</sub> Program is an initiative developed to encourage and support member Councils with Perth's Eastern Region to monitor, report on and reduce their corporate emissions. The ACE<sub>R</sub> Program also provides information and education to the community and local businesses within the region on reducing energy consumption and other climate change related issues.

The ACE<sub>R</sub> Program was initiated in response to the Australian Government's withdrawal of funding for ICLEI's Cities for Climate Protection (CCP) Program in 2009. The EMRC and its member Councils determined it was necessary to continue to monitor and to mitigate their emissions as well as to educate the community by leading through example.

The ACE<sub>R</sub> Program focuses on climate change, which is a high priority issue affecting every aspect of day to day life, with major impacts for future generations. A proactive approach at the local and regional level is needed to deal with the challenges posed by climate change.

Perth's Eastern Region aspires to become a leader in strategically dealing with climate change within the local government sector and wishes to inspire others to also take up the challenge of mitigations both within their corporate operations and their community.

To date the ACE<sub>R</sub> Program's two biggest achievement was when it was announced as a finalist in the WA Sustainable Energy Awards for Innovation and Excellence for 2010 within the category of Community and Regional Initiative. The other major achievement that the ACE<sub>R</sub> Program achieved in 2009/10 is the development and completion of the ACE<sub>R</sub> Home Energy Audit Kits. These Kits will allow the local community access to tools which they can use to undertake their own home energy audit and begin their journey to energy efficiency.

### DETAILS

#### *What is planned over the next year?*

The EMRC will continue to develop annual project implementation plans to meet member Council requirements.

In July 2010 member Councils were consulted and agreed to continue with funding support to a like program that would be designed and implemented by the EMRC.

One key priority identified by member Councils for 2010/11 is the implementation of a cost effective inventory system to replace the inventory systems and software previously provided by ICLEI. One key step forward is to recommend the purchase of a reporting platform that has been designed and developed by WALGA and Greensense.

Project priorities identified by member Councils for EMRC support of their greenhouse gas mitigation activities include:

- Seeking grants in relation to energy efficiency and climate change mitigation on behalf of member Councils;
- Continuing to develop and implement projects on behalf of member Councils. In 2010/11, these include:
  - Implementing the Shire of Kalamunda's Carbon Reduction Strategy
  - Developing new community projects to be implemented within the region
  - Finalising a cost vs savings analysis of energy saving actions for the City of Bayswater
- The main priority and focus for 2011/2012 will be completion of set up and implementation of the new reporting platform. The first inventory reports will be available and assistance provided to continue with carbon mitigation actions.

***How will Member Councils benefit from participating in ACE<sub>R</sub>?***

Member Councils will derive direct benefits from being involved in the ACE<sub>R</sub> Project as follows:

- Assistance to achieve their greenhouse gas mitigation priorities;
- Cost effectiveness;
- Sharing of resources to achieve common or compatible projects;
- Support in seeking external funding (noting that the Perth Solar City involvement began as a component of member Councils' Community Greenhouse Action Plans through the CCP Program)
- Visibility of member Councils' greenhouse commitments at community events;
- Advice on emerging issues in climate change, emissions policy and reporting and related matters;
- Development of a new reduction target along with a detailed plan on how this target may be achieved;
- Frees up time for the Councils Environmental Officer/Coordinator to tackle other environmental matters.

***What impact/support will this project have on member Councils?***

Participating member Councils will be required to provide funding based on their individual requirements formulated through a project planning process. Once each member Council has identified specific needs then the generic tasks such as managing and quantifying GHG inventories will be incorporated into the overall plan and costed on an hourly basis and changed according.

Member Council officers will be required to provide ongoing input into the delivery of ACE<sub>R</sub> related activities and to provide direction and feedback to the EMRC. The EMRC employs a dedicated officer to coordinate and to implement the requirements of the project.

## Five Year Financial Summary

<b>Program Title</b>	<b>Achieving Carbon Emissions Reduction</b>					
<b>Adopted Budget 2010/11</b>	<b>Project Summary</b>	<b>2011/12</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>
	<b><i>Operating Income</i></b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
(0)	Contribution- Town of Bassendean	(0)	(0)	(0)	(0)	(0)
(12,450 )	Contribution – City of Bayswater	(12,450)	(12,450)	(12,450)	(12,450)	(12,450)
(12,450 )	Contribution – City of Belmont	(12,450)	(12,450)	(12,450 )	(12,450)	(12,450)
(9,700)	Contribution – Shire of Kalamunda	(9,700)	(9,700)	(9,700)	(9,700)	(9,700)
(7,700 )	Contribution - Shire of Mundaring	(7,700)	(7,700)	(7,700)	(7,700)	(7,700)
(0)	Contribution – City of Swan	(0)	(0)	(0)	(0)	(0)
	<b><i>Operating Expenditure</i></b>					
42,300	Implement ACEr program	42,300	42,300	42,300	42,300	42,300
<b>0</b>	<b><i>Net EMRC contribution</i></b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

\*Town of Bassendean and City of Swan have withdrawn from the ACEr project in 2010.

## 2.5 Water Campaign™

### PURPOSE

The purpose for the Water Campaign™ is to provide local governments with a framework and structured approach to actively assess their consumption of water and to understand how their activities affect water quality within their area. The project will deliver water actions plans to address the issues identified and will achieve water reduction goals that have been set by member Councils. This can result in significant water use reductions and cost savings for participating Councils and demonstrates Local Government leadership in the management of our precious water resources.

### BACKGROUND

#### *How and why this project came about and what has been achieved to date?*

The Water Campaign™ is a sustainability initiative from the International Council for Local Environmental Initiatives (ICLEI) and the Australian Government.

Progression through this program framework is marked by milestones which progress the water management initiative through a series of steps outlined below.

<b>Milestone 1</b>	Conduct a water consumption inventory and analysis for Corporate and Community consumers. Produce a water quality checklist;
<b>Milestone 2</b>	Develop water goals in four action areas;
<b>Milestone 3</b>	Produce a Water Action Plan;
<b>Milestone 4</b>	Undertake implementation of the Water Action Plan, assessment and reporting of the quantitative and qualitative benefits resulting from the implemented actions; and
<b>Milestone 5</b>	Review and evaluate Council's progress in the Water Campaign™

There are 120 Councils participating in the Water Campaign™ program throughout Australia, which includes 40 Councils from Western Australia, six of which are the EMRC Member Councils.

A highlight of 2010/11 was the EMRC being nominated as a finalist in the Program Innovation Category in the WA Water Awards 2010 for its work progressing member and client Councils through the ICLEI Water Campaign™ milestone framework.

All six member Councils are actively engaged in the Water Campaign™ and to date have achieved the following:

#### **City of Belmont**

In August 2010 the City of Belmont completed Milestone 5 in corporate and community modules. During 2011/12 the City may undertake water consumption re-inventories and reviewing their Water Action Plan actions.

#### **Town of Bassendean**

In 2010 the Town of Bassendean has achieved the Corporate module of Milestone 4 of the Water Campaign™.

#### **City of Bayswater**

The City of Bayswater has achieved Milestone 1, and is currently progressing Milestones 2 and 3.

### **Shire of Kalamunda**

The Shire of Kalamunda has completed development of their Water Action Plan report, a component of Milestone 3. The Shire started progressing through Milestone 4 in 2010.

### **Shire of Mundaring**

In 2010 the Shire of Mundaring achieved Milestone 3 endorsing their Water Action Plan. Currently the Shire of Mundaring is undertaking Milestone 4 of the Water Campaign™. It is anticipated that the Shire will commence progressing through Milestone 5 in 2011.

### **City of Swan**

Currently the City of Swan is progressing through Milestone 1 undertaking corporate and community water consumption inventory. It is anticipated that during 2011/12 the City will commence concurrently progressing through Milestone 2 and 3.

## **DETAILS**

### ***What is planned for 2011-12?***

- Continue to progress the Cities of Bayswater and Swan through the Water Campaign™ milestone framework, bringing Council up to Milestones 2 and 3.
- Progress the Shires of Mundaring and Kalamunda through the Water Campaign™ milestone framework and completing Milestones 4 and 5.
- Offer the member Councils that have completed Milestone 5 a water consumption inventory support tool and maintain the inventory record and update on an annual basis.
- Offer services in community sustainability education with a focus on water (and energy) conservation. This could include offering household sustainability assessments for member Council households in the region and ongoing sustainability initiatives that encourage water conservation in the community.
- Offer the member Councils a water auditing service that will allow audits to be undertaken of identified high consuming accounts.
- Investigate the feasibility of offering ICLEI's Regional Catchment Module, which investigates how groups of local governments can work together for the long-term improvement in water management as an extension of the Water Campaign™.
- Identify potential water management projects for participating councils and continue to seek funding opportunities available to the councils. Provide assistance with funding application development and submissions.
- Investigate opportunities with the Water Corporation to develop a partnership to delivery a regional water wise program to householders.
- Assist member Councils with best practice water sensitive urban design and irrigation practices.

### ***How will participating Council benefit?***

Participation in the Water Campaign™ will result in the member Councils generating significant water use reductions and cost savings, and will demonstrate their leadership in the management of our precious water resources. The program also supports Councils in groundwater management which

will enable Councils to comply with recent State legislation requiring all Councils to ensure their groundwater extraction is below 7,500 kilolitres per hectare.

Progressing through the Water Campaign™ milestone framework has a great potential to provide the following benefits to participating councils:

#### Economic

- Increase in financial savings associated with the implementation of water conservation measures;
- Reduction of scheme/groundwater consumption through an alternative water supply use such as stormwater, greywater and treated wastewater;
- Water savings through the implementation of best practice water management including sustainable use of groundwater and scheme water management;
- Establishment of environmental indicators through water consumption and water quality analysis to measure and compare the success of programs;
- Assisting community members to reduce their water use accruing financial savings; and
- Improvements in the local economy through the development of new markets in areas such as water efficient devices, irrigation and landscape services.

#### Social

- Improvement of community relations and fostering a greater sense of community through development of partnerships with the commercial residential and industrial sectors of the community; and
- Establishment of local leadership in the area of the water resource management.

#### Environmental

- Contribution to the sustainable management of our water resources;
- Improvements in water quality through the implementation of initiatives such as erosion and sediment control; reduced use of chemicals and the containment and appropriate disposal of gross litter etc.

#### ***What impact/support will this project have on member Councils?***

- Financial support sought from member Councils;
- Financial and in-kind support required from member Councils:
  - To meet Federal/ State funding requirements and support potential projects;
  - To provide input into project application development;
  - To provide ongoing support to ensure Water Campaign™ progress; and
  - To ensure integration of other proposed projects supporting the Water Campaign™.

## Five Year Financial Summary

<b>Program Title</b>	<b>Water Campaign™</b>					
<b>Adopted Budget 2010/11</b>	<b>Project Summary</b>	<b>2011/12</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>
<b><i>Operating Income</i></b>		<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
(10,428)	Contribution – City of Bayswater	(10,428)	(10,428)	(10,428)	(10,428)	(10,428)
(0)	Contribution- Town of Bassendean	(0)	(0)	(0)	(0)	(0)
(10,560)	Contribution – City of Belmont	(10,560)	(10,560)	(10,560)	(10,560)	(10,560)
(9,996)	Contribution – Shire of Kalamunda	(9,996)	(9,996)	(9,996)	(9,996)	(9,996)
(11,880)	Contribution - Shire of Mundaring	(11,880)	(11,880)	(11,880)	(11,880)	(11,880)
(9,900)	Contribution – City of Swan	(9,900)	(9,900)	(9,900)	(9,900)	(9,900)
(23,688)	Other Client LGAs	(23,688)	(23,688)	(23,688)	(23,688)	(23,688)
(76,452)	Total Income	(76,452)	(76,452)	(76,452)	(76,452)	(76,452)
<b><i>Operating Expenditure</i></b>						
96,000	Water Campaign™ Support Officer	96,000	96,000	96,000	96,000	96,000
<b>19,548</b>	<b><i>Net EMRC Contribution</i></b>	<b>19,548</b>	<b>19,548</b>	<b>19,548</b>	<b>19,548</b>	<b>19,548</b>

\*Town of Bassendean withdrew from the Water Campaign in 2010.

## 2.6 Swan and Helena Rivers Management Framework

### PURPOSE

The purpose of the Swan and Helena Rivers Management Framework (SHRMF) is to activate and realise the rivers' potential as natural, cultural and economic assets for Perth's Eastern Region.

### BACKGROUND

#### *How and why this project came about and what has been achieved to date?*

The SHRMF was initiated by the EMRC on behalf of member Councils with support of the Swan River Trust and the Western Australian Planning Commission. The major output of the project was a strategic framework that provides a vision for the future protection and development of the Swan River and its major tributary, the Helena River. The SHRMF identifies roles and responsibilities and allocates strategic actions to all stakeholders to guide the ongoing management and development of the rivers.

The SHRMF was endorsed by the EMRC and the cities of Bayswater, Belmont, Swan and Town of Bassendean in 2007. The framework outlines objectives to:

- achieve social benefits,
- protect environmental values,
- enhance cultural and natural heritage,
- promote sensitive design and development, and
- promote integrated planning and management.

To achieve these objectives the framework recommends preparation of regional level planning strategies and guidelines to ensure a co-ordinated effort to tackle the large scale issues that cross Council boundaries.

To date the project has involved four of the EMRC member Councils including the City of Bayswater, Town of Bassendean, City of Belmont and City of Swan.

Since development and endorsement of the SHRMF, a number of high priority regional projects have been completed. These include:

- Perth's Eastern Region Swan River Trails Project (2008);
- SHRMF Heritage Audit and Statement of Significance (2009);
- Swan and Helena Rivers Regional Recreational Path Development Plan (2009);
- Best Management Practices for Shore Stabilisation – Approaches and Decision Support Framework (2009) (Led by Swan River Trust); and
- Best Management Practices for Shore Stabilisation – Concept Designs for Shore; a Stabilisation at selected sites in the City of Bayswater (2009) (Led by Swan River Trust).

The consultancy reports are foundation documents guiding implementation of the Swan and Helena Rivers Management Framework and, according to the Swan River Trust and National Trust, potentially, the whole Swan and Canning Rivers system.

The EMRC was awarded a commendation for the Swan and Helena Rivers Management Framework in the Outstanding Sustainability Partnerships category at the national Environs Australia 2009 Sustainability Awards. This award recognises significant achievement by a partnership between a local council with other councils or with an external organisation in progressing sustainability within the community.

## DETAILS

### ***What is planned for 2011-12***

#### Ongoing

- Continued implementation of priority actions outlined within the SHRMF on advice of member Councils through the Regional Environmental Advisory Group.
- Advocacy – representations will continue to be made at agency and political levels to increase funding to the Swan River. The EMRC will work with its member Councils and the Swan Canning Policy Forum (C21) to advocate and develop collaborative submissions, as funding programs become available.
- Swan and Helena Rivers Regional Recreational Path Development Plan – seek funding to implement trail construction and maintenance priorities.

#### Continuing

- Swan and Helena Rivers Foreshore Trail Interpretation Plan - will inform development of interpretation infrastructure for the Swan and Helena Rivers Foreshore Trail and is a critical step towards creating an interpreted foreshore trail along the upper reaches of the Swan River. Stage two of the project will deliver detailed designs and costings for each member Council to construct interpretation at selected sites, drawing from the Heritage Audit and Statement of Significance. This project is another stage in the Swan and Helena Rivers Regional Recreational Path Development Plan.
- Regional Aboriginal Consultation Plan - Deliver training on how to use the Regional Aboriginal Consultation Plan resource tool kit.

#### New

- Foreshore Funding Strategy – will inform ongoing advocacy and create an overview of funding sources, availability, partnerships, works and priorities. This will enable advance planning for collaborative submissions; highlight regional needs and link with work done by Swan Canning Policy Forum as well as supporting other major projects in the SHRMF, such as the Foreshore Trail Interpretation Plan and Regional Recreational Path Development Plan. Lead agencies have been identified as including EMRC, Swan River Trust, Department of Planning and Infrastructure, and local government.
- Regional Conservation and Habitat Restoration Implementation Strategy – will link the SHRMF to the Regional Environmental Strategy to provide a framework for implementation of environmental works along the rivers. This will also inform and support the implementation of the environmental themes in the Foreshore Trail Interpretation Plan.

### ***How will member Councils benefit?***

#### Social:

- Improved community engagement in Swan River foreshore restoration activities in the Cities of Bayswater, Belmont and Swan, and Town of Bassendean;
- Inclusive indigenous consultation;
- Increased public safety and amenity along the Swan River foreshore; and
- Increased tourism and recreational opportunities at key sites along the Swan River.

#### Environmental:

- An integrated approach to foreshore management across four member Councils;

- Improved stability of foreshores; and
- Habitat restoration and conservation of associated foreshores.

Economic:

- Opportunities to value add to current individual local government river projects;
- Opportunities to increase funding applications through collaborative submissions;
- Provision of employment opportunities; and
- Informed advocacy for funding and political support for priority actions from State and Federal Government.

***What impact/support will this project have on member Councils?***

Member Councils will be required to make in-kind and financial contributions to leverage grant funding for projects that arise from implementation of regional strategies including;

- Regional Recreation Path Development Plan path construction
- Swan and Helena Rivers Foreshore Interpretation Plan

In-kind support will be required from member Councils in the form of officer time to participate on the Regional Environmental Advisory Group and to provide technical input into submissions and project briefs.

**Five Year Financial Summary**

<b>Program Title</b>	<b>Swan and Helena Rivers Management Framework</b>					
<b>Adopted Budget 2010/11</b>	<b>Project Summary</b>	<b>2011/12</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2014/15</b>
		<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
	<b><i>Operating Expenditure</i></b>					
58,113	Implement SHRMF Plan - Salary and on costs	60,000	62,000	64,000	66,000	68,000
22,000	Develop and Implement Foreshore Interpretation Plan					
28,000	Develop and Implement Aboriginal Consultation Plan					
4,000	Other expenses and projects	40,000	40,000	40,000	40,000	40,000
<b>112,113</b>	<b><i>Net EMRC Contribution</i></b>	<b>100,000</b>	<b>102,000</b>	<b>104,000</b>	<b>106,000</b>	<b>108,000</b>

## Section 3 - Member Council Individual Financial Contributions Summary

### 3.1 Town of Bassendean

Adopted Budget 2010/11	Project Summary	2011/12	2012/13	2013/14	2014/15	2015/16
1,815	Regional Economic profile tools – Remplan	2,000	2,000	2,000	2,000	2,000
11,628	Regional Tourism Program	12,209	12,820	13,461	14,134	14,558
15,000	Future Proofing for Climate change	15,000	15,000	15,000		
15,000	Perth Solar City	15,000	15,000	15,000		
43,443	<b>Total Funding being sought</b>	44,209	44,820	45,461	16,134	16,558

### 3.2 City of Bayswater

Adopted Budget 2010/11	Project Summary	2011/12	2012/13	2013/14	2014/15	2015/16
1,815	Regional Economic profile tools – Remplan	2,000	2,000	2,000	2,000	2,000
23,673	Regional Tourism Program	24,857	26,099	27,404	28,774	29,637
15,000	Future Proofing for Climate change	15,000	15,000	15,000		
15,000	Perth Solar City	15,000	15,000	15,000		
12,450	ACEr	12,450	12,450	12,450	12,450	12,450
10,428	Water Campaign™	10,428	10,428	10,428	10,428	10,428
78,366	<b>Total Funding being sought</b>	79,735	80,977	82,282	53,652	54,515

### 3.3 City of Belmont

<b>Adopted Budget 2010/11</b>	<b>Project Summary</b>	<b>2011/12</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>
1,815	Regional Economic profile tools - Remplan	2,000	2,000	2,000	2,000	2,000
19,059	Regional Tourism Program	20,012	21,012	22,063	23,166	23,860
15,000	Future Proofing for Climate change	15,000	15,000	15,000		
15,000	Perth Solar City	15,000	15,000	15,000		
12,450	ACEr	12,450	12,450	12,450	12,450	12,450
10,560	Water Campaign™	10,560	10,560	10,560	10,560	10,560
<b>73,884</b>	<b>Total Funding being sought</b>	<b>75,022</b>	<b>76,022</b>	<b>77,073</b>	<b>48,176</b>	<b>48,870</b>

### 3.4 Shire of Kalamunda

<b>Adopted Budget 2010/11</b>	<b>Project Summary</b>	<b>2011/12</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>
1,815	Regional Economic profile tools - Remplan	2,000	2,000	2,000	2,000	2,000
19,059	Regional Tourism Program	20,214	21,253	22,316	23,432	23,134
24,000	Eastern Hills Catchment Management Program	24,000	24,000	24,000	24,000	24,000
15,000	Future Proofing for Climate change	15,000	15,000	15,000		
15,000	Perth Solar City	15,000	15,000	15,000		
9,200	ACEr	9,200	9,200	9,200	9,200	9,200
9,996	Water Campaign™	9,996	9,996	9,996	9,996	9,996
<b>94,070</b>	<b>Total Funding being sought</b>	<b>95,410</b>	<b>96,449</b>	<b>97,512</b>	<b>68,628</b>	<b>69,330</b>

### 3.5 Shire of Mundaring

<b>Adopted Budget 2010/11</b>	<b>Project Summary</b>	<b>2011/12</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>
1,815	Regional Economic profile tools - Remplan	2,000	2,000	2,000	2,000	2,000
17,017	Regional Tourism Program	17,868	18,761	19,699	20,684	21,304
24,000	Eastern Hills Catchment Management Program	24,000	24,000	24,000	24,000	24,000
15,000	Future Proofing for Climate change	15,000	15,000	15,000		
15,000	Perth Solar City	15,000	15,000	15,000		
7,700	ACEr	7,700	7,700	7,700	7,700	7,700
11,880	Water Campaign™	11,880	11,880	11,880	11,880	11,880
<b>92,412</b>	<b>Total Funding being sought</b>	<b>93,448</b>	<b>94,341</b>	<b>95,279</b>	<b>66,264</b>	<b>66,884</b>

### 3.6 City of Swan

<b>Adopted Budget 2010/11</b>	<b>Project Summary</b>	<b>2011/12</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>
11,762	Regional Tourism Program	0	0	0	0	0
1,815	Regional Economic profile tools - Remplan	2,000	2,000	2,000	2,000	2,000
24,000	Eastern Hills Catchment Management Program	24,000	24,000	24,000	24,000	24,000
15,000	Perth Solar City	15,000	15,000	15,000		
9,900	Water Campaign™	9,900	9,900	9,900	9,900	9,900
<b>62,477</b>	<b>Total Funding being sought</b>	<b>50,900</b>	<b>50,900</b>	<b>50,900</b>	<b>35,900</b>	<b>35,900</b>



## 9.2 SWAN AND HELENA RIVERS MANAGEMENT FRAMEWORK IMPLEMENTATION UPDATE

REFERENCE: COMMITTEES-11746

### PURPOSE OF REPORT

To update Council on progress in facilitating implementation of the Swan and Helena Rivers Management Framework.

### KEY ISSUES AND RECOMMENDATION(S)

#### Key Issues

- In order to progress the actions of the Swan and Helena Rivers Management Framework (SHRMF) a number of projects have been undertaken during 2010 and are outlined in this progress report.
- The Regional Aboriginal Consultation Guidelines will be developed with the aim to document a step-by-step process for member Council officers to better undertake Aboriginal consultation.
- Stage 1 of the Swan and Helena Foreshore Trail Interpretation Plan has been completed and the draft final report has been distributed to all the Regional Environmental Advisory Group (REAG) members and is proposed to be distributed to key stakeholders and agencies as appropriate.
- Tourism Quality (TQUAL) funding will be pursued for Stage 2 of the Swan and Helena Foreshore Trail Interpretation Plan project when funding is announced later in 2011.
- A review of the priorities identified in the Regional Recreational Path Development Plan and a funding bid will be made under the Lotterywest and Department of Sport and Recreation (DSR) Trails funding program.
- The EMRC provides representation on a number of advisory groups; makes submissions and comments on stakeholder documents; undertakes marketing and promotion activities and attends conferences to advocate for the protection and sustainable use of the Swan and Helena Rivers and implementation of the SHRMF.
- A review of all strategies listed in the Swan and Helena Rivers Management Framework has commenced and will be undertaken in consultation with the REAG to determine future priority areas and budgeting requirements and opportunities.

#### Recommendations

That:

1. Council receive the Swan and Helena Rivers Foreshore Trail Interpretation Plan, forming the attachment to this report.
2. Council authorise forwarding of the Swan and Helena Rivers Foreshore Trail Interpretation Plan (Draft Final Report) to the South West Aboriginal Land and Sea Council (SWALSC), Department of Indigenous Affairs (DIA), Swan River Trust (SRT), WA Planning Commission (WAPC) and other relevant stakeholders for comment.

### SOURCE OF REPORT

Director Regional Services  
Manager Environmental Services



*Item 9.2 continued*

## **BACKGROUND**

The Swan and Helena River Management Framework (SHRMF) was initiated by the EMRC on behalf of member Councils with support of the Swan River Trust and the Western Australian Planning Commission. The major output of the project was a strategic framework that identifies roles and responsibilities and allocates strategic actions to all stakeholders to guide the ongoing management and development of the eastern reaches of the Swan River and its major tributary, the Helena River.

The boundaries of the SHRMF study are defined by four precincts that extend from Windan Bridge near Perth City, east to Middle Swan Road and Swan River Bridge (formerly Whiteman Bridge), and south to Roe Highway. The majority of the study area is included within the boundaries of the Town of Bassendean, City of Bayswater, City of Belmont and the City of Swan.

The SHRMF provides a vision for the future protection and development of the Swan and Helena Rivers as regional assets and identifies nodes, forms of development and strategies to contribute to achieving the vision in the following areas:

- social benefits;
- environmental values;
- cultural and natural heritage;
- design and development; and
- planning and management.

The SHRMF was received by Council in June 2007 and provision made in subsequent budgets to progress development of high priority strategies and actions. High priority projects were identified through a number of SHRMF Steering and Officer Working Groups comprising of external stakeholders and member Councils' staff.

To date the following high priority projects have been completed:

- Perth's Eastern Region Swan River Trails Project (2008);
- SHRMF Heritage Audit and Statement of Significance (2009);
- Swan and Helena Rivers Regional Recreational Path Development Plan (2009);
- Best Management Practices for Shore Stabilisation – Approaches and Decision Support Framework (2009); and
- Best Management Practices for Shore Stabilisation – Concept Designs for Shore; a Stabilisation at selected sites in the City of Bayswater (2009).

The Heritage Audit and Statement of Significance and the Regional Recreational Path Development Plan reports were completed and received by the regional Council in September 2009. The reports identified the need to conduct further consultation with the Aboriginal community to ensure that any future infrastructure including interpretation, trails and foreshore restoration works were sensitive to Aboriginal heritage and cultural issues.

The SHRMF Steering and Officer Working Group members prioritised the need for a Regional Aboriginal Consultation process to assist in improving the current planning and consultation processes through Section 18 applications under the Aboriginal Heritage Act 1972 and to enable more consultative and respectful engagement with the Indigenous community. A project was initiated in 2010 to develop Regional Aboriginal Consultation Guidelines.

In 2010 a Regional Environmental Advisory Group (REAG) was established (replacing the suite of former SHRMF steering and working groups) to progress the implementation of the SHRMF and other EMRC environmental projects and activities.



*Item 9.2 continued*

The following report will inform Council of progress to date and proposed next steps with implementation of the SHRMF during 2011.

**REPORT**

**1. Regional Strategies**

***Regional Aboriginal Consultation Guidelines***

The EMRC is working in partnership with a range of key stakeholders, member Councils and relevant agencies and providers of indigenous heritage advice and services to develop a deeper understanding of the issues and processes required for Indigenous consultation. The Regional Aboriginal Consultation Guidelines aim to document a step-by-step process for member Council officers to better undertake Aboriginal consultation in order to meet legislative requirements and to identify who, how and what needs to be communicated within the local Aboriginal community, in a manner that is inclusive and respectful of Aboriginal heritage and culture.

In 2010 a desktop assessment and interviews with member Councils' officers and relevant stakeholders were conducted to determine current local government Aboriginal consultation processes and models and to identify issues with these processes.

Information from the desktop assessment has been collated into a report to provide an overview of current Aboriginal engagement and consultation processes. An issues paper has been developed from interview responses to highlight stakeholder concerns related to current Aboriginal engagement and consultation processes. From the information collected it appears that there are number of plans and model documents available on how to undertake general Aboriginal engagement and consultation, however, there is a lack of guidance for local government officers and the Aboriginal community on matters such as standard payment fees, knowledge of Aboriginal cultural protocols and local government protocols. The project will result in the development of a practical set of guidelines to assist local government officers with Aboriginal engagement and consultation.

This information will be used to form the basis of a stakeholder workshop to be held in early 2011 and the development of Regional Aboriginal Consultation Guidelines.

The EMRC has engaged a Noongar consultant to facilitate the stakeholder workshop. The workshop will bring together stakeholders to determine the scope and development of the Regional Aboriginal Consultation Guidelines.

***Swan and Helena Rivers Foreshore Trail Interpretation Plan***

Following recommendations from the Heritage Audit and Statement of Significance and the Swan and Helena Rivers Regional Recreational Path Development Plan, a consultant was engaged in 2010 to develop an Interpretation Plan for a multi-use trail along the Swan and Helena Rivers foreshore. The objective of the plan was to determine themes, sites, methods, messages, design and physical structure of the interpretation.

Stage one of the plan has been completed in consultation with member Councils. Themes for interpretation, sites, methods and messages to be communicated have been identified. A draft report was distributed to member Councils through the REAG for feedback and member Council comments were incorporated. A copy of the final draft is attached.

In November 2010 a presentation was delivered to the South West Aboriginal Land and Sea Council (SWALSC) Metropolitan Working Party (native title holders over the Perth metropolitan region) outlining the draft plan. The Group advised that they would provide formal feedback to the EMRC on the Plan. However no feedback has been received to date.



*Item 9.2 continued*

The central suggestion for the Interpretation Plan is to develop two trails at the same time using the same infrastructure. The trail heading East from Windan Bridge would be the Swan and Helena Rivers Foreshore Trail and would focus on the European story and the environmental story from a European perspective. The trail heading west from Kings Meadow and Roe Highway would tell the Aboriginal stories related to the trail. It would use Aboriginal names and would provide recognition of Aboriginal uses. This trail would also tell the environmental story from an Aboriginal perspective.

This would allow people to compare and contrast the way that all Western Australians view the river. It will show the collaboration that is being undertaken in the care of the river and the focus on ensuring sustainability. The trails would create a cultural corridor from the sources of the Swan and Helena Rivers through the Perth City and out to Rottnest Island. Although the EMRC project and delivery will concentrate on the areas contained within their member Council jurisdictions, this methodology will provide an opportunity to create a landscape scale cultural experience and providing visitors with a seamless journey along the rivers. Rather than building a static interpretation centre that will be costly to develop and operate, it is recommended that four major interpretation nodes be developed along the trail, one in each of the precincts. It is envisaged that some kind of shelter and seating would be provided at these nodes. They would also provide a venue for written interpretation panels, storytelling and a place where people could meet. Traditional methods of signage, way markers, art and providing venues for face-to-face experiences will be the main focus for interpretation. In addition to this it is suggested that more high tech methods be investigated such as smart phone applications and podcasts to provide interpretation in places that are prone to flooding, difficult or too expensive to access and maintain.

The Interpretation Plan recommends the following:

- Four major interpretation nodes to be identified and developed.
- A range of interpretation methods to be investigated and developed.
- Consultation to be undertaken with the community to identify stories. This consultation will include the South West Aboriginal Land and Sea Council (SWALSC) with a view to linking to the Swan Canning Iconic River Trails Project (SCIRTP).
- Additional funding to be sourced for the delivery of the interpretation.
- Liaise with stakeholders outside the EMRC region to encourage the adoption of the same messages and a similar or complementary approach to interpreting the river.

The final draft report has been distributed to all REAG members and will be distributed to key stakeholders and agencies as appropriate for comment. Tourism Quality (TQUAL) funding will be pursued for Stage 2 of the project, for the design and physical structure of the interpretation, when funding is announced later in 2011.

***Swan and Helena Rivers Regional Recreational Path Development Plan***

Member Councils were approached in early 2010 to lodge a funding application for the Public Transport Authority - Accessible Pathways Grant Scheme using the priorities identified in the Regional Recreational Path Development Plan. However due to path priorities changing and funding constraints meeting in kind requirements it was decided to defer lodging an application and review the priorities listed in the Regional Recreational Path Development Plan.

A review of the priorities identified in the plan and other barriers to implementation will be undertaken in early 2011 in consultation with the REAG and relevant member Council staff and a funding bid made under the Lotterywest and Department of Sport and Recreation (DSR) Trails funding program closing in March 2011.

***Foreshore Stabilisation***

Best Management Practices (BMP) for Foreshore Stabilisation Report.



*Item 9.2 continued*

The BMP was a collaborative project between the Swan River Trust and EMRC. The project aimed to improve foreshore stabilisation management along the Swan and Canning rivers through:

- Improved knowledge on foreshore stabilisation best management practices for local government officers and natural resource managers; and
- Increased understanding of management responses for foreshore stabilisation to help strategic allocation of future Riverbank grants scheme funding.

The foreshore stabilisation techniques presented in the report have been grouped into eight approaches that stabilise the banks directly or indirectly.

In 2010 the Swan River Trust (SRT) released Chapter 5 – Gabions of the BMP document. The document undergoes regular updating by the Trust to reflect current best management practices.

EMRC Officers met with the Swan River Trust in late December 2010 to discuss future training opportunities and ways of promoting use of the BMP. The Trust have decided to print limited copies of the online document after numerous requests for hard copies of the document.

Currently no funding is available to advance the Region in relation to foreshore stabilisation; however funding opportunities will be pursued as they arise.

## **2. Regional Advocacy**

The SHRMF is a key project within the EMRC's regional advocacy programme which identifies the health, protection and sustainable use of the Swan and Helena Rivers as a priority issue. The EMRC has participated in advocacy activities through representation on advisory groups; making submissions and comments on stakeholder documents; marketing and promotion and attending conferences.

### **Advisory Groups**

EMRC officers are members of the following advisory groups:

- WALGA - Swan Canning Local Government Policy Forum (C21) - Representation on the Swan Canning Local Government Policy Forum has focussed advocacy efforts on obtaining resources for local government authorities for the care of the Swan and Canning Rivers in a co-ordinated manner. Participation on the advisory groups has ensured EMRC and stakeholder projects are complementing each other through information and resource sharing.
- South West Aboriginal Land and Sea Council (SWALSC) - Swan Canning Iconic River Trails Project Advisory Group (SCIRTP) – Participation on the advisory group has provided a forum for stakeholders to provide and share information on the Noongar and European and natural heritage values of the Swan and Canning Rivers being collected as part of Stage 1 of the Swan Canning Iconic River Trails Project.

It is anticipated that outcomes of the project will be published in early 2011 and the information used to inform the development of the Swan and Helena Foreshore Trail Interpretation Plan and the Regional Aboriginal Consultation Guidelines. It will also be a resource which can be used to assist with the heritage aspects of planning and management activities along the Swan and Helena Rivers.

- Swan River Trust – Swan Canning Riverpark Iconic Trails Master Plan Project Advisory Group. The Swan Canning Riverpark Iconic Trails Master Plan Project aims to develop a plan to guide the development of a linked trails network throughout the Riverpark. The EMRC represents three member Councils on the advisory group which is made up of land managers and relevant agencies with responsibilities within the Riverpark. The group has established a terms of reference and has provided trails mapping information to the Swan River Trust who are currently collating and mapping the existing trails network data. The Trust has advised that they will be using the Regional Recreational Path Development Plan and Heritage Audit and Statement of Significance as a blueprint for their planning documents for the Riverpark.



*Item 9.2 continued*

### **Submissions**

EMRC Officers have developed a number of submissions in relation to draft state and local government policy documents and reports including:

Swan River Trust

- Draft Policy - Dinghy Management Along the Swan Canning Riverpark Shoreline;
- Draft Swan Canning Riverpark Iconic Trails Project Steering Group Terms of Reference; and
- Draft Policy SRT/D4 Stormwater Management.

WALGA

- Swan Canning Local Government Policy Forum - Draft Priority Plan - For Investment into the Future of the Swan-Canning River System

### **Marketing and Promotion**

- Swan and Helena Rivers Management Framework newsletter was produced and distributed to stakeholders in June 2010;
- The EMRC presented a poster on the SHRMF at the 13th International Riversymposium, held in Perth in October 2010; and
- EMRC Officers presented at the "Swan River Forum" hosted by Lisa Baker MLA in May 2010.

### **3. Funding**

In 2010 the EMRC and its member Councils submitted funding bids to the Federal Government's Regional and Local Community Infrastructure Programme (RLCIP) for river infrastructure and restoration works within the SHRMF project area and the Tourism Quality grants programme (TQUAL) for development of a Swan and Helena Rivers Trail Interpretation Plan. Unfortunately the submissions were not successful.

In 2011 funding opportunities will continue to be sourced and applied for where relevant to progress implementation of the SHRMF. The following grant opportunities will be pursued in 2011. As information becomes available grant suitability will be scoped and submissions made in collaboration with member Councils where applicable.

- Lotterywest Trails Grants Programme;
- Lotterywest Grants – Valuing Our State's Heritage; and
- Tourism Quality (TQUAL).

### **4. Member Council Consultation**

The Regional Environmental Advisory Group (REAG) first convened in August 2010. The group is made up of one officer from each of the six member Councils. The group met monthly in 2010, to provide ongoing input into the implementation of the SHRMF strategies and other environmental services and activities undertaken by the EMRC. This consultation will continue in 2011 with meetings moving to a six weekly basis.

### **5. Next Priorities - Swan and Helena Rivers Management Framework**

A review of all strategies listed in the SHRMF has commenced and will be undertaken in consultation with the REAG to determine future priority areas and budgeting requirements and opportunities.

At this stage it is proposed in 2011/2012 to focus on the Foreshore Funding Strategy and Regional Conservation and Habitat Restoration Implementation Strategy.



*Item 9.2 continued*

The Foreshore Funding Strategy will inform ongoing advocacy and create an overview of funding sources, availability, partnerships, works and priorities. This will enable advance planning for collaborative submissions; highlight regional needs and link with work done by Swan Canning Policy Forum as well as supporting other major projects in the SHRMF, such as the Foreshore Trail Interpretation Plan and Regional Recreational Path Development Plan. Lead agencies have been identified as including EMRC, Swan River Trust, WA Planning Commission, and local government.

The Regional Conservation and Habitat Restoration Implementation Strategy will link the SHRMF to the Regional Environmental Strategy to provide a framework for implementation of environmental works along the rivers. This will also inform and support the implementation of the environmental themes in the Foreshore Trail Interpretation Plan.

### **STRATEGIC/POLICY IMPLICATIONS**

Continued implementation of the SHRMF will align with the following objectives in the EMRC Strategic Plan for the Future 2010/11 to 2013/14:

#### Key Result Area 1 – Environmental Sustainability

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

#### Key Result Area 2 – Social Opportunities

- 2.1 To facilitate regional tourism development.
- 2.2 To facilitate regional cultural and recreational activities.

#### Key Result Area 3 – Economic Development

- 3.3 To facilitate regional economic development activities.

#### Key Result Area 4 – Good Governance

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

### **FINANCIAL IMPLICATIONS**

The 2010/2011 budget to continue implementation of the SHRMF is \$112,113. The budget includes funds to develop the Regional Aboriginal Consultation Guidelines and consultant fees to develop the Swan Helena Foreshore Trail Interpretation Plan.

### **SUSTAINABILITY IMPLICATIONS**

#### Social:

- Improved community engagement in Swan River foreshore management activities in the Cities of Bayswater, Belmont and Swan, and Town of Bassendean;
- Inclusive and meaningful indigenous consultation;
- Increased public safety and amenity along the Swan River foreshore; and
- Increased tourism and recreational opportunities at key sites along the Swan River.

#### Economic:

- Opportunities to value add to current individual local government river projects; and
- Provision of employment opportunities.



*Item 9.2 continued*

## MEMBER COUNCIL IMPLICATIONS

Member Council	Implication Details
Town of Bassendean	} • Allocation of budgets in future and existing budgets and capital works programmes for implementation of SHRMF strategies. • Participation in the REAG.
City of Bayswater	
City of Belmont	
City of Swan	
Shire of Kalamunda	} • Participation in the REAG.
Shire of Mundaring	

## ATTACHMENT(S)

Swan and Helena Rivers Foreshore Trail Interpretation Plan (Ref: Committees-11770)

## VOTING REQUIREMENT

Simple Majority

## RECOMMENDATION(S)

That:

1. Council receives the Swan and Helena Rivers Foreshore Trail Interpretation Plan, forming the attachment to this report.
2. Council authorise forwarding of the Swan and Helena Rivers Foreshore Trail Interpretation Plan (Draft Final Report) to the South West Aboriginal Land and Sea Council (SWALSC), Department of Indigenous Affairs (DIA), Swan River Trust (SRT), WA Planning Commission (WAPC) and other relevant stakeholders for comment.

## CEOAC RECOMMENDATION(S)

MOVED MR FOLEY

SECONDED MR COLE

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**CARRIED UNANIMOUSLY**



*Item 9.2 continued*

**COUNCIL RESOLUTION(S)**

MOVED CR RADFORD

SECONDED CR LINDSEY

THAT:

1. COUNCIL RECEIVES THE SWAN AND HELENA RIVERS FORESHORE TRAIL INTERPRETATION PLAN, FORMING THE ATTACHMENT TO THIS REPORT.
2. COUNCIL AUTHORISE FORWARDING OF THE SWAN AND HELENA RIVERS FORESHORE TRAIL INTERPRETATION PLAN (DRAFT FINAL REPORT) TO THE SOUTH WEST ABORIGINAL LAND AND SEA COUNCIL (SWALSC), DEPARTMENT OF INDIGENOUS AFFAIRS (DIA), SWAN RIVER TRUST (SRT), WA PLANNING COMMISSION (WAPC) AND OTHER RELEVANT STAKEHOLDERS FOR COMMENT.

**CARRIED UNANIMOUSLY**



# **SWAN AND HELENA RIVERS FORESHORE TRAIL INTERPRETATION PLAN**

## **Draft Final Report**

**Prepared For Eastern Metropolitan Regional Council  
2010**

**By Savagely Creative**  
Perth Office  
PO Box 207, GREENWOOD WA 6824

## Table of Contents

<b>Executive Summary .....</b>	<b>4</b>
Introduction .....	4
Background .....	4
Themes .....	5
Sub Themes .....	6
Interpretation Methods .....	6
Recommendations .....	7
<b>Introduction .....</b>	<b>8</b>
Background .....	8
Scope of Work .....	9
The Team .....	10
Site Description .....	10
What is Interpretation? .....	11
Thematic Interpretation .....	11
TORE .....	12
<b>Methodology .....</b>	<b>13</b>
Research and Concept Design .....	13
Heritage and Tourism Interpretation Framework .....	13
<b>Themes .....</b>	<b>15</b>
Topics .....	15
Central Theme Statement .....	15
Sub Themes .....	16
<b>Interpretive Methods .....</b>	<b>18</b>
<i>Media Descriptions</i> .....	18
<i>Funding</i> .....	19
<b>Site Recommendations .....</b>	<b>21</b>
<b>Market Analysis .....</b>	<b>29</b>
<i>Intrastate</i> .....	29
<i>Interstate</i> .....	29
<i>International</i> .....	29
<i>Visiting Friends and Relatives (VFR)</i> .....	29
<i>Fully Independent Travellers (FIT)</i> .....	29
Potential User Markets .....	30
Targeting the Markets .....	30
<b>Tourism Linkages .....</b>	<b>31</b>
Regional Tourism Opportunities .....	31
<b>Phasing Recommendations and Cost Estimates .....</b>	<b>34</b>
<b>Bibliography .....</b>	<b>35</b>
<b>Acknowledgements .....</b>	<b>36</b>
<b>Appendix One .....</b>	<b>37</b>
Heritage and Tourism Interpretation Framework .....	37
<b>Appendix Two .....</b>	<b>38</b>
Existing Interpretation .....	38

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Jetty at Hinds Reserve Bayswater © Savagely Creative

*“Sit by a river. Find peace and meaning in the rhythm of the lifeblood of the earth”*

**Anon**

## **Executive Summary**

### **Introduction**

Rivers have always been vital to human beings. They are a guiding factor when choosing a place to live. They provide a food source, vital watering for livestock and an important resource for the development of industry. Rivers are vital to all cultures and in many cultures they are sacred places.

The Swan and Helena Rivers were key factors in the decision to develop the Swan River Colony. Along the length of the proposed trail there are remnants of early pioneering heritage as well as more recent development. The importance of the rivers, however, stretches back long before the time of European settlement. For thousands of years Aboriginal people have camped along the banks, performed ceremonies and told tales linked to its creation by the Waugal.

The Swan and Helena Rivers Foreshore Trail Interpretation Plan will provide guidance on the development of interpretation along the proposed trail. It links the strands of Aboriginal heritage, European heritage and Natural heritage and weaves them into the stories of the river.

### **Background**

The Eastern Metropolitan Regional Council (EMRC) is a regional local government authority that works on behalf of six member Councils to achieve outcomes for Perth's Eastern Region. The member Councils cover around one third of the Perth metropolitan area and include the Town of Bassendean, City of Bayswater, City of Belmont, Shire of Kalamunda, Shire of Mundaring and City of Swan.

The Eastern Metropolitan Regional Council (EMRC) has supported member Councils and industry stakeholders to achieve tourism outcomes since 1998. Tourism is identified as a priority area in EMRC's Strategic Plan for the Future 2010/11 to 2013/14.

The EMRC's regional tourism initiatives have ranged from investigating the feasibility of developing a sector (e.g. Cycle Tourism); coordinating implementation of a regional event promotion campaign (e.g. Avon Descent Family Fun Days) through to production of marketing collateral (e.g. PerthTourism.com.au).

In 2007 the Eastern Metropolitan Regional Council (EMRC) commissioned a report by Hassell Ltd, Swan and Helena River Management Framework<sup>1</sup>. This report identified a framework for the development of a Regional Recreation Trail, which would provide continuous, accessible, interpreted and signed access along each side of the river.

The project area has been divided into four precincts each with a range of points of interest and sites of significance.

1. **Precinct One:** Windan Bridge (East Perth) to Black Swan Island (Ascot);
2. **Precinct Two:** Black Swan Island (Ascot) to the Helena River Confluence (South Guildford);
3. **Precinct Three:** The Helena River Confluence (South Guildford) to Whiteman Bridge (Middle Swan) (now Swan River Bridge);
4. **Precinct Four:** Kings Meadow (Guildford) to Roe Highway (Bellvue).

A second report was undertaken by the EMRC in 2009, which provided a Heritage Audit and Statement of Significance for the four precincts along the rivers. Latitude Creative Services, Heritage and Conservation Professionals and the National Trust (WA) undertook this study. In addition to identifying sites of significance to Environment, European settlement and Aboriginal heritage the report also identified three meta themes that have been used throughout this planning process to guide interpretation theme development:

1. River of Life;
2. Power of Landscape;
3. Sustainability.

Linked to these themes are the three broad topic areas of Aboriginal heritage, Natural Environment and Historic heritage. This plan has taken the original reports and built on this work to identify themes, methods of delivery and proposed stories.

*"The Rivers define the landscape, in which we live, take us physically from the scarp to the ocean and spiritually from the beginning of time to the present. The significance of the rivers includes values associated with spirituality, geology and biodiversity as well as individual and shared histories of Indigenous and Non-Indigenous people."<sup>2</sup>*

### Themes

The central theme answers the question: "What is the one thing that the visitors must know by the time they finish this experience?" Whilst facts are important research shows that visitors do not retain many (if any) of the facts presented to them. If this is true it is important to be clear about what message you want your visitors to engage with and how you will present that in your interpretation. This central message will often not be stated outright but is implied in the sub themes and incorporated into the written and verbal communications along the proposed trail.

The research undertaken into this project has identified a huge number of stories along the length of the proposed trail. It became increasingly clear that the Aboriginal, European and environmental stories are all so closely linked that they cannot now be separated. It was also evident that linking these elements and creating a single response that incorporated

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<sup>1</sup> Hassell Ltd (2007) Swan and Helena River Management Framework for the Eastern Metropolitan Regional Council

<sup>2</sup> Latitude Creative Services, Heritage and Conservation Professionals, National Trust (WA) (2009) Swan and Helena Rivers Management Framework – Heritage Audit and Statement of Significance for Eastern Metropolitan Regional Council (EMRC).

Aboriginal, European and Environmental messages would create a much stronger experience for the visitor. In addition the large number of stakeholders and interested parties linked to the rivers meant that there was a potential for a number of interpretation approaches to be undertaken in isolation and potential duplication of effort.

With this in mind the suggested central theme identified for this project focuses on the importance of working together and understanding each other's stories to ensure the survival of the river and the growth of Western Australia. This has been condensed into a shorter statement that embodies this message:

## ***“Together we are stronger”***

This central theme is the one message that we want our visitors gain from their experience of the proposed trail, whether they are looking at a European or Aboriginal heritage site or a site of environmental importance. The central theme is the underlying message in all of the interpretation media that is proposed in this project.

### **Sub Themes**

Under this central theme there are a number of sub themes that reinforce the message whilst conveying additional messages. Considerable work was undertaken through previous consultancies so the recommendation is that the original Meta themes are taken and built on.

#### **1. River of Life – Lifeblood of the City**

The river forms the vital artery that keeps the city alive. The rivers define Perth and its character is influenced by their location. The Aboriginal and settler communities both see the river as a sacred place to be protected and nurtured. Weaving together the stories of Aboriginal, European and Environmental Heritage to show how they view the river differently depending on perspective but all see the river as vital to Perth's survival.

#### **2. Power of Landscape - Listening to Nature**

The rivers have created the landscape and dictate the activities and uses that can happen on their banks. Listening to nature has been important to Aboriginal and settler communities for food, industry and ultimately for survival. The river, viewed individually from an Aboriginal, European or Environmental viewpoint, tells a strong story but when you combine, compare and contrast these perspectives you get a stronger story and a more complete understanding.

#### **3. Sustainability – Living in Harmony**

We are interconnected with nature and our actions have an impact on us all. Aboriginal and European peoples live with the river differently but communities are working together to ensure the long-term sustainability of the rivers. Through this cooperative approach the environment has a greater chance of being improved and protected.

### **Interpretation Methods**

The central suggestion for the trail is to develop two trails at the same time and using the same infrastructure. The trail heading East from Windan Bridge would be the Swan and Helena Rivers Foreshore Trail and would focus on the European story and the Environmental story from a European perspective.

The trail heading west from Kings Meadow and Roe Highway would tell the Aboriginal stories related to the trail. It would use Aboriginal names and would provide recognition of Aboriginal uses. This trail would also tell the Environmental story but from an Aboriginal perspective.

By looking at the trail in this way it is possible to allow people to compare and contrast the way that all Western Australians view the river. It will also show the collaboration that is being undertaken in the care of the river and the focus on ensuring sustainability.

The trails would create a cultural corridor from the sources of the Swan and Helena Rivers through the City and out to Rottnest Island. It is understood that the EMRC project and delivery will concentrate on the areas contained within their member Council jurisdictions. Having said that the opportunity exists to create a landscape scale cultural experience providing visitors with a seamless journey along the rivers.

Rather than building a static interpretation centre that will be costly to develop and operate, it is recommended that four major interpretation nodes be developed along the trail, one in each of the precincts. It is envisaged that some kind of shelter and seating would be provided at these nodes. They would also provide a venue for written interpretation panels, storytelling and a place where people could meet.

Traditional methods of signage, way markers, art and providing venues for face-to-face experiences will be the main focus for interpretation. In addition to this it is suggested that more high tech methods be investigated such as smart phone applications and podcasts to provide interpretation in places that are prone to flooding, difficult or too expensive to access and maintain.

### Recommendations

- Four major interpretation nodes to be identified and developed.
- A range of interpretation methods to be investigated and developed.
- Consultation to be undertaken with the community to identify stories. This consultation will include the South West Aboriginal Land and Sea Council (SWALSC) with a view to linking to the Swan Canning Iconic River Trails Project (SCIRPT)
- Additional funding to be sourced for the delivery of the interpretation.
- Liaise with stakeholders outside the EMRC region to encourage the adoption of the same messages and a similar or complementary approach to interpreting the river.



Flame Tree © 2010 Savagely Creative

*“When we try and pick out anything  
by itself we find it hitched to  
everything else in the universe.”*

John Muir

## Introduction

Rivers have always been vital to human beings. They are a guiding factor when choosing a place to live. They provide a food source, vital watering for livestock and an important resource for the development of industry. Rivers are vital to all cultures and in many cultures they are sacred places.

The Swan and Helena Rivers were vital to the decision to develop the Swan River Colony. Along the length of the proposed trail there are remnants of early pioneering heritage as well as more recent development. However, the importance of the rivers stretches back long before the time of settlement. For thousands of years Aboriginal people have camped along the banks, performed ceremonies and told the tales linked to its creation by the Waugal.

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1. River of Life;
2. Power of Landscape;
3. Sustainability.

### Scope of Work

This report constitutes Stage One of this project and involved the following actions:

- Review of the research already undertaken;
- Review of sites identified;
- Identification of messages, themes, experiences;
- Consultation with the South West Aboriginal Land and Sea Council (SWALSC) project team and development of linkages where appropriate;
- Consultation with stakeholders;
- Mapping the project using the Heritage and Tourism Interpretation Framework (HATIF) to identify linkages between tourism and interpretation across the region;
- Identification of potential tourism experiences at and between the four precincts in the study area:
  - **Precinct One:** Windan Bridge (East Perth) to Black Swan Island (Ascot);
  - **Precinct Two:** Black Swan Island (Ascot) to the Helena River Confluence (South Guildford);

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<sup>3</sup> Hassell Ltd (2007) Swan and Helena River Management Framework for the Eastern Metropolitan Regional Council

- **Precinct Three:** The Helena River Confluence (South Guildford) to Whiteman Bridge (Middle Swan) (now Swan River Bridge);
- **Precinct Four:** Kings Meadow (Guildford) to Roe Highway (Bellvue).
- Identification of challenges to delivery;
- Identify potential funding sources.

The outputs of this stage are:

1. Determine the themes for the Swan and Helena Rivers Foreshore Interpretation Trail;
2. Identify the sites to be interpreted;
3. Determine the messages to be communicated
4. Determine the methods of interpretation

### The Team

The team for this project has been:

- Melissa Mann – EMRC
- Roberta Circosta – EMRC
- Joanna Woodbridge – EMRC
- Samantha Robshaw – EMRC
- Naomi Rakela (EMRC)
- Claire Savage – Savagely Creative
- Russell Creighton – Savagely Creative

### Site Description

This has been a very complex project to undertake due to the extensive area covered and the variety of the sites identified along the river foreshore. Many of the locations identified already have significant amounts of infrastructure and there is a need to complement rather than duplicate what is already in place. There are also significant environmental issues in many of the locations including acid sulphate soils, locations being in flood plains and private ownership of land.

Each of the four precincts has been investigated for stories and sites that will engage visitors and create a cohesive story linking the proposed trail from Windan Bridge all the way to the Swan Valley. This area covers four Council jurisdictions: City of Bayswater, City of Belmont, Town of Bassendean and City of Swan.

Another challenge has been the identification of Aboriginal sites that could be developed. Much of the river is considered closed so a great deal of sensitivity is required in the identification and development of sites. Closed sites are considered to be of particular significance and information regarding these sites, including location, is restricted in recognition of their culturally sensitive nature. More work is required in this area and it is proposed that sites are developed in conjunction with the Swan Canning Iconic River Trails Project (SCIRPT) currently being undertaken by Perth Region Natural Resource Management (PRNRM), the South West Aboriginal Land and Sea Council (SWALSC) and the Swan River Trust (SRT). EMRC is a member of the SCIRPT advisory group.

It is proposed that once broad agreement has been obtained for the interpretation direction consultation will be undertaken with the SCIRPT group and the community to agree on sites for the interpretation nodes. This report provides recommendations based on available information and initial discussions.

## Interpretation Approach

### What is Interpretation?

Interpretation can be defined in many ways but for the purposes of this project the definition from Freeman Tilden, the modern day founder of interpretation is used. Tilden first published his seminal work on interpretation in 1957, the fact that it is still a central text in many interpretation courses stands testament to its continued relevance. Tilden defines interpretation as:

*“An education activity, which aims to reveal meanings and relationships through the use of original objects, by firsthand experience, and by illustrative media, rather than simply to communicate factual information.”<sup>4</sup>*

Tilden identified six principles relating to effective interpretation:

1. Any interpretation that does not somehow relate what is being displayed or described to something within the personality or experience of the visitor will be sterile.
2. Information, as such, is not Interpretation. Interpretation is revelation based upon information. But they are entirely different things. However, all interpretation includes information.
3. Interpretation is an art, which combines many arts, whether the materials presented are scientific, historical or architectural. Any art is in some degree teachable.
4. The chief aim of Interpretation is not instruction, but provocation.
5. Interpretation should aim to present a whole rather than a part, and must address itself to the whole man rather than any phase.
6. Interpretation addressed to children (say up to the age of twelve) should not be a dilution of the presentation to adults but should follow a fundamentally different approach. To be at its best it will require a separate program.

Interpretation had its origins in the United States National Parks system with ranger talks, park signage and guided tours. The concept has been developed over the years to provide a means of relaying information to visitors to encourage them to stay longer, spend more and create an ongoing connection with places.

By creating this ongoing connection with visitors it is possible to create long-term relationships and advocates for the conservation and management of an area's most important natural and cultural heritage assets.

Good interpretation also creates a strong sense of place for visitors and the local community. It provides a context for visitors to identify with and also creates points of reference for them when discovering the location's significance.

All too often however, our attempts at interpretation aim more at educating and less at inspiring connection. The result is prolific signs and panels, packed with text that merely overload the reader with facts rather than engaging them in the story and significance of the place.

### Thematic Interpretation

This project has used a thematic approach to interpretation. Professor Sam Ham of the University of Idaho<sup>5</sup> is responsible for making thematic interpretation popular. This approach sees interpretation as a means of creating an experience for the visitor. The main idea

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<sup>4</sup> Tilden, Freeman (1957) *Interpreting Our Heritage*

<sup>5</sup> Ham, Sam (1992) *Environmental Interpretation – A Practical Guide for People with Big Ideas and Small Budgets*

behind thematic interpretation is that visitors are unlikely to remember a stream of facts and figures but will be able to remember a central theme or message.

The theme answers the question – “what is it that the visitor must know when they leave here?” It is the answer to “so what?” Once this message has been identified and expressed as a sentence the rest of the interpretation is developed to support this message. The theme itself is often not expressed outright in the interpretation but is implied by the stories told and the interpretive media used.

## TORE

Professor Ham’s model states that for interpretation to be effective in its goal of engaging the visitor and affecting behavior it needs to meet the following criteria:

- **Themed** – it makes a strong point that the visitor can take away that will influence their behaviour in the future. A theme should not be confused with a topic, which is a subject area.
- **Organised** – it must be presented in a way that is logical and easy to follow. In most instances the audience for interpretation is non-captive, i.e. they have a choice about being there. If your interpretation is hard to follow, too wordy or uninteresting they will simply not pay any attention to it.
- **Relevant** – Interpretation that is relevant has two qualities: it is meaningful and it is personal. If the audience cannot relate to the information, they will not engage with it.
- **Entertaining** – All good interpretation is entertaining, that is it can hold the audience’s attention. This may not necessarily be the prime objective but without it the interpretation will fail to convey its message.

This model is the basis of this interpretation plan and presents a central theme, which conveys the main message, and a series of sub themes that support this central theme.

## Methodology

### Research and Concept Design

A great deal of research had already been undertaken for this project and rather than undertake more research the Framework developed by the EMRC consultants Hassell Ltd and the Significance Assessment from Latitude Creative et al were taken as the basis for this project. In addition a number of site visits were undertaken along the proposed trail to identify what experiences already existed and what other experiences could be developed to complement these.

The magnitude of this site presented its own issues and also provided a significant number of opportunities to develop a range of experiences. The overarching thought with this proposed trail was the possibility of providing an insight into a number of stories from a range of different perspectives. The rivers are significant to both Aboriginal and European cultures and more recently environmental issues have become of key importance. All of these issues have been used to guide the development of themes and the identification of stories linked to the proposed trail. Design concepts will be developed as part of stage two.

### Heritage and Tourism Interpretation Framework

Savagely Creative has developed a framework for assessing heritage themes and tourism linkages based on the Heritage and Tourism Interpretation Framework. This Framework was originally developed in response to the “Going Places” Strategy developed by the Federal Department of Environment and Heritage in 2004. This department has since changed its name to the Department for Environment, Water, Heritage and the Arts (DEWHA) and their focus has moved away from heritage and tourism.

Since its original development the model has been further developed and tested by Professor Jane James from Flinders University in South Australia. Savagely Creative has added to the framework to make it more comprehensive and include a number of additional variables that create a broad picture of where a project sits in a national context, and the issues relating to tourism linkages and the management of the interpretation.

The information is presented in table one below and the headings are defined as follows:

**Table One: Heritage and Tourism Framework Explained**

Heading	Definition
<p><b>MESSAGE</b> Framework Levels and Interpretation Themes</p>	Identifies themes at a National, State, Regional, Local and Site level. The national themes relate to the National Historic Themes and the state themes refer to the heritage themes as produced by the Heritage Council of Western Australia.
<p><b>STAKEHOLDERS</b> Potential Partners &amp; Stakeholders</p>	Identifies those organizations and people that have an interest in the project or could be approached to form partnerships for the delivery of the project. These people and organizations may be able to provide funding, assistance, support or patronage.
<p><b>MEDIA</b> Interpretation Processes and Outcomes</p>	Identifies methods that could be used to deliver the interpretation at a range of levels. This provides suggested options for interpretation delivery but it is by no means an exhaustive list.

Heading	Definition
<p><b>STORIES</b> Potential Stories</p>	<p>Identifies stories that could be developed for delivery through a range of interpretive media. What finally gets delivered will depend on what the community views as being the most important stories to tell as well as how the stories illustrate the central message or theme. This is an opportunity to link Noongar stories with European settlement stories.</p>
<p><b>MARKETS</b> Markets</p>	<p>This identifies the markets at the various levels of interpretation. By identifying the markets it is easier to target the messages and modes of interpretation delivery.</p>
<p><b>TOURISM</b> Tourism Linkages</p>	<p>One of the main differences with this model from other interpretation planning tools is that it actively looks for linkages between heritage, interpretation and tourism. This section identifies other tourism attractions and activities that could be leveraged or linked to the site in some way. This is particularly useful when planning marketing and promotional activities. This section also assesses the 5 A's of tourism: Access, Accommodation, Amenity, Attractions and Activities and Awareness.</p>
<p><b>MANAGEMENT</b> Mission, Goals, Objectives of the Managing Organisation</p>	<p>Whilst it is easy to generate interpretation ideas it is important to ensure that an analysis has been made of the management issues that will be face by the interpretation owner. There is also a need to ensure that the planned interpretation meets organizational goals and objectives.</p>
<p><b>MECHANICS</b> Physical Practicalities – Design, Space, Accessibility etc</p>	<p>Having identified what interpretation will be delivered both in terms of content and form, practical issues will then need to be addressed. These cover everything from health and safety concerns to flooding, drainage and maintenance issues.</p>

The full and completed framework can be found at **Appendix One**.



Fish Market Reserve Guildford © 2010 Savagely Creative

## Themes

### Topics

The three main topics, identified in the Heritage Audit and Statement of Significance,<sup>6</sup> provide an excellent framework for the development of an interpretive experience along the proposed trail.

- Aboriginal heritage
- European heritage
- Environmental heritage

### Central Theme Statement

The central theme answers the question: “What is the one thing that the visitors must know by the time they finish this experience?” Whilst facts are important research shows that visitors do not retain many (if any) of the facts presented to them. If this is true it is important to be clear about what message you want your visitors to engage with and how you will present that in your interpretation. This central message will often not be stated outright but is implied in the sub themes and incorporated into the written and verbal communications along the proposed trail.

The research undertaken into this project has identified a huge number of stories along the length of the proposed trail. It became increasingly clear that the Aboriginal, European and environmental stories are all so closely linked that they cannot now be separated. It was also evident that linking these elements and creating a single response that incorporated Aboriginal, European and Environmental messages would create a much stronger experience for the visitor. In addition the large number of stakeholders and interested

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<sup>6</sup> Latitude Creative Services, Heritage and Conservation Professionals, National Trust (WA) (2009) Swan and Helena Rivers Management Framework – Heritage Audit and Statement of Significance for Eastern Metropolitan Regional Council (EMRC).

parties linked to the rivers meant that there was a potential for a number of interpretation approaches to be undertaken in isolation and potential duplication of effort.

With this in mind the suggested central theme identified for this project focuses on the importance of working together and understanding each other's stories to ensure the survival of the river and the growth of Western Australia. This has been condensed into a shorter statement that embodies this message:

## ***“Together we are stronger”***

This central theme is the one message that we want our visitors gain from their experience of the proposed trail, whether they are looking at a European or Aboriginal heritage site or a site of environmental importance. The central theme is the underlying message in all of the interpretation media that is proposed in this project.

### **Sub Themes**

Under this central theme there are a number of sub themes that reinforce the message whilst conveying additional messages. Considerable work was undertaken through previous consultancies so the recommendation is that the original Meta themes are taken and built on.

#### **4. River of Life – Lifeblood of the City**

The river forms the vital artery that keeps the city alive. The rivers define Perth and its character is influenced by their location. The Aboriginal and settler communities both see the river as a sacred place to be protected and nurtured. Weaving together the stories of Aboriginal, European and Environmental Heritage to show how they view the river differently depending on perspective but all see the river as vital to Perth's survival.

#### **5. Power of Landscape - Listening to Nature**

The rivers have created the landscape and dictate the activities and uses that can happen on their banks. Listening to nature has been important to Aboriginal and settler communities for food, industry and ultimately for survival. The river, viewed individually from an Aboriginal, European or Environmental viewpoint, tells a strong story but when you combine, compare and contrast these perspectives you get a stronger story and a more complete understanding.

#### **6. Sustainability – Living in Harmony**

We are interconnected with nature and our actions have an impact on us all. Aboriginal and European peoples live with the river differently but communities are working together to ensure the long-term sustainability of the rivers. Through this cooperative approach the environment has a greater chance of being improved and protected.

Along with the central theme these messages will be woven through the interpretation. Figure One shows the relationship between the central and sub themes.

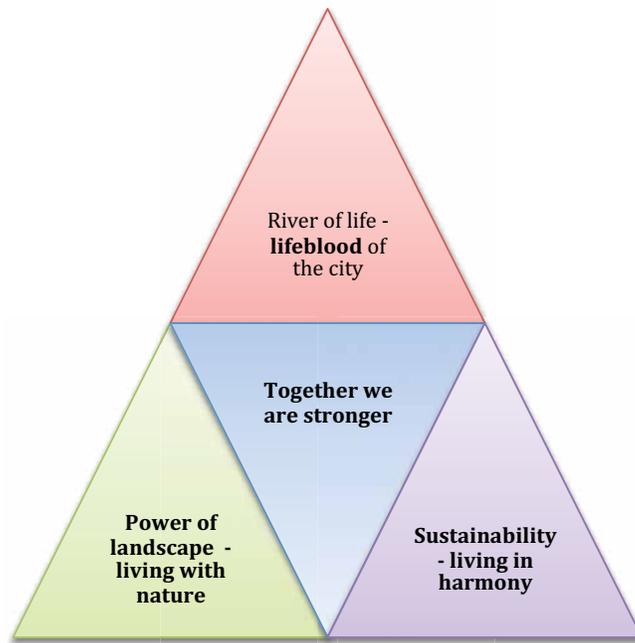


Figure One: Central and Sub Themes

## Interpretive Methods

The central proposal for the proposed trail is to develop two trails at the same time and using the same infrastructure. The proposed trail heading East from Windan Bridge would be the Swan and Helena Rivers Foreshore Trail and would focus on the European story and the Environmental story from a European perspective.

The proposed trail heading West from Kings Meadow and Roe Highway would be the Aboriginal trail and would tell the Aboriginal stories related to the proposed trail and the local area; it would use Aboriginal names and would provide recognition of Aboriginal uses. This proposed trail would also look at the Environmental story from an Aboriginal perspective. Naming of this proposed trail and development of interpretation would be done in conjunction with SWALSC.

By looking at the proposed trail in this way it is possible to allow people to compare and contrast the way that all Western Australians view the river. It will also show the collaboration that is being undertaken in the care of the river and the focus on ensuring sustainability.

The proposed trails would create a cultural corridor from the sources of the Swan and Helena Rivers through the City and out to Rottnest Island. It is understood that the EMRC project will concentrate on the areas contained within their member Council jurisdictions. Having said that the opportunity exists to create a landscape scale cultural experience providing a seamless journey along the rivers to visitors.

Rather than building a static interpretation centre that will be costly to develop and operate, it is recommended that four major interpretation nodes be developed along the proposed trail, one in each of the precincts. It is envisaged that some kind of shelter and seating would be provided at these nodes. They would also provide a location for written interpretation panels, storytelling and a place where people could meet.

Traditional methods of signage, way markers, art and providing venues for face-to-face experiences will be the main focus for interpretation. In addition to this it is suggested that more high tech methods be investigated such as smart phone applications and podcasts to provide interpretation in places that are prone to flooding, difficult or too expensive to access and maintain. By creating these high tech responses it is also possible to create promotional activities along the proposed trail as well as a means of changing and refreshing the interpretation at a relatively low cost.

One of the growing trends is the development of user-generated content. In line with the Swan Canning Iconic River Trails Project (SCIRPT) that is currently being undertaken on the river there is an opportunity to gather additional stories from Perth residents that could be included either in the high tech interpretation forms or through a trail website. Local residents would be encouraged to send in their stories and images to complement the on ground interpretation that will be developed and maintained by the individual Councils. There would need to be a commitment to the ongoing maintenance of the site but this could be included in the maintenance of the [www.perthtourism.com.au](http://www.perthtourism.com.au) site.

The local Australian Broadcasting Corporation (ABC) radio station 720ABC has recently been undertaking a project to gather the stories of Perth whereby they interviewed local residents about their stories relating to Perth. A similar approach could be taken with this aspect of the project. By encouraging user generated content you can further engage the local community and ultimately the tourism markets by creating relevant and personal accounts of what the rivers mean to Western Australians.

## Media Descriptions

- **Panels** – designed to reflect the central theme providing stories and images that engage and inform the visitors.

- **Story telling nodes** – at four sites along the proposed trail a major story telling node would be developed. This would provide seating, shelter and interpretation panels. These shelters provide a passive interpretive experience, an opportunity to relax and enjoy the river and also a place where the community and commercial tour operators can provide interpretive experiences. Table two below lists a number of sites that could be used as major nodes – the precincts and the local government areas do not quite match which means some of the precincts and Councils may have more than one site as a major node – this would have to be negotiated and agreed with the various parties
- **Smart phone applications or podcasts** – provide a means of telling the more in depth story and showing more images. This gives people the opportunity to find out about the proposed trail before they come and to gain a greater insight into the stories. Using this kind of technology also allows for the development of new content or the removal of sites without the cost of reprinting brochures. This should also include maps. Simialr technologies are already in use with the Westland Heritage Trail.
- **User generated content** – calling local residents to submit their memories of the river and images to support them. This could be included in the high tech interpretation or as part of an evolving website.
- **Art and sculpture** – could be commissioned for the major nodes to reflect the central or sub themes.
- **Way finding** – thought will need to be given to a cohesive design for the way finding markers along the proposed trail. This should incorporate in the branding of the proposed trail.
- **Brochure/booklet** – A DL booklet should be developed with additional information relating to the sites to complement the on ground interpretation and to provide good maps for users. This could be a saleable item to provide a means of generating income for reprinting and updates saleable throughout the EMRC region through visitor centres, book shops and other outlets. Information about where to but them could also be included on the proposed trail website.

### Funding

The exact amount of funding required will depend on the methods chosen for interpretation delivery and the locations finally agreed to. Design concepts have not been developed as part of this stage of the project but have been allocated funding in stage two. It is envisaged that the funding for the interpretation would come from a number of sources. It is also recommended that grants be investigated linked to Aboriginal employment and heritage as well as tourism, European heritage and the environment.

### National Sources

The Federal Government has indicated that additional funding will be available for tourism grants from 1 July 2011. The details for this new program are not yet available, but will be posted on the Department of Resources, Energy and Tourism site when available.

### State Sources

Potentially the best source of funding for heritage and interpretation projects is Lotterywest. There are two dedicated programs that can be targeted – trails and heritage interpretation. In addition there would be significant merit in collaborating with other organisations such as the Swan River Trust and SWALSC on the SCIRPT project to create joint funding opportunities.

### Local Government

There would be a need to source funding from local government budgets for development, installation and management. The projects would have to be aligned to Local Government goals and objectives. In addition to attracting more tourism to the local areas the proposed trails will also provide an amenity for local communities.

### Other

There is an enormous range of grants available at the local and national level provided by government, local government, private sector and not for profit organisations. No attempt has been made to provide an exhaustive list of funding sources here but some links to internet list has been included as a starting point for funding searches at later stages of the project.

- Grants Link is a directory of government funding available to individuals, businesses and communities - <http://www.grantslink.gov.au/>
- The Parliament of Australia's Parliamentary library provides links to commonwealth, state and territory grant funding programs - <http://www.aph.gov.au/library/intguide/sp/spgrants.htm>
- The Australian Government site provides a link to various sources of culture, history and sport funding - <http://australia.gov.au/topics/culture-history-and-sport>
- Ourcommunity.com.au provides links to grants and other kinds of assistance with a view to strengthening communities - <http://www.ourcommunity.com.au/funding/>
- The Department of Sustainability, Environment, Water, Population and Communities provides a directory of a range of funding sources - <http://www.environment.gov.au/heritage/programs/index.html>
- The Government of Western Australia provides a directory of grant funding - <http://wa.gov.au/governmentservices/lifestyleenvironment/yourcommunity/grantsfunding/>
- The Community Arts Network provides information about grant funding sources for arts projects this may be used to access funding for the sculptural aspects of the project - <http://www.canwa.com.au/what-we-do/funding/funding-resources/>
- Rio Tinto has a community development fund which may be accessed for the Aboriginal and other community aspects of the project - <http://www.ciwa.riotinto.com/>
- Funding may be sought for the creation of universal access to the proposed trail through Disability Services - <http://www.disability.wa.gov.au/action/homepage>
- The Australian Arts Council provides a link to projects that encourage philanthropy and may be accessed for various projects including the incorporation of art works by disabled artists or other arts projects - <http://www.australiacouncil.gov.au/philanthropy>
- The department of Culture and the Arts also has funding available for the development of art and may be access for Aboriginal contributions as well as other art installations - <http://www.dca.wa.gov.au/funding/grants>
- Philanthropy Australia has a list of grant funding organisation including businesses and foundations - <http://www.philanthropy.org.au/>
- Funding may also be available for Aboriginal and youth employment and training programs



Interpretive Elements © 2010 Savagely Creative

## Site Recommendations

The Swan and Helena Rivers travel from the Avon Valley to the Indian Ocean. They join the scarp to the city and then on to the sea. On their journey they pass through a range of habitats and landscapes and provide a rich source of environmental stories. They also pass through a number of local and state government jurisdictions, making the management of this proposed trail an ambitious undertaking. The rivers are also held dear to all parts of the Western Australian community so involvement and engagement will be vital when the plan moves into the implementation phase.

Many of the locations identified already have significant amounts of infrastructure and it is important to complement rather than duplicate what is already in place. There are also significant issues in many of the locations including acid sulphate soils, locations being in flood plains and private ownership of land.

Each of the four precincts has been investigated for stories and sites that will engage visitors and create a cohesive story linking the proposed trail from Windan Bridge all the way to the Swan Valley. This area covers four Councils: City of Bayswater, City of Belmont, Town of Bassendean and City of Swan.

The four precincts are:

1. **Precinct One:** Windan Bridge (East Perth) to Black Swan Island (Ascot);
2. **Precinct Two:** Black Swan Island (Ascot) to the Helena River Confluence (South Guildford);
3. **Precinct Three:** The Helena River Confluence (South Guildford) to Whiteman Bridge (Middle Swan) (now Swan River Bridge);
4. **Precinct Four:** Kings Meadow (Guildford) to Roe Highway (Bellvue).

It will be vitally important to engage the Aboriginal community in the identification and sharing of stories along the river. A project is already underway to gather stories and honour Aboriginal connections with the rivers. Any interpretation that is undertaken as part of this project must take account of the work being undertaken by other groups, particularly the South West Aboriginal Land and Sea Council (SWALSC), Swan River Trust, Perth Natural Resource Management Group and the member Councils.

The proposed trail starts at **Windan Bridge** – this is in the City of Perth, outside the EMRC Council areas however as the start of the proposed trail there needs to be some trailheads introducing the proposed trail and orient trail users. This site also links to the East Perth and City trails.

Appendix One provides a full analysis of the four precincts identifying sites that have significance from and Aboriginal, European or Environmental heritage point of view. The

framework maps these locations based on the headings listed in the Heritage and Interpretation Framework detailed above. Appendix One provides a useful reference for the EMRC in the future development of interpretation projects and maps the Swan Helena Rivers Management Framework and the Swan Helena River Management Framework against stories, interpretation methods and tourism opportunities at a site, local, regional, state and national level.

For the purposes of creating a more accessible list of interpretation recommendations Table Two below suggests locations for interpretive nodes although a range of interpretation methods will be used. It should be noted that these suggestions are a starting point and the EMRC and its member Councils will make the final decisions about where the most appropriate locations are based on their own project priorities, proposed projects and available funding.

It should be noted that the suggested methods of delivery below are merely suggestions for simplicity. There is an infinite number of ways of presenting interpretation and suggestions from the community may also be sought. Methods that could be utilized include:

- Art and sculptural pieces
- Meeting areas with shade, seating and interpretation panels
- WiFi, smart phone applications, podcasts and other electronic media
- Maps and brochures
- Guided tours
- Books and stories written specifically for the proposed trail
- Canoe trail
- Brochures and booklets for self guided activities
- Global Positioning System (GPS) tours
- Art and photography competitions
- Websites and social media
- Commercial tours – walking, driving, canoeing
- Souvenir guides and histories
- Events
- Re-enactments
- Nature tours, outreach programs
- Educational programs and children's activities linked to European, Aboriginal and environmental heritage.

**Table Two: Interpretation Site Recommendations**

<b>City of Bayswater</b>	
<b>Recommended site:</b>	<b>Maylands Yacht Club Precinct – Bardon park to Berringa Reserve – Major Node Precinct 1</b>
Reasoning:	Good parking and amenities already in place. Aboriginal Site of significance Bush Forever Site European settlement – Mercy Hospital, Albany Bell Castle, Tanner Farm
Story:	Aboriginal stories to be confirmed Early industrial operations Sisters of Mercy Bush Forever - environment
Method	Panels, Podcast or WiFi Trail
Message text:	Sustainability – Living in Harmony
Challenges:	Not much public transport; flood plain, any new interpretation would need to fit with existing interpretation.
Funding:	National, State, Local
<b>Recommended site:</b>	<b>Maylands Peninsula</b>
Reasoning:	There are already a number of attractions including Waterland and Tranby House as well as a number of less well-known attractions such as Maylands Brick works, aerodrome and Hutton Farm.
Story:	European settlement and industry
Method	Panels, Podcast or WiFi Trail
Message text:	River of Life – Lifeblood of the city – creating a community through industry
Challenges:	There is a closed site close to here for Aboriginal stories – consultation will need to be undertaken. Floodplain
Funding:	National, State, Local
<b>Recommended site:</b>	<b>Riverside Gardens Precinct</b>
Reasoning:	A significant number of trails and recreation areas and other amenities already exist here including rowing club, swimming club, scouts etc, Eric Singleton Bird Sanctuary and Ellis House, Halliday House heritage centre (museum)
Story:	Environment – bird watching, rehabilitation Early recreation spot for Western Australians
Method	Panels, Podcast WiFi
Message text:	Power of Landscapes – Listening to Nature – play and rehabilitation
Challenges:	Existing community use, flood plain, needs to fit with existing interpretation
Funding:	National, State, Local
<b>Recommended site:</b>	<b>Claughton Reserve</b>
Reasoning:	Amenities already exist at this site. Good link to other trails
Story:	Aboriginal stories – scarred tree Cattle landing site Environment through the river park precinct
Method	Panels, sculpture (cow exiting the water), Podcast/WiFi trail
Message text:	Power of Landscapes – Listening to Nature – taking time to be with nature
Challenges:	Floodway
Funding:	National, State, Local

<b>City of Belmont</b>	
<b>Recommended site:</b>	<b>Black Swan Island</b>
Reasoning:	Transition point between the precincts, there are already existing trails and amenities and some basic interpretation at this site. The amenities are limited currently, the site has walking trails, some bins some gazebos with seating and tables and limited parking. The site has a single entrance sign explaining the site briefly, however this remains the only interpretive signage on the island.
Story:	Environment - River Rehabilitation, Brickworks and industrial history
Method	Panels, Podcast/WiFi trail
Message text:	Sustainability – Living in Harmony – story of environment and rehabilitation
Challenges:	Closed site for Aboriginal people, flood plain, high environmental significance owned by WAPC. The site was previously a contaminated site – refuse site for clean fill and household solid waste (inert). Possible clay capping will also present a challenge.
Funding:	National, State, Local
<b>Recommended site:</b>	<b>Balbuk Way</b>
Reasoning:	Already existing amenities, significance to Aboriginal people, some interpretation signage already in place and existing recreational site for local residents
Story:	Aboriginal heritage including habitation and mythology, European heritage, Burswood canal and the story of transporting goods up the river, Environment through stories of flooding and engineering solutions to issues.
Method	Panels, Podcast/WiFi
Message text:	River of Life – Lifeblood of the City – Aboriginal stories and impacts on the river
Challenges:	Flood Plain, small site, limited parking, likely to be a site people traverse rather than a starting point.
Funding:	National, State, Local
<b>Recommended site:</b>	<b>Hardey Park/The Springs</b>
Reasoning:	Already existing interpretation with the sister city park – Adachi Park,
Story:	Aboriginal habitation, Hill 60 story – many of the miners at Hill 60 came from WA, St John of God Hospital – religion and health, linked to Mercy
Method	Panels, Podcast/WiFi Trail
Message text:	Relationships - within and outside WA
Challenges:	Limited parking, Flood plains, steep banks along the river in the section.
Funding:	National, State, Local
<b>Recommended site:</b>	<b>Gould Park</b>
Reasoning:	Existing parking, barbeque, water fountains, access
Story:	Horse racing (linked to Ascot Race Course), recreation, Aboriginal heritage - hunting
Method	Panels, Podcast/WiFi Trail
Message text:	Recreation and Aboriginal stories
Challenges:	Public usage, river bank erosion (although less significant in this area), Acid Sulphate Soils
Funding:	National, State, Local
<b>Recommended site:</b>	<b>Garvey Park – Major Node Precinct 2</b>
Reasoning:	Existing amenity and recreation facilities, good parking, café and other amenities.
Story:	Recreation, environmental rehabilitation
Method	Panels – major destination so could use a larger trail head type sign.

Message text:	Power of landscape – Listening to Nature- rehabilitation, quiet time, family connections
Challenges:	Public use, vandalism (potentially), riverbank erosion with trees falling in the river.
Funding:	National, State, Local
<b>Recommended site:</b>	<b>Ascot Foreshore/ Olive Farm</b>
Reasoning:	Existing attractions in this location including winery, some parking, some public amenity in place
Story:	Environmental – Acid Sulphate Soils
Method	Podcast/WiFi trail
Message text:	Sustainability – Living in harmony
Challenges:	May be limited story value but is a good place to stop as a tourism attraction. No foreshore trail. Ascot foreshore is private ownership, existing path takes people away from the river. Acid Sulphate Soil issues.
Funding:	National, State, Local

<b>Town of Bassendean</b>	
<b>Recommended site:</b>	<b>Sandy Beach Reserve/Ashfield Flats – Major Node – Precinct 2</b>
Reasoning:	Good facilities toilets etc, parking, playgrounds, existing trail, jetty, some interpretation in place
Story:	Environmental rehabilitation, recreation, wetland reserve, bush forever site, some Aboriginal heritage.
Method	Panels, WiFi/Podcast trail
Message text:	Sustainability – Living in harmony – rehabilitation, playing in nature
Challenges:	Local amenity, flood plain
Funding:	National, State, Local
<b>Recommended site:</b>	<b>Point Reserve Foreshore</b>
Reasoning:	Parking, amenity and playground facilities. Plans for a future café site, boat launching
Story:	Aboriginal site, recreation,
Method	Panels, WiFi/Podcast
Message text:	River of Life – Lifeblood of the City – Aboriginal stories, linking to the river
Challenges:	Flood Plain, river bank erosion
Funding:	National, State, Local
<b>Recommended site:</b>	<b>Pickering Park</b>
Reasoning:	Existing amenities including parking, boat launching ramp
Story:	Historical recreation days – galas etc
Method	Panels,
Message text:	Recreation and playing in nature
Challenges:	No existing trail along the foreshore, flood plain
Funding:	National, State, Local
<b>Recommended site:</b>	<b>Success Hill Reserve</b>
Reasoning:	Some parking and existing amenities
Story:	Environmental story, Engineering – Guildford road bridge, Success Hill Lodge – hotel and girls’ school and private hospital.
Method	Podcast/WiFi Trail
Message text:	River of Life – Lifeblood of the city – Aboriginal stories, linkages to the river, mythology (may use Fish Market Reserve as the site to tell this story)
Challenges:	Closed site, flood way
Funding:	National, State, Local

<b>City of Swan</b>	
<b>Recommended site:</b>	<b>Lilac Hill – Major Node Precinct Three</b>
Reasoning:	Parking, amenities,
Story:	Cricket and recreation
Method	Panels, WiFi/Podcast
Message text:	Power of Landscape – Listening to nature Recreation and playing in nature
Challenges:	Flood way, no trail along the foreshore
Funding:	National, State, Local
<b>Recommended site:</b>	<b>Woodbridge Riverside Park</b>
Reasoning:	Parking, amenities, some redevelopment already happening, walk trail already through here (John George Trail), new infrastructure in place.
Story:	Woodbridge House Story – Governor Stirling, Farming and early settlement, national trust property
Method	Panels, WiFi/Podcast
Message text:	Sustainability – Living in harmony
Challenges:	Closed site,
Funding:	National, State, Local
<b>Recommended site:</b>	<b>Viveash/Reg Bond Park</b>
Reasoning:	Parking, amenity – BBQs, John George Trail, proposed canoe launching facilities at Woodbridge Reserve and Reg Bond Park
Story:	Environmental rehabilitation
Method	Panels, WiFi/Podcast
Message text:	Power of Landscape – Listening to Nature – bush setting at Reg Bond Park
Challenges:	Floodway
Funding:	National, State, Local
<b>Recommended site:</b>	<b>Middle Swan Foreshore</b>
Reasoning:	Parking, amenity, reserve, some points of interest.
Story:	Brickworks, industrial heritage, Swanleigh – orphanage – Aboriginal story, Gregory brothers – explored WA
Method	Panels, WiFi/Podcast
Message text:	Sustainability – Living in harmony – industry, settlement, rehabilitation
Challenges:	Steep banks, Foreshore access difficult but some potential for acquiring land from the brickworks.
Funding:	National, State, Local
<b>Recommended site:</b>	<b>Kings Meadow Polo Ground – Major Node Precinct 4</b>
Reasoning:	Amenity and parking in place
Story:	Recreation,
Method	Panels, WiFi/Podcast- possible trail head, as this is the end of the trail/or start.
Message text:	Power of landscape – Listening to Nature – peaceful site – a place to relax and reflect.
Challenges:	Closed Site
Funding:	National, State, Local
<b>Recommended site:</b>	<b>Ascot Foreshore/ Olive Farm</b>
Reasoning:	Existing attractions in this location including winery, some parking, some public amenity in place
Story:	Environmental – Acid Sulphate Soils
Method	Podcast/WiFi trail
Message text:	Sustainability – Living in harmony
Challenges:	May be limited story value but is a good place to stop as a tourism attraction. No foreshore trail. Ascot foreshore is private ownership, existing path takes people away from the river. Acid Sulphate Soil issues.

Funding:	National, State, Local

## Market Analysis

The study area falls within the Experience Perth Regional Tourism Organisation (RTO) area. Experience Perth RTO is the body charged with the promotion of the Perth region. This region covers the Perth metropolitan area and surrounds more details can be found at [www.experienceperth.com.au](http://www.experienceperth.com.au).

Tourism Western Australia provides a range of visitor statistics both for the RTOs and also for individual Councils. Specific figures are only available for the City of Swan Council so visitor analysis for this project is based on the broader Experience Perth figures.<sup>7</sup>

Regardless of numbers by far the greatest proportion of visitors are domestic with by far the largest number coming from Western Australia. Having said that the overseas visitors stay longer and spend more overall, whilst the domestic market stays for less time but spends more per night.

### Intrastate

Within the Intrastate Market there is a relatively even split between male and female visitors. There is also an even split between couples, travelling alone and family groups. Holiday and Leisure and Visiting Friends and Relatives are the predominant reasons for travelling. There is also an even split between the two predominant age groups 25-44 (35%) and 45-64 (35%).

### Interstate

The Interstate market has a higher proportion of males to females and Business is the predominant reason for travel with a higher number travelling alone. This suggests that a larger number of interstate visitors are coming to Perth on business. There is still a significant proportion of holiday and visiting friends and relatives.

### International

International travellers are also slightly more male than female with a large number travelling alone (53%). A high number were also travelling for holiday and leisure. By far the largest market is the UK followed by Singapore and New Zealand.

Amongst the activities identified by domestic tourists are Visiting Friends and Relatives. The proposed trail and interpretation is likely to rely on the local domestic market to promote it to friends and family during visits. There are a number of accommodation precincts along the river, which would afford access to international visitors and promotion through concierge and visitor centres may be the best avenues for raising awareness of the proposed trail's existence and the activities on offer. One of the biggest markets for Aboriginal tourism experiences is the international market and this should be considered in the development of products and experiences.

### Visiting Friends and Relatives (VFR)

All of the markets have a high proportion of VFR visitors making it important that the local community sees this proposed trail as worthy of taking their friends and family to. By providing a range of visitor experiences it will be possible to attract local visitors to undertake repeat visits to the proposed trail and the identified nodes as well as bringing other and recommending the experience.

### Fully Independent Travellers (FIT)

The breakdown of international visitors suggests that there is a significant number of the 25-44 age group visitors and the high proportion travelling alone could suggest a strong

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<sup>7</sup> Experience Perth Overnight Visitor Figure Fact Sheet Years Ending December 2007/08/09 accessed from [http://www.tourism.wa.gov.au/Research\\_and\\_Statistics/Latest\\_Visitor\\_Statistics/Documents/Experience\\_Perth\\_Overnight\\_Visitor\\_Fact\\_Sheet\\_-\\_Year\\_Ending\\_December\\_2009.pdf](http://www.tourism.wa.gov.au/Research_and_Statistics/Latest_Visitor_Statistics/Documents/Experience_Perth_Overnight_Visitor_Fact_Sheet_-_Year_Ending_December_2009.pdf)

backpacker market. Perth, as the gateway to WA is a key destination on the backpacker circuit and it makes sense that they will spend some time in the city before travelling to other tourism destinations in the state. This group is in search of new experiences and there is a possibility of exposing visitors to the experiences being offered through the proposed trail. Cycling, walking and water based trails linked to the Swan Valley and other locations along the river provide a great opportunity to promote Aboriginal, European and Natural heritage along the rivers.

### Potential User Markets

The largest user market is likely to be local Western Australians. Having said that the high proportion of VFR travelers means that this market is also a major source of potential tourism visitation by providing recommendations to visitors. Many of the domestic market are likely to be visiting friends and relatives potentially as part of a major trip around Australia. This group is called the '**Grand Tour**' market. Many of these people travel in couple, are self-sufficient and have a strong interest in Australian heritage. This group is likely to have a strong interest in European heritage and potentially the environment.

Whilst the backpacker market is often characterised by a younger demographic, they also have a higher representation of international visitors. Tourism Research Australia shows that 51% of international visitors to Australia undertook cultural or heritage activities. It also states that these international cultural and heritage visitors are more likely to be aged between 20 and 29.<sup>8</sup> For this reason the backpacker market may also be a good potential market for this proposed trail.

### Targeting the Markets

- Intrastate – Visiting Friends and Relatives
- Interstate – Visiting Friends and Relatives
- Domestic – Grand Tourer
- International – Visiting Friends and Relatives
- International Backpackers

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<sup>8</sup> Tourism Research Australia Snapshots 2009 Cultural Heritage Tourism in Australia accessed at [http://www.ret.gov.au/tourism/Documents/tra/Snapshots%20and%20Factsheets/Cultural\\_09\\_FINAL.pdf](http://www.ret.gov.au/tourism/Documents/tra/Snapshots%20and%20Factsheets/Cultural_09_FINAL.pdf)

## Tourism Linkages

Part of the analysis looks at the proposed trail as it relates to other tourism experiences close by. The rationale for incorporating this information is to guide the development of experience clusters. A larger number of experiences will make it easier to attract tourism funding for development of additional infrastructure and will also make it easier to leverage the existing visitor markets.

## Regional Tourism Opportunities

**Table Three: Regional Tourism Opportunities**

Location	Tourism Offer	Opportunity
<b>Adjacent to Precinct One</b>		
<b>City</b>	Accommodation, Retail, amenities, activities, Bell Tower, Barrack Square, Kings Park, other cultural centres.	Linkages from the city to the proposed trail persuading visitors to explore East. This could be promoted through existing boat activities.
<b>City</b>	Proposed Aboriginal Cultural Centre	Opportunity to link the Aboriginal story from the proposed trail precinct, through the city and potentially on to Fremantle and Rottneest.
<b>City</b>	River Trail through the City	Linkage back to the City with existing trails around the river.
<b>South Perth</b>	River Trail, Amenities, Zoo	Potential to link back to the South side of the river. The Swan Canning Iconic River Trails Project (SCIRPT) is identifying a number of sites of interest and important stories, which can be linked to the proposed trail.
<b>Burswood</b>	Casino, Accommodation, Events, River Trail, Sculpture Park	The Burswood precinct is just outside the study area but is nonetheless an important part of the Aboriginal story as well as the settlement and development of Perth.
<b>East Perth Power Station</b>	Potential future use	The East Perth Power Station is set to become a mixed-use waterfront precinct with a range of urban living, working and leisure opportunities. It will capitalise on the exceptional accessibility benefits presented by the site's proximity to major arterial roads, rail networks and the river.
<b>East Perth, Claisebrook</b>	Amenity, interpretation, foreshore trail	There is already a significant amount of trail and interpretive infrastructure in place in the East Perth area. A great deal of amenity has also been put in place and this is already a popular destination during the summer period. The development of a significant amount of higher density housing also provides an opportunity to develop the VFR market and engage the local community with the proposed trail.

<b>Location</b>	<b>Tourism Offer</b>	<b>Opportunity</b>
<b>Town of Vincent</b>	Wetlands Heritage Trail	The town has recently developed the wetlands trail which links from the edge of the wetlands by the Charles Veryard Reserve on Albert Street to the Swan River near Banks Reserve following the route of the Claise Brook drain
<b>Precinct One</b>		
<b>Maylands Waterland – Maylands Peninsula</b>	Water Playground	Family attraction – overlooking the Swan river and has four pools and a mini golf area.
<b>Tranby House</b>	Heritage Attraction, Tea Room	National Trust property that is open to the public on certain days. The tearoom is open daily.
<b>Belmont Race Course</b>	Attractions, Activities	Public Racecourse used during the winter racing season.
<b>Precinct Two</b>		
<b>Ascot Race Course</b>	Attractions, Activities	Public Racecourse – used for summer racing.
<b>Great Eastern Highway</b>	Accommodation, Amenities	This is the main route into the city from the airport. There are a significant number of hotels, car hire, and van hire and food outlets here.
<b>Black Swan Island</b>	Activities	Walk trails, bird watching
<b>Ellis House Community Art Centre</b>	Attractions	Art Gallery
<b>Eric Singleton Bird Sanctuary</b>	Attraction	Bird watching opportunities.
<b>Precinct Three</b>		
<b>Bassendean Oval</b>	Attraction	Football matches, concerts
<b>Heritage Trail</b>	Activity	Trail around the heritage buildings in Bassendean
<b>Bassendean Town Centre</b>	Amenity	Access to a variety of amenities including public toilets, cafes, banks, retail outlets
<b>Guildford Town</b>	Attractions, Activities, Amenities, Accommodation	Guildford is a heritage town listed by the National Trust. There are a range of activities many linked to heritage places including the courthouse, gaol and Taylor's cottage. There are a number of events that take place throughout the year including the craft market. There are also shops and restaurants and a significant number of antique shops. The Swan Valley Visitor Centre is currently located here. The Swan Valley Heritage Cycle Trail commences here.
<b>Sandalford</b>	Attraction	Winery and restaurant. This is also a function centre so provides an opportunity

Location	Tourism Offer	Opportunity
		to link with the business community.
<b>Caversham House</b>	Amenity	Function Centre
<b>Mulberry Farm</b>	Amenity	Function Centre
<b>St Mary's Church &amp; Swanleigh</b>	Attraction	Heritage Sites
<b>Woodbridge House</b>	Attraction	Heritage House
<b>Swan Valley</b>	Attractions	Wineries, restaurants, galleries – this is a very popular destination for visitors both domestic and international.
<b>Whiteman Park &amp; Caversham Wildlife Park</b>	Attraction	Transport museum, family amenities. (BBQs etc), native animal park
<b>Precinct Four</b>		
<b>Midland Railway Workshops</b>	Attraction	Heritage interpretation, Midland Atelier
<b>Midland Town Site</b>	Amenities	Shops, restaurants etc

The sites listed above are suggestions and could be amended following discussions with stakeholders. The intention is to give a range of experiences that could be incorporated into the proposed trail.

## **Phasing Recommendations and Cost Estimates**

The exact phasing of the delivery would depend on agreement with stakeholders on the exact locations and methods of delivery.

The next phase of this project will be the development of concepts for delivery and then additional funding could be sought through a range of funding sources.

It should be noted that this stage would need to be undertaken in conjunction with stakeholders and partners to ensure that there was a minimization in the potential for duplication of effort.

It is suggested that the major interpretation nodes be the immediate focus for interpretation delivery with other suggestions – Smart phone Apps etc being developed as funding is identified.

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## Acknowledgements

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City of Bayswater

City of Belmont

Town of Bassendean

City of Swan

Eastern Metropolitan Regional Council

Swan River Trust

South West Land and Sea Council (SWALSC)

SWALSC Metro Advisory Group

Committee for Perth

## Appendix One

### **Heritage and Tourism Interpretation Framework**

Provides a mapping of the site sites, themes and methods across a site, local, regional, state and national level. This is explained in more detail in the Methodology Section and defined in Table One.

Attached Separately

## Appendix Two

### Existing Interpretation

A significant amount of interpretation media can already be found throughout the proposed Swan and Helena Rivers Foreshore Trail precincts. Listed below are some of the locations that have been suggested for the positioning of major nodes and some of the interpretation that already exists.

<b>Adjacent to Precinct One</b>	
<b>East Perth – Claisebrook to Banks Reserve</b>	<ul style="list-style-type: none"> <li>● There is some interpretation related to Aboriginal history in the form of panels, stones and artwork.</li> <li>● There is also industrial history commemorating gas works, power stations, bridges etc.</li> </ul>
<b>Precinct One</b>	
<b>City of Vincent &amp; City of Bayswater</b>	<ul style="list-style-type: none"> <li>● At Banks Reserve there is some early European history interpretation.</li> <li>● Banks Reserve – Aboriginal Art as part of the Wetlands Heritage Trail</li> <li>● Banks Reserve - Maylands Yacht Club Precinct – some environmental interpretation related to rehabilitation works along the pathway to Bardon Park,</li> <li>● Some European Historical panels in Bardon.</li> </ul>
<b>City of Bayswater</b>	<ul style="list-style-type: none"> <li>● Maylands Yacht Club Precinct – Maylands Peninsula, Beringa Reserve has some environmental interpretation along the path. European History at Old Aerodrome near the golf course.</li> </ul>
<b>City of Bayswater</b>	<ul style="list-style-type: none"> <li>● Brick Kilns – industrial heritage</li> <li>● Chase Farm - Aboriginal sculptures and early European history panels</li> <li>● Tranby House – European settlement and built heritage.</li> </ul>
<b>City of Belmont</b>	<ul style="list-style-type: none"> <li>● Some environmental interpretation at Hardey Park.</li> <li>● Adachi sister city interpretation.</li> <li>● Some European History in precinct, near Hill 60 and other housing settlement panels.</li> <li>● Black Swan Island some environmental panels/trails.</li> <li>● Bristle kilns and clay pits European heritage</li> </ul>
<b>City of Belmont</b>	<ul style="list-style-type: none"> <li>● Balbuk European history with canal interpretation</li> </ul>

<b>Precinct Two</b>	
<b>City of Bayswater</b>	<ul style="list-style-type: none"> <li>● Riverside Gardens Precinct – some environmental interpretation.</li> <li>● Environmental interpretation and birds, Eric Singleton Bird Sanctuary, river rehabilitation,</li> </ul>
<b>City of Bayswater</b>	<ul style="list-style-type: none"> <li>● Panels on the boardwalk, walkway between Ellis House and Hinds Reserve.</li> <li>● Minimal interpretation at Riverside Gardens.</li> </ul>
<b>Town of Bassendean</b>	<ul style="list-style-type: none"> <li>● Ashfield Flats – some old environmental interpretation along the boardwalk.</li> <li>● Sculpture and some panels at Sandy Beach Reserve.</li> <li>● There is some signage at Point Reserve link to Bassendean Town Heritage Trail.</li> </ul>
<b>City of Swan</b>	<ul style="list-style-type: none"> <li>● Kidman St some environmental panels.</li> </ul>

<b>Precinct Three</b>	
<b>City of Swan</b>	<ul style="list-style-type: none"> <li>● Success Hill Reserve – Many Aboriginal interpretation panels under shelters in the park.</li> <li>● Environmental and European history told in other signage in park area and near the river, bushland reserve.</li> <li>● Fishmarket Reserve a few panels, linked to Guildford Heritage Trail.</li> <li>● Barkers Bridge (North Side) - some panels.</li> <li>● South side Moultons, Historic European Panels linked to Guildford Heritage Trail and sculpture</li> </ul>
<b>City of Swan</b>	<ul style="list-style-type: none"> <li>● Lilac Hill – minimal interpretation linked to Swan Valley Trail.</li> <li>● Woodbridge Park – some panels near the shelter.</li> <li>● Start John George Trail and links Guildford Heritage Trail.</li> <li>● Reg Bond Reserve – some environmental interpretation linked to John George Trail.</li> <li>● Swan and St Mary's Church.</li> <li>● Some European History panels and signage part of the Swan Valley trail.</li> </ul>

<b>Precinct Four</b>	
<b>City of Swan</b>	<ul style="list-style-type: none"><li>● Some interpretation near Midland Workshops.</li><li>● European history (in park with lake).</li><li>● Sculpture boardwalks signage features in lake. Riverside walk trail near Bushmead Road Crossing over Helena River.</li><li>● Some environmental and Aboriginal interpretation on trail.</li></ul>



### **9.3 FUTURE PROOFING PERTH'S EASTERN REGION – REGIONAL CLIMATE CHANGE ADAPTATION ACTION PLAN 2009-2013**

**REFERENCE: COMMITTEES-11777**

#### **PURPOSE OF REPORT**

To update Council on the progress of the implementation of the Future Proofing Perth's Eastern Region - Regional Climate Change Adaptation Action Plan 2009 – 2013.

#### **KEY ISSUES AND RECOMMENDATION(S)**

- Climate change represents huge challenges and opportunities for Local Government.
- In September 2009 Council approved the Future Proofing Perth's Eastern Region - Regional Climate Change Adaptation Action Plan (RCCAAP) 2009-2013 and allocated funding of \$50,000 in its budgets for 2010-11, 2011-12 and 2012-13 for implementation of the Plan.
- To date the EMRC has assisted its member Councils in producing draft Local Climate Change Adaptation Action Plans (LCCAAP's).
- As part of the RCCAAP implementation the EMRC has produced a newsletter to update member Councils and relevant stakeholders on the project's progress and to provide climate change information relevant to member Councils.
- Mapping tools recently released show predicted flood modelling along the Swan River for the Town of Bassendean, City of Bayswater, City of Belmont and parts of the City of Swan due to climate change. This modelling will be used to identify areas of high risk that are likely to be inundated within Perth's Eastern Region in 2100. These maps will be a useful tool for EMRC and member Councils when planning for climate change adaptation.
- In light of the Queensland flooding and Victorian Bushfires the EMRC will liaise with member Councils to investigate and review Local Emergency Management Arrangements/Plans. The investigations will highlight the current state of Emergency Management Planning in the region and look at areas where gaps exist and opportunities where regional collaboration can occur.

#### **Recommendation(s)**

That Council support a regional review of Emergency Management Plans from the five participating member Councils during 2011/12.

#### **SOURCE OF REPORT**

Director Regional Services  
Manager Environmental Services

#### **BACKGROUND**

During the EMRC's 2007-2008 strategic planning processes, the EMRC and member Councils identified climate change as a key emerging issue affecting the Region.



*Item 9.3 continued*

The first report on Future Proofing Perth's Eastern Region – Adapting to Climate Change was presented to the Council at the meeting on 21 February 2008. At that meeting Council resolved to:

- "1. SUPPORT THE FUTURE PROOFING PERTH'S EASTERN REGION – ADAPTING TO CLIMATE CHANGE PROJECT.*
- 2. CONSIDER \$43,375 FOR ALLOCATION IN THE 2008/09 BUDGET FOR IMPLEMENTATION OF FUTURE PROOFING PERTH'S EASTERN REGION – ADAPTING TO CLIMATE CHANGE SUBJECT TO FUNDING SUPPORT OF \$50,000 THROUGH THE AUSTRALIAN GREENHOUSE OFFICE LOCAL ADAPTATION PATHWAYS PROGRAM."*

(Ref: Committees-7378)

In May 2008, the EMRC received \$50,000 funding from the Australian Government's Department of Climate Change (formerly Australian Greenhouse Office) Local Adaptation Pathways Programme to assist the Region to undertake climate change risk assessments and adaptation planning. On that basis the EMRC agreed to contribute funding of \$43,375 to the project and progress development of the Regional Climate Change Adaptation Action Plan.

The project was based on the application of a risk assessment methodology accredited by the Australian Government and complements other emission reduction initiatives the Region is involved in, including Achieving Carbon Emissions Reduction (ACE<sub>R</sub>) and Perth Solar City.

The EMRC and its member Councils collaborated regionally to undertake a comprehensive climate change risk assessment to identify impacts and associated actions that need to be undertaken in order to better prepare the Region's community to adapt to the pressures climate change will bring.

The second report on Future Proofing Perth's Eastern Region – Adapting to Climate Change was presented to the Council at their meeting on 24 September 2009. At that it was resolved that:

- 1. COUNCIL APPROVE THE FUTURE PROOFING PERTH'S EASTERN REGION - REGIONAL CLIMATE CHANGE ADAPTATION ACTION PLAN 2009-2013 AS SHOWN AS ATTACHMENT 2.*
- 2. COUNCIL APPROVE THE EMRC'S CONTINUED ROLE TO LEAD THE IMPLEMENTATION OF THE ACTION PLAN AND AGREES TO LIST FOR CONSIDERATION THE SUM OF \$50,000 IN ITS BUDGETS FOR 2010-11, 2011-12 AND 2012-13.*
- 3. A LETTER BE FORWARDED TO MEMBER COUNCIL CHIEF EXECUTIVE OFFICERS PROVIDING A COPY OF THE ACTION PLAN, ALONG WITH A PROJECT PLAN FOR THE DEVELOPMENT OF INDIVIDUAL LOCAL CLIMATE CHANGE ADAPTATION ACTION PLANS.*
- 4. MEMBER COUNCILS BE ADVISED THAT A LONG TERM FINANCIAL COMMITMENT IS REQUIRED IN ORDER TO ENSURE PROGRESS IS ACHIEVED IN CLIMATE CHANGE ADAPTATION.*

(Ref: Committees-9869)

The Regional Climate Change Adaptation Action Plan (RCCAAP) is a foundation document that outlines what needs to be done at the regional level to adapt to climate change until 2013. It paves a way forward for the EMRC and its member Councils to take climate change adaptation to the next step and develop Local Climate Change Adaptation Action Plans for each of the member Councils.

The two levels of planning enable alignment of the work that needs to be done within the Region through a well planned approach and will ensure that all member Councils are well placed to adapt to the challenges that are presented by climate change.

The RCCAAP is also used to advance advocacy for climate change adaptation action throughout the Region and better position the EMRC and its member Councils to leverage funding.

The RCCAAP is monitored annually to determine progress against the Plan, with a major review to be undertaken in 2012 – 2013 to evaluate progress and to identify any further actions that may be needed.



*Item 9.3 continued*

## **REPORT**

Climate change represents a huge challenge for Local Government, including its impacts on infrastructure, land use planning, biodiversity, environmental health, fire and emergency services as well as parks and reserve management. Other broader key risks include the potential for changing economic viability of local industries and social dislocation.

Climate change can also present new opportunities whereby adaptation actions will generate significant social and environmental benefits and this will lead to more vibrant and resilient societies.

Outcomes of the project since Council approval of the RCCAAP in September 2009 include:

- Draft Local Climate Change Adaptation Action Plans (LCCAAP's) were produced for each member Council to ensure that climate change adaptation is integrated into the day to day planning and risk management activities of the Councils and their communities (action 10.2).
- EMRC established a partnership with WALGA representing member Councils at WALGA's Climate Change Senior Officers Reference Group quarterly meetings to ensure that member Council's climate change advocacy actions are communicated to WALGA and other key stakeholders (action 10.9).
- EMRC actively promoted the project through various events presenting on the project at the Planning Institute of Australia (PIA) Future Proofing Communities conference and Public Health Association of Australia Climate Change conference. EMRC also reported on the project progress and delivered presentations at the City of Belmont's Standing Environmental Committee meeting, the Town of Bassendean's Ordinary Council Committee meeting and the Shire of Mundaring's Council Forum.
- EMRC liaised with various state agencies including the Department of Water, Department of Planning, Water Corporation, Department of Environment and Conservation (Office of Climate Change) to progress implementation of regional advocacy actions.
- EMRC produced its first Climate Change Newsletter (refer attachment 1) dedicated to communicating project outcomes and climate change information of relevance to member Councils. This newsletter was produced as part of the RCCAAP (action 10.4) to inform EMRC's Council, member Councils and relevant stakeholders about progress of the project and relevant climate change information (e.g. climate change mapping tools, legislation updates etc). Newsletters will be produced on a quarterly basis.

### Local Climate Change Adaptation Action Plans (LCCAAP)

Localised action planning was undertaken alongside the implementation of the RCCAAP and involved facilitation of climate change information sessions and workshops with member Councils (and in some instances their local communities), resulting in the development of individual LCCAAP's. A snapshot of progress for each of the member Councils is provided below.

#### Bassendean

The EMRC presented the draft LCCAAP to the Town of Bassendean Council which was well received and approved for public comment. The next stage of the project will involve incorporating community comment into the document. EMRC and Town of Bassendean officers will be meeting with Local Government Insurance Services (LGIS) to discuss insurance implications in early 2011.

#### Bayswater

The first draft of the City of Bayswater LCCAAP has been completed. It requires further work to reflect the City's needs and priorities in the area of climate change adaptation and mitigation. EMRC has undertaken consultation sessions with relevant officers from environmental, planning and development departments. The LCCAAP has been updated with responsible business unit information and a draft has been provided to the City's Project Facilitator who will meet directly with managers of respective business units to obtain budget details and confirmation regarding implementation of actions under the priority action areas.



*Item 9.3 continued*

Belmont

The City of Belmont completed development of the LCCAAP and Council approved the document. Printing and design of the LCCAAP is in progress. Belmont will now move into the implementation phase of the project.

Kalamunda

The Shire of Kalamunda completed risk assessment and adaptation workshops with internal staff, facilitated by the EMRC and Consultants Coastal Zone Management. A draft LCCAAP was developed and is currently undergoing a final review by the Shire's staff.

Mundaring

In mid 2010 EMRC provided assistance to the Shire of Mundaring holding two climate change adaptation workshops with the Shire's community to enable the Shire to develop its LCCAAP, reflecting community views on the actions the Shire needs to undertake to adapt to climate change. A draft copy of the LCCAAP has been produced and is undergoing a final review.

Swan

EMRC developed a draft LCCAAP for the City in 2009/2010. However the City of Swan withdrew support for the project for 2010/2011.

Moving Forward

In 2011/2012 the EMRC will continue to assist participating member Councils in implementing their LCCAAP immediate and short term actions, whilst continuing to implement RCCAAP actions. There is some commonality or consistent themes across all member Councils in the area of climate change adaptation action planning that have been identified by the member Councils to treat anticipated climate change risks. These consistent themes predominantly lie in the area of planning and development, community education, emissions reduction strategy and legislation/policy development and advocacy support. Examples of some of the key adaptation actions that will be implemented across member Councils include the following:

- Liaison with the Water Corporation on current drainage capacity of the member Councils' stormwater systems and modify where necessary to take into account results of flood modelling.
- Continuing to promote and encourage alternative energy through programs such as Perth Solar City, and Achieving Carbon Emissions Reduction (ACE<sub>R</sub>).
- Continue to improve the member Councils' Water Conservation Plans and implement actions including hydrozoning and use of stormwater for irrigation.
- Continue with community education on climate change through programs such as Perth Solar City, Future Proofing, ACE<sub>R</sub> and LivingSmart.
- Organise awareness raising seminar for member Council staff with climate change expert presenters.
- Conduct community education about drainage and flooding events.
- Create a community awareness program.

Lessons Learning

Recent flooding events in Queensland, New South Wales and Victoria, bushfire events in Victoria and Toodyay in 2009, the storm event in Perth in 2010 and fire at Town of Claremont have provided a number of lessons for all levels of government. The EMRC is closely monitoring recommendations from these events and will be providing relevant information to member Councils on the Victorian Bushfires Royal Commission final report recommendations and Queensland's flood disaster Commission of Inquiry recommendations to ensure that EMRC and member Councils are adequately informed and well prepared for extreme events caused by climate change.



*Item 9.3 continued*

### Emergency Management Review and Preparation

The EMRC in light of the Queensland flooding and Victorian Bushfires will liaise with member Councils to investigate and review Local Emergency Management Arrangements/Plans. The investigations will highlight the current state of Emergency Management Planning in the Region and look at areas where gaps exist and opportunities where regional collaboration can occur. For example, reviewing asset inventories to compare what equipment the Region has collectively available in the event of a major flood or bushfire.

### Tools and Resources

New mapping tools were recently released by the Australian Government (OzCoasts) and show flood modelling along the Swan River for the Town of Bassendean, City of Bayswater, City of Belmont and parts of the City of Swan. This modelling will be used to identify areas of high risk that are likely to be inundated within Perth's Eastern Region with respect to three climate change scenarios by 2100. These maps will be a useful tool for EMRC and member Councils when planning for climate change adaptation. They will assist Local Government in understanding how sea level rise is likely to impact on their operations and infrastructure, allowing more informed decisions on how to respond to these impacts. The EMRC plans to use this tool to identify assets at high risk and work with member Councils to assist in future management of these assets.

OzCoasts have prepared maps for three sea-level rise scenarios of 0.5m, 0.8m and 1.1m, relevant for 2100. Some of the areas highlighted as low lying and vulnerable are the same ones that are already prone to flooding in big storms. However, OzCoasts state it is important to remember that the maps show flooding that may occur annually, or in some areas more frequently, around the turn of the century. Big storms anticipated for 2100 are likely to flood an even larger area.

The sea-level rise scenarios have been combined with a nominal highest astronomical tide (HAT) value for the region, and are based on Intergovernmental Panel on Climate Change (IPCC) projections and more recent science. The maps are based on a simple 'bucket fill' approach and should be considered as approximate only. The actual impacts may vary as this model does not take account of existing sea walls, storm surge, erosion or other local factors.

OzCoasts website states that these maps are a communication tool only and are not suitable for decision-making.

Maps for Perth's Eastern Region showing flooding levels at 1.1 metre for 2100 are provided as Attachments 2, 3 and 4.

## **STRATEGIC/POLICY IMPLICATIONS**

Implementation of the Regional Climate Change Adaptation Action Plan contributes to Key Result Area 1 of the EMRC Strategic Plan for the Future 2010/11 – 2013/14, specifically objective 1.6: To address climate change issues within the Region.

## **FINANCIAL IMPLICATIONS**

The implementation plan for 2011-2012 will be met from the EMRC's budget allocation of \$50,000. Member Councils' contributions from the Town of Bassendean, City of Bayswater, City of Belmont, Shire of Kalamunda and Shire of Mundaring of \$15,000 each support continued LCCAAP implementation.

## **SUSTAINABILITY IMPLICATIONS**

The environmental, social and economic costs of not adapting to climate change will be significant without adequate adaptation strategies in place.



*Item 9.3 continued*

The Action Plan will:

- Promote resilience and support local communities in partnership with Local Government to improve the management of the local environment and community public assets;
- Secure future-focussed transport, planning and building systems that support low emissions and accommodates a changed climate;
- Identify and support vulnerable communities in Perth's Eastern Region to adjust to the cost of a low emissions economy so they are not further disadvantaged as a result of climate change; and
- Promote innovation and regional security in order to position the Region for economic opportunities resulting from climate change such as new industry, markets and technologies.

**MEMBER COUNCIL IMPLICATIONS**

<b>Member Council</b>	<b>Implication Details</b>
Town of Bassendean	EMRC and member Councils' continued role in supporting implementation of the Regional and Local Climate Change Adaptation Action Plans will ensure future liability issues can be addressed now and reduce the potential for member Councils to face litigation resulting from a lack of climate change adaptation planning.  It is proposed that a contribution of \$15,000 from each member Council is allocated, as indicated in the Regional Services Project Funding Summary Directions 2011/2012 – 2015/2016 provided to member Councils in January 2011. These funds will be used to progress implementation of the Regional Climate Change Adaptation Action Plans and Local Climate Change Adaptation Action Plans for member Councils.
City of Bayswater	
City of Belmont	
Shire of Kalamunda	
Shire of Mundaring	

ATTACHMENT(S)

1. Climate Change Newsletter – Issue January 2011 (Ref: Committees-11787)
2. OzCoasts Flood Mapping (Ref: Committees-11788)
3. OzCoasts Flood Mapping (Ref: Committees-11789)
4. OzCoasts Flood Mapping (Ref: Committees-11790)

VOTING REQUIREMENT

Simple Majority

**RECOMMENDATION(S)**

That Council support a regional review of Emergency Management Plans from the five participating member Councils during 2011/12.

Discussion ensued

The Director Regional Services provided an overview of the report.



*Item 9.3 continued*

Member Council CEO's advised that a regional disaster agreement had been signed by 16 Councils providing an undertaking that if resources were required by any Council in an emergency situation they would provide it freely to each other. It was therefore felt that it was not necessary to initiate the action being proposed in the report.

Recommendation amended as follows:

*"That Council note the "Metropolitan North and East Recovery Group Agreement for the Provision of Mutual Aid for Recovery During Emergencies" in place obviating the need for the EMRC to conduct a regional review of emergency management plans."*

**CEOAC RECOMMENDATION(S)**

MOVED MR TRAIL

SECONDED MR JARVIS

That Council note the "Metropolitan North and East Recovery Group Agreement for the Provision of Mutual Aid for Recovery During Emergencies" in place obviating the need for the EMRC to conduct a regional review of emergency management plans.

**CARRIED UNANIMOUSLY**

**COUNCIL RESOLUTION(S)**

MOVED CR RADFORD

SECONDED CR LINDSEY

THAT COUNCIL NOTE THE "METROPOLITAN NORTH AND EAST RECOVERY GROUP AGREEMENT FOR THE PROVISION OF MUTUAL AID FOR RECOVERY DURING EMERGENCIES" IN PLACE OBTIATING THE NEED FOR THE EMRC TO CONDUCT A REGIONAL REVIEW OF EMERGENCY MANAGEMENT PLANS.

**CARRIED UNANIMOUSLY**



## CLIMATE CHANGE NEWSLETTER

### Future Proofing Perth's Eastern Region – Adapting to Climate Change

Future Proofing Perth's Eastern Region – Adapting to Climate Change was developed to complement regional action to reduce emissions, by identifying the major risks of climate change relevant to the region and developing a regional adaptation plan to address the risks.



The City of Belmont has endorsed its LCCAAP and the Town of Bassendean recently put its draft LCCAAP out for public comment. The implementation of the LCCAAP actions will ensure that member Councils have the capacity and knowledge to adapt to a changing climate and can continue to provide a safe environment for their communities.



### Risk Assessment Workshops

This innovative regional project, led by EMRC and its six member Councils, resulted in development of the Regional Climate Change Adaptation Action Plan (RCCAAP) 2009 – 2013. The RCCAAP identified major climate change risks relevant to EMRC and member Councils assets, services and operations and provided a foundation for localised climate change adaptation action planning and an opportunity for community engagement in the action planning process. As a result of this collaborative work, draft Local Climate Change Adaptation Action Plans (LCCAAP's) were produced for the Shires of Kalamunda and Mundaring, Cities of Belmont, Swan and Bayswater and the Town of Bassendean.



### Shire of Mundaring Engages its Community in Climate Change

In mid 2010, the Shire of Mundaring demonstrated leadership in the area of community engagement, by holding two community climate change adaptation workshops to develop its LCCAAP; reflecting community views on the actions the Shire needs to undertake to adapt to climate change.

During the climate change adaptation process, there were 25 representatives of the community involved in the climate change risk assessment and adaptation action planning sessions.

During these sessions they had an opportunity to undertake risk rating, action planning and generate new ideas to tackle local climate change issues.



## Perth's Eastern Region ADAPTING TO CLIMATE CHANGE



### Climate Change Mitigation

Along with the development of LCCAAP's, member Councils have taken steps to reduce their contribution to climate change by reducing or mitigating their greenhouse gas emissions through implementation of the EMRC Achieving Carbon Emissions Reduction (ACE<sub>R</sub>) Program and committing to WALGA's Emissions Reporting Platform. These tools enable member Councils to track and report their greenhouse gas emissions, energy consumption, and energy production.

### Promotion

During 2010 EMRC actively promoted the Future Proofing project through various events. Presentations were made at the Planning Institute of Australia (PIA) Future Proofing Communities conference and Public Health Association of Australia Climate Change conference. EMRC also reported on the project's progress and delivered presentations at the City of Belmont's Standing Environmental Committee meeting, the Town of Bassendean's Ordinary Council Committee meeting and the Shire of Mundaring's Council Forum.

### Climate Change Councillors & Senior Officers Reference Groups

Earlier this year, WALGA formed a 'Climate Change Councillors Group' (CCCG) and a 'Climate Change Senior Officers Group' (CCSOG), which will assist WALGA's Climate Change Coordinator to identify policy priorities for local government and craft appropriate responses, advocacy strategies, projects and processes. The EMRC's Environmental Project Coordinator attends the CCSOG quarterly meetings to ensure that member Council's climate change advocacy actions are communicated to WALGA and other key stakeholders. EMRC recently provided input into development of WALGA's Climate Change Advocacy Strategy and Climate Change Policy Statement Review, to communicate with state and federal government, about local government needs in the area of adaptation and mitigation.



## Perth's Eastern Region ADAPTING TO CLIMATE CHANGE

### Adaptation College

In 2009 a senior EMRC officer was selected to participate in Social, Economic and Institutional (SEI) Climate Change Adaptation College, which is part of the National Climate Change Adaptation Research Facility (NCCARF). One of the aims of the college is to build a community of future leaders who are well informed about the human dimensions of climate change adaptation. Sixteen participants were selected from across Australia from a diverse variety of backgrounds. The 2009 theme was 'vulnerability and adaptation in Indigenous Australia'. The second SEI network workshop was held at the University of NSW (UNSW) in November 2010. The workshop addressed climate adaptation governance, with over 50 presentations exploring the issue through a range of case studies from Australia and the Asia Pacific region. The college runs for a period of four years with all expenses funded by NCCARF. The next college will be held in November 2011 in Canberra and is focused on legal and policy frameworks for facilitating adaptation.

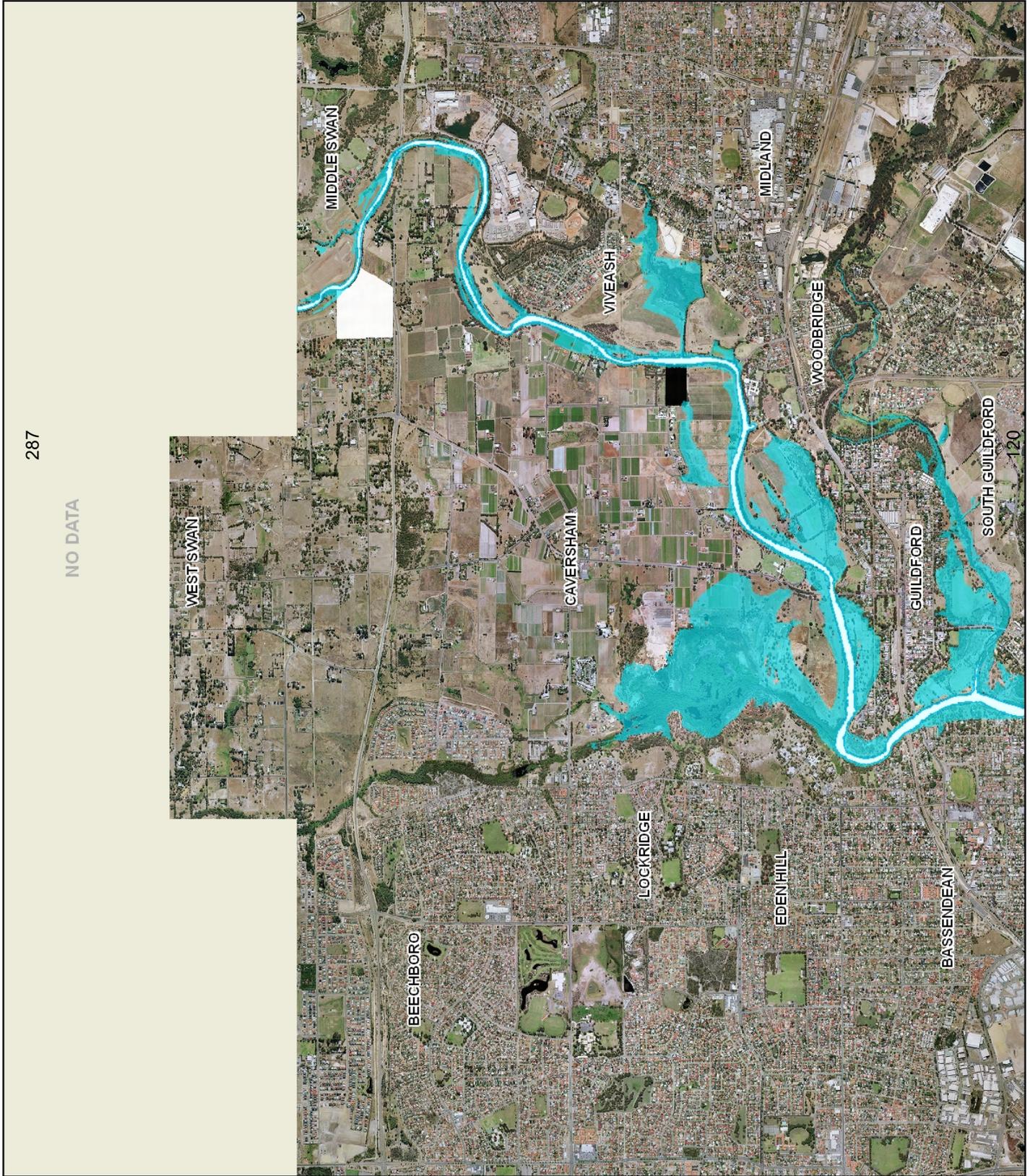


### New Climate Change Tools

In December 2010, the federal government released a range of new coastal maps which identify the future impacts of climate change on some coastal regions including part of Perth's Eastern Region. These maps are an important tool for the community and decision makers to understand potential risks to infrastructure and properties and to prepare for the climate change impacts of sea level rises. These maps provide useful information for local government when planning for climate change adaptation, assisting in understanding how sea level rise is likely to impact on their operations and infrastructure and allowing more informed decisions on how to respond to these impacts. The maps currently cover the river areas within the Town of Bassendean, City of Bayswater, City of Belmont and parts of the City of Swan.

The maps are available online via the OzCoasts website ([www.ozcoasts.org.au](http://www.ozcoasts.org.au)).

For further information please contact **Yulia Volobueva**,  
**EMRC Environmental Projects Coordinator** on (08) 9424 2244 or  
[yulia.volobueva@emrc.org.au](mailto:yulia.volobueva@emrc.org.au)



287

NO DATA

**Climate change, sea-level rise and coastal inundation**

**Location: PERTH-MANDURAH**  
CAVERSHAM AND SURROUNDS

**Disclaimer**  
This image has been developed to help communicate the risks of sea-level rise. The image and information included here are not provided as professional advice, and should not be relied upon for site-specific decision-making or for making financial or other commitments. For decision-making purposes, appropriate independent professional advice should be obtained.

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**Scenario**  
This image shows a modelled high sea-level rise scenario of 1.1m relevant to a 2100 time period. The model combines the sea-level scenario with a nominal highest astronomical tide (HAT) value for the region to give an inundation level of 1.8m AHD. The inundation portrayed is based on a simple 'bucket fill' approach and should be considered as approximate only. The actual impacts may vary as this model does not take account of existing sea walls, storm surge, erosion or other local factors. The model depicts sea-level rise only and does not include catchment flooding from rainfall events. Images such as these can change over time as new information emerges.

The image has been developed using a high resolution digital elevation model that has been hydrologically conditioned and enforced to represent a natural ground surface model (i.e. to show how water will flow over the land).

0.0m AHD      1.8m AHD

Scale = 1:40,000

0 250 500 750 1,000 Metres

**Australian Government**  
Department of Climate Change and Energy Efficiency  
© Commonwealth of Australia 2010

Date Created: 3-June-2010



**Climate change, sea-level rise and coastal inundation**

**Location: PERTH-MANDURAH**  
PERTH AIRPORT  
AND SURROUNDS

**Disclaimer**

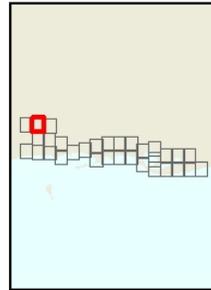
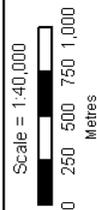
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**Climate change, sea-level rise and coastal inundation**

**Location: PERTH-MANDURAH**  
HIGHGATE AND SURROUNDS

**Disclaimer**

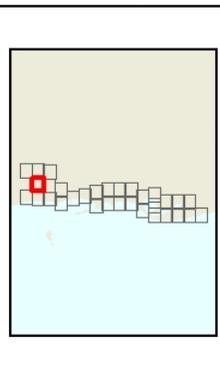
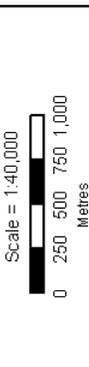
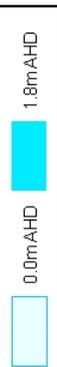
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## 12 FUTURE MEETINGS OF THE CHIEF EXECUTIVE OFFICERS ADVISORY COMMITTEE

The next meeting of the Chief Executive Officers Advisory Committee will be held on **8 March 2011 (informal)** at the Town of Bassendean commencing at 12.30pm with lunch at 12noon.

The Chief Executive Officer of the Shire of Kalamunda advised that he would be an apology for this meeting.

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

<b>Wednesday</b>	<b>12 April</b>	at	EMRC Administration Office
Tuesday	10 May (informal)	at	Shire of Mundaring
Tuesday	14 June	at	EMRC Administration Office
Tuesday	12 July (informal)	at	City of Belmont
Tuesday	9 August	at	EMRC Administration Office
Tuesday	13 September (informal)	at	City of Swan
Tuesday	11 October	at	EMRC Administration Office
Tuesday	22 November (informal)	at	City of Bayswater

## 13 DECLARATION OF CLOSURE OF MEETING

There being no further business the meeting was closed at 1:46pm.





*Item 19 continued*

The doors of the meeting were re-opened at 6.32pm and members of the public returned to Council Chambers.

Recording of the resolutions passed behind closed doors, namely:

**19.1 CONFIDENTIAL REPORT – ACQUISITION OF LAND**

**REFERENCE: COMMITTEES-11800**

**COUNCIL RESOLUTION(S)**

MOVED CR CUCCARO                      SECONDED CR PULE

THAT:

1. COUNCIL AUTHORISE THE CHAIRMAN AND THE CHIEF EXECUTIVE OFFICER TO NEGOTIATE THE MAKING OF A CALL OPTION TO ACQUIRE THE LAND IDENTIFIED IN THE REPORT UP TO THE MAXIMUM VALUE DETAILED IN THE REPORT.
2. THE REPORT AND ATTACHMENTS REMAIN 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 24 March 2011 (if required)** at the EMRC Administration Office, 1<sup>st</sup> Floor, Ascot Place, 226 Great Eastern Highway, Belmont WA 6104 commencing at 6.00pm.

**Future Meetings 2011**

Thursday	24 March (if required)	at	EMRC Administration Office
Thursday	21 April	at	EMRC Administration Office
Thursday	19 May (if required)	at	EMRC Administration Office
Thursday	23 June	at	EMRC Administration Office
Thursday	21 July (if required)	at	EMRC Administration Office
Thursday	18 August	at	EMRC Administration Office
Thursday	22 September (if required)	at	EMRC Administration Office
Thursday	20 October	at	EMRC Administration Office
Thursday	8 December	at	EMRC Administration Office
January 2012 (recess)			

**21 DECLARATION OF CLOSURE OF MEETING**

There being no further business, the meeting was closed at 7.00pm.