



SECTION 15

Minutes of Committees

For the Ordinary Meeting of Council

19 March 2020

Item 15.2 – WAC Minutes 5 March 2020

WASTE ADVISORY COMMITTEE

MINUTES

5 March 2020

(REF: D2020/03981 (WAC) – D2020/05021)

TABLE OF CONTENTS

1	DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS	1
2	ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE (PREVIOUSLY APPROVED)	1
3	DISCLOSURE OF INTERESTS	1
4	ANNOUNCEMENTS BY THE CHAIRMAN OR PRESIDING MEMBER WITHOUT DISCUSSION	1
5	PETITIONS, DEPUTATIONS AND PRESENTATIONS	2
6	CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS	2
6.1	<i>MINUTES OF THE WASTE ADVISORY COMMITTEE MEETING HELD ON 13 FEBRUARY 2020 (Ref: D2020/02430)</i>	2
7	QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN	2
8	QUESTIONS BY MEMBERS WITHOUT NOTICE	2
9	ANNOUNCEMENT OF CONFIDENTIAL MATTERS FOR WHICH MEETINGS MAY BE CLOSED TO THE PUBLIC	2
10	BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING	2
11	REPORTS OF EMPLOYEES	3
11.1	<i>REQUEST FOR TENDER 2020-001 EARTHWORKS FOR DEVELOPMENT OF LOTS 8, 9 AND 10 (Ref: D2020/05263)</i>	3
11.2	<i>MEMBER COUNCIL REQUIREMENTS FOR BINS AND CADDIES FOR THE IMPLEMENTATION OF FOOD ORGANICS AND GARDEN ORGANICS (FOGO) (Ref: D2020/05271)</i>	8
11.3	<i>ITEMS CONTAINED IN THE INFORMATION BULLETIN (Ref: D2020/03982)</i>	20
12	REPORTS OF DELEGATES	21
13	NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE CHAIRMAN OR PRESIDING MEMBER OR BY DECISION OF MEETING	21
14	CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC	21
15	FUTURE MEETINGS OF THE WASTE ADVISORY COMMITTEE	21
16	DECLARATION OF CLOSURE OF MEETING	21



1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Chairman declared the meeting open at 5:00pm and acknowledged the traditional custodians of the land on which we meet today and to pay my respects to elders past, present and future.

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

The Chairman welcomed Melanie Reid from City of Belmont to her first WAC meeting.

WAC Committee Members

Cr Steve Wolff (Chairman)	EMRC Member	City of Belmont
Cr Mel Congerton (Deputy Chairman)	EMRC Member	City of Swan
Cr Kathryn Hamilton	EMRC Member	Town of Bassendean
Cr Giorgia Johnson	EMRC Member	City of Bayswater
Cr Dylan O'Connor	EMRC Member	City of Kalamunda
Cr Doug Jeans	EMRC Member	Shire of Mundaring
Mr Doug Pearson	Director Works and Infrastructure	City of Bayswater
Ms Melanie Reid	Director Infrastructure Services	City of Belmont
Mr Brett Jackson	Director Asset Services	City of Kalamunda
Mr Shane Purdy (from 5:02pm)	Director Infrastructure Services	Shire of Mundaring
Mr Jim Coten	Executive Manager Operations	City of Swan
Mr Marcus Geisler	Chief Executive Officer	EMRC

EMRC Officers

Mr Stephen Fitzpatrick	Chief Project Officer
Mr Hua Jer Liew	Chief Financial Officer
Mr Stephen Conway	Manager Engineering
Mr David Ameduri	Manager Financial Services
Ms Izabella Krzysko	Manager Procurement and Governance
Mr David Schmidt	Manager Information Technology
Ms Theresa Eckstein	Executive Assistant to the CEO

WAC Committee Deputies

Cr Lorna Clarke (from 5:45pm)	EMRC Member	City of Bayswater
Cr Lesley Boyd (from 5:58pm)	EMRC Member	City of Kalamunda
Mr Colin Pumphrey	Manager Fleet & Waste Services	City of Swan

3 DISCLOSURE OF INTERESTS

Nil

4 ANNOUNCEMENTS BY THE CHAIRMAN OR PRESIDING MEMBER WITHOUT DISCUSSION

Nil



5 PETITIONS, DEPUTATIONS AND PRESENTATIONS

Mr Purdy entered the meeting at 5:02pm.

6 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

6.1 MINUTES OF THE WASTE ADVISORY COMMITTEE MEETING HELD ON 13 FEBRUARY 2020

That the Minutes of the Waste Advisory Committee meeting held on 13 February 2020 which have been distributed, be confirmed.

WAC RESOLUTION(S)

MOVED CR CONGERTON SECONDED CR JEANS

THAT THE MINUTES OF THE WASTE ADVISORY COMMITTEE MEETING HELD ON 13 FEBRUARY 2020 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.

CARRIED UNANIMOUSLY

7 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

8 QUESTIONS BY MEMBERS WITHOUT NOTICE

Nil

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

Nil

10 BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING

Nil



11 REPORTS OF EMPLOYEES

11.1 REQUEST FOR TENDER 2020-001 EARTHWORKS FOR DEVELOPMENT OF LOTS 8, 9 & 10

REFERENCE: D2020/03984 (WAC) – D2020/05263

PURPOSE OF REPORT

The purpose of this report is to advise Council of the results of Tender RFT 2020-001 for Earthworks for Development of Lots 8, 9 & 10 and recommend acceptance of the Tender from Tenderer ■.

KEY POINTS AND RECOMMENDATION(S)

- A tender for the Earthworks for Development of Lots 8, 9 & 10 was advertised on 25 January 2020.
- Tenders closed on 11 February 2020 with three (3) submissions being received.
- The tender called for the preliminary Earthworks for the Development of Lots 8, 9 & 10 in preparation for the proposed FOGO and Liquid Waste Facilities.

Recommendation(s)

That:

1. Council award Tender RFT 2020-001 – Earthworks for Development of Lots 8, 9 & 10 to Tenderer ■ for ■ (ex GST) based on a schedule of rates.
2. The CEO be authorised on behalf of the EMRC to enter into a contract with Tenderer ■ in accordance with their submitted tender, subject to any minor variations that may be agreed on between the CEO and Tenderer ■.
3. Council authorise a 20% contingency based on the tendered price schedule for any contract variations that may arise for Tender RFT 2020-001.
4. The identity of the successful tenderer and the awarded amount be redacted for legal reasons and remain confidential until such time that the resultant contract has been formed.

SOURCE OF REPORT

Chief Project Officer

BACKGROUND

As part of the development of Lots 8, 9 & 10 at the Red Hill Waste Management Facility, preliminary earthworks are required to prepare the hardstands in readiness for the Proposed FOGO and Liquid Waste Facilities. The works are expected to be completed by the end of 2020 in readiness for the construction of the new FOGO facility in early 2021 and the Liquid Waste Facility when approvals have been obtained.

The preliminary earthworks required to be carried out to provide a relatively level construction hardstand for the future waste treatment facilities, under this Contract include, but are not limited, to the following:

- Clearing of unsuitable materials from previously ponded areas;
- Exposing, removal and crushing of Laterite Cap Rock for use in the works;
- General earthworks to form construction pad;
- Ferricrete Erosion Protection Sheeting to Cut Slopes;
- Ferricrete Sub-base placement to construction pad; and
- Temporary Surface Water Management Controls & Safety Edge Bunding.



Item 11.1 continued

It is intended to award a contract to carry out the required works and perform all construction quality assurances as per the Tender Specification. The contract includes all labour, plant, materials, supervision, survey and everything else required for the Earthworks for the Development of Lots 8, 9 & 10.

REPORT

Tender RFT 2020-001 for the Earthworks for Development of Lots 8, 9 & 10 was advertised on 25 January 2020. Tenders closed on 11 February 2020 and three (3) submissions were received from:

- Tenderer A BJ Catalano Pty Ltd;
- Tenderer B Raubex Construction; and
- Tenderer C WBHO Infrastructutre Pty Ltd.

A detailed bill of quantities was submitted by each tenderer under four (4) main tasks:

- Preliminary and Special Requirements;
- Lots 8, 9 & 10 Construction Pad Works;
- Surface Water Management; and
- Edge Bunding.

An evaluation panel of EMRC officers assessed the submissions on the following criteria:

Assessment Criteria	Weighting
(a) Previous experience in bulk excavation and backfilling	40%
(b) Safety Management Plan and previous safety record	10%
(c) Environmental Management Plan	10%
(d) Tendered price	40%

After combining the weighted scores for both the qualitative criteria and price, Tenderer ■ represented the highest rated overall assessment due mainly to their competitive pricing schedule.

Based on the panel's evaluation, the submission from Tenderer ■ demonstrated the most advantageous submission and is considered to offer the best value for money. The Schedule of Rates against the specified Bill of Quantities submitted by Tenderer ■ amounted to an estimated total value of ■ (ex GST). The construction period is estimated to be twenty-six (26) weeks.

A contingency allowance of 20% of the contract sum is recommended to allow for any unforeseen circumstances that may arise during the contract works. This is mainly due to the site being worked by the previous owner (Boral/Midland Brick) and the unknown methodologies on how the stockpiles were managed and left. Investigations were held on the site prior to the Tender and all relative information provided to the tenderers.

A drawing is attached showing the proposed Works. The final prepared hardstands will be ready for the construction of the proposed FOGO and Liquid Waste Facilities.



Item 11.1 continued

STRATEGIC/POLICY IMPLICATIONS

Key Result Area 1 – Environmental Sustainability

- 1.1 To provide sustainable waste disposal operations
- 1.2 To improve regional waste management

FINANCIAL IMPLICATIONS

The adopted 2019/2020 Annual Budget covers the cost of implementing the works under this tender to 30 June 2020 with the proposed budget for 2020/2021 will cover the balance as the program will be undertaken over two successive financial years.

SUSTAINABILITY IMPLICATIONS

In order to provide sustainable waste management, the provision of engineered hardstand in advance of it being required, is essential.

MEMBER COUNCIL IMPLICATIONS

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

ATTACHMENT(S)

Drawing – Preliminary Earthworks – Lots 8, 9 & 10 Development (Ref: D2020/05264)

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION(S)

That:

1. Council award Tender RFT 2020-001 – Earthworks for Development of Lots 8, 9 & 10 to Tenderer ■ for ■ (ex GST) based on a schedule of rates.
2. The CEO be authorised on behalf of the EMRC to enter into a contract with Tenderer ■ in accordance with their submitted tender, subject to any minor variations that may be agreed on between the CEO and Tenderer ■.
3. Council authorise a 20% contingency based on the tendered price schedule for any contract variations that may arise for Tender RFT 2020-001.
4. The identity of the successful tenderer and the awarded amount be redacted for legal reasons and remain confidential until such time that the resultant contract has been formed.

Discussion ensued around scope of works and separable positions of the tender timing of the various projects including the commencement of FOGO with the respective member Councils.

Mr Purdy moved the officer recommendation and was seconded by Cr Hamilton.



Item 11.1 continued

In accordance with Clause 10.1(b) of the EMRC Standing Orders Local Law 2013, a procedural motion to refer the item to the next Ordinary Meeting of Council on 19 March 2020 was moved by Mr Doug Pearson and seconded by Cr O'Connor.

It is also noted that a request is made of the WAC Technical Officers to meet and discuss and resolve the matters raised prior to the Ordinary Meeting of Council.

PROCEDURAL MOTION

That the Item 11.1 - Request for Tender 2020-01 Earthworks for Development of Lots 8, 9 and 10 be referred to the next Ordinary Meeting of Council to be held on 19 March 2020 at 6:00pm.

WAC RESOLUTION(S)

MOVED MR PEARSON SECONDED CR O'CONNOR

That the Item 11.1 - Request for Tender 2020-01 Earthworks for Development of Lots 8, 9 and 10 be referred to the next Ordinary Meeting of Council to be held on 19 March 2020 at 6:00pm.

CARRIED 10/1

Due to the procedural motion, all debate on the substantive motion ceased.

COUNCIL RESOLUTION(S)

MOVED CR SECONDED CR



EMRC
 Eastern Metropolitan Regional Council
 1st Floor Ascot Place, 226 Great Eastern Hwy
 Belmont, Western Australia 6104
 PO Box 234 Belmont Western Australia 6984

DESIGNED	MT 02/2020
DRAWN	AS 02/2020
CHECKED	SF 02/2020
APPROVED	SC
	MANAGER, ENG. & WASTE OPERATIONS
A NO.	MT INT.
26/02/2020	DATE
WAC MEETING ITEM NO. 11.1 - TENDER	

SITE RED HILL WASTE MANAGEMENT FACILITY
ADDRESS 1094 TOODYAY ROAD RED HILL

PROJECT NAME LOTS 8, 9 & 10
TITLE 2013-07-16 LOTS 8, 9 & 10 - TALIS DRAWING TW19110-C-101 AMENDED

DRAWING NO. 2013-07-16
SHEET NO. 1 OF 1
SCALE AS SHOWN

O:\Projects\2013-07 Lots 8, 9 & 10\2020\Drawings\Tender\2013-07-16 Lots 8, 9 & 10 - Talis Drawing TW19110-C-101 Amended.dwg



11.2 MEMBER COUNCIL REQUIREMENTS FOR BINS AND CADDIES FOR THE IMPLEMENTATION OF FOOD ORGANICS AND GARDEN ORGANICS (FOGO)

REFERENCE: D2020/04228 (WAC) – D2020/05271

PURPOSE OF REPORT

The purpose of this report is to provide an update on the implementation of the Food Organics and Garden Organics (FOGO) Recovery Strategy and in particular the implementation timeline for a permanent facility and the procurement of bins and caddies for the member Councils.

KEY POINTS AND RECOMMENDATION(S)

- The centralised education component is well underway for the Town of Bassendean and City of Bayswater in readiness for a June /July 2020 commencement of FOGO collection from their third bin.
- Member Councils have provided details of their Better Bins rollout for a third waste collection bin for FOGO waste.
- A methodology for the funding of bins and caddies has been proposed by the EMRC.
- There are opportunities for savings in the procurement of bins and caddies through a joint approach.
- The timeline for the implementation of a tender process for a permanent FOGO processing facility has been updated.
- A draft Participants Agreement for FOGO Supply is being prepared by Council's lawyers.

Recommendation(s)

That Council:

1. Receives the report.
2. Endorses the methodology proposed for the funding of bin assets required by member Councils under the Better Bins Program.
3. Subject to acceptance of recommendation 2, requests a report be prepared for future Council endorsement with a fully costed proposal of the amounts of funding proposed.
4. Notes the updated timeline for the tender implementation.

SOURCE OF REPORT

Chief Project Officer

BACKGROUND

In February 2018 the Town of Bassendean advised the EMRC that, inter alia *"the Town would like to work with the EMRC to explore alternative options to the incineration of the Town's residual waste, including a trial/scalable anaerobic digester facility at the EMRC's Red Hill Facility for the Town's residual waste"*. The EMRC acknowledged this advice at their March 2018 Council meeting.

In October 2018, the City of Bayswater advised of their intention to introduce FOGO and requested that the EMRC undertake investigations in relation to best practice FOGO processing for the City of Bayswater and other interested parties collaboratively with the City of Bayswater to enable the implementation of FOGO in a timely manner. A meeting was held with the City of Bayswater on 6 November 2018 to gather a fuller understanding of their proposal and future requirements.



Item 11.2 continued

Further at its 6 December 2018 Council meeting it was resolved (Ref: D2018/17076):

“THAT COUNCIL:

- 1. ACKNOWLEDGE THE REQUESTS FROM THE TOWN OF BASSENDEAN AND THE CITY OF BAYSWATER FOR THE INVESTIGATION OF THE PROCESSING OF FOOD AND GARDEN ORGANIC WASTE (FOGO) AT THE RED HILL WASTE MANAGEMENT FACILITY.*
- 2. NOTES THE OPTIONS BEING CONSIDERED FOR THE PROCESSING OF FOGO WASTE AT THE RED HILL WASTE MANAGEMENT FACILITY.*
- 3. AS PART OF THE VARIOUS OPTIONS BEING CONSIDERED, THAT INVESTIGATIONS AND COST MODELLING BE UNDERTAKEN ON OPTIONS TO ESTABLISH AN INTERIM FINANCIAL ARRANGEMENT ON BEHALF OF MEMBER COUNCILS, WITH SOUTHERN METROPOLITAN REGIONAL COUNCIL OR OTHER APPROPRIATE THIRD PARTIES FOR THE PROCESSING OF FOGO COMMENCING 1 JULY 2019 UNTIL THE RED HILL WASTE MANAGEMENT FACILITY IS ABLE TO RECEIVE AND PROCESS FOGO WASTE.*
- 4. REQUEST THE OUTCOME FROM THE REVIEW OF THE VARIOUS OPTIONS INCLUDING COST MODELLING BE PRESENTED TO THE MARCH 2019 ORDINARY COUNCIL MEETING.”*

At its 21 March 2019 meeting of Council, it was resolved (D2019/05266):

“THAT:

- 1. THE EMRC BEGIN THE PROCESS OF DEVELOPING A LONG-TERM FOOD ORGANIC & GARDEN ORGANIC (FOGO) STRATEGY INCLUDING, IF REQUIRED, SEEKING EXPRESSIONS OF INTEREST FOR THE APPROPRIATE TECHNOLOGY TO IMPLEMENT LONG-TERM FOGO PROCESSING SOLUTIONS TO CATER FOR ALL MEMBER COUNCIL WASTE STREAMS.*
- 2. IN THE INTERIM, THE EMRC PROCEEDS WITH THE PROCUREMENT PROCESS AND LICENCE APPROVAL FOR THE ADDITION OF A TRIAL MOBILE AERATOR FLOOR (MAF) COMPOSTING SYSTEM FOR THE PROCESSING OF UP TO 10,000 TPA OF FOGO WASTE AT THE RED HILL WASTE MANAGEMENT FACILITY.*
- 3. APPROVES THE EXPENDITURE OF UP TO \$400,000 EX GST FOR THE PURCHASE AND INSTALLATION OF A SUITABLE MAF SYSTEM, INCLUDING HARDSTAND INSTALLATION AND THAT THE FUNDS BE ALLOCATED FROM THE SECONDARY WASTE RESERVE.*
- 4. NOTES THAT INTERIM ARRANGEMENTS ARE AVAILABLE WITH SEVERAL THIRD PARTY PROCESSORS OF FOGO WASTE IF THE INSTALLATION OF A PROCESSING FACILITY OR THE LICENCE APPROVAL IS DELAYED FOR WHATEVER REASON BEYOND PLANNED START DATES FOR FOGO COLLECTIONS BY MEMBER COUNCILS.*
- 5. ADVISE THE TOWN OF BASSENDEAN AND THE CITY OF BAYSWATER OF THE COUNCIL RESOLUTION AND AUTHORISE THE CEO TO ENTER INTO NEGOTIATIONS WITH THESE MEMBER COUNCILS FOR A SUITABLE PROCESSING ARRANGEMENT.*
- 6. SEEK FUNDING SUPPORT FROM THE WASTE AUTHORITY FOR THE FOGO TRIAL AT THE RED HILL WASTE MANAGEMENT FACILITY.*
- 7. THAT THE EMRC EXPLORE ALL MARKETING OPPORTUNITIES FOR THE COMPOST PRODUCT DURING THE FOGO TRIAL PERIOD.”*



Item 11.2 continued

Following the draft Food Organics and Garden Organics (FOGO) Waste Strategy (Ref: D2019/14024) being presented to WAC on 5 September 2019 it was subsequently endorsed by Council at its 19 September 2019 meeting (Ref: D2019/14022):

At its 19 September 2019 meeting of Council, it was resolved (D2019/14022):

“THAT COUNCIL ENDORSES THE DRAFT FOOD ORGANICS AND GARDEN ORGANICS (FOGO) RECOVERY STRATEGY SUBJECT TO THE LAST DOT POINT UNDER ‘PRINCIPLES’ ON PAGE 9 BEING AMENDED TO STATE “THE FUNDING OF BINS, CADDIES AND INITIAL EDUCATION/PRODUCT MARKETING FOR MEMBER COUNCILS WILL BE FUNDED THROUGH THE SECONDARY WASTE RESERVE.”

At its 20 February 2020 meeting of Council, it was resolved:

“That:

- 1. The following respondents to the Expression of Interest are listed as Acceptable Tenderers:*
 - a. Barpa Pty Ltd;*
 - b. Hitachi Zosen Inova Australia Pty Ltd;*
 - c. Pindan Contracting Pty Ltd;*
 - d. Sacyr Environment Australia Pty Ltd; and*
 - e. Veolia Environmental Services (Australia) Pty Ltd.*
- 2. The following respondents to the Expression of Interest are not listed as Acceptable Tenderers:*
 - a. Aurigen Group*
 - b. Biogass Renewables Pty Ltd;*
 - c. Cleanaway Pty Ltd;*
 - d. FOCUS Enviro (EMER Pty Ltd)*
 - e. Re.Group Pty Ltd; and*
 - f. Skala Australasia Pty Ltd.*
- 3. The respondents to Expression of Interest 2019 -007 be advised of the outcome of the assessment.*
- 4. That a feasibility study is prepared and adopted by council prior to tenders being called.*
- 5. The attachment(s) remain confidential and be certified by the Chairman and CEO.”*

REPORT

Following Council endorsement of the draft FOGO Strategy at its 19 September 2019 meeting, the EMRC has been making preparation for implementation of FOGO at the Town of Bassendean and the City of Bayswater in mid-2020, including the marketing and education components.

In addition to this, the EMRC has been working closely with the Department of Water, Environmental Regulation (DWER) on the various components of the FOGO marketing and education materials to ensure a consistent approach with DWER's Waste Sorted materials. The draft FOGO marketing and education material being developed includes: Cinema advertising; bus shelters/bus back; shopalite panels; newsletter and social media material; fridge magnets and Frequently Asked Questions (FAQs). This work includes ongoing communication with officers from the Town of Bassendean and the City of Bayswater to ensure there is a full suite of marketing and education material that can be used generically and/or tailored messaging to suit the needs of respective Councils.

To gain a better understanding of the likely costs associated with the funding of bins and caddies in accordance with the September 2019 Council resolution, member Councils were requested to provide details of their Better Bins rollout for a third waste collection bin for FOGO waste. These details are attached (Attachment 1).



Item 11.2 continued

There are two costing options for bins and caddies required by member Councils under the Better Bin program to be considered:

Option 1:

- New 140 litre red lid bin for residual waste;
- Existing 240 litre rubbish bin with a new lime green lid for FOGO waste; and
- Kitchen caddies and biodegradable liners.

Option 2:

- New 140 litre red lid bin for residual waste;
- New 240 litre bin with lime green lid for FOGO waste; and
- Kitchen caddies and biodegradable liners.

To support member Councils to roll out bins and caddies, the EMRC will develop a funding methodology on the bins of "fair and equitable". A fully costed proposal will be presented to the 19 March 2020 Ordinary meeting of Council based around the above two options.

There are opportunities for savings in the procurement of bins and caddies by a consolidated approach and the EMRC will be pleased to facilitate this process.

The timeline for the implementation of a tender process for a permanent FOGO processing facility has been updated as per Attachment 2.

A draft Participants Agreement for FOGO Supply is being drafted by Council's lawyers.

The key tasks have been updated as follows:

	Key activities	Estimated Date	Important individual components and key decision points
1	EMRC Council approval for the interim facility	21 March 2019	Completed
2	DWER approvals for FOGO interim facility at Red Hill	Conclude by 31 March 2020	<ul style="list-style-type: none"> • Licence amendment for the interim facility area submitted 21 March 2019 • Licence amendment issued March 2020
3	EPA approval for Lots 9 and 10 to be part of the approved footprint for Red Hill	November 2020	<ul style="list-style-type: none"> • Prepare and lodge Section 45C amendment application for Lots 9,10 FOGO processing November 2019 • Consultation process (if required) concludes 30 June 2020 • EPA decision August 2020 • Ministerial approval November 2020



Item 11.2 continued

4	Infrastructure development for interim facility	MAF commissioned April/May 2020	<ul style="list-style-type: none"> • RFT re-issued 26 October 2019 • Evaluation undertaken and recommendation prepared for WAC on 21 November 2019 • Council approval 5 December 2019 • Contract issued January 2020 and installation commences March 2020 • MAF commissioning completed 30 May 2020 • Procurement of caddies for member Councils - Bassendean and Bayswater • Trial ready to commence 1 July 2020 and conclude Dec 2021 • Report on interim facility completed thereafter
5	Contract with City of Bayswater and the Town of Bassendean to process FOGO waste	By April 2020	<ul style="list-style-type: none"> • Under development and to commence deliveries of FOGO by 1 July 2020
6	Research and community education – source separation and contamination management	Ongoing	<ul style="list-style-type: none"> • Pre-trial survey in Town of Bassendean and City of Bayswater to be undertaken • Bin audit with all member Councils • Commence with generic 'teaser' information about what FOGO is from September 2019 • The EMRC has recruited two (2) EMRC FOGO Educators, with plans to recruit to 6 to cater for the needs of all member Councils • Run intensive communication / education campaign for all member Councils • Bin tagging undertaken in March/April 2020 • Second bin audit to be undertaken if required • Additional bin tagging undertaken February and June 2021 • Final report on trial December 2021
7	Development and assessment of markets for compost	Commencing August 2019	<ul style="list-style-type: none"> • Product certification • Conduct field trials across the agriculture sector • Research markets; test feasibility



Item 11.2 continued

8	Determine long term FOGO solution for the region	Facility operational by 1 July 2022	<ul style="list-style-type: none"> • Identify options • Facility inspections and report on findings 28 November 2019 • Review results of MAF interim facility • EOI process conducted between November 2019 and January 2020 • Council approval of acceptable tenderers February 2020 • Prepare RFT documents by May 2020 • Issue RFT May 2020 • Finalise tender evaluation October 2020 • Council decision January 2021 • Contract finalised 28 February 2021 • Construction February 2021 – July 2022 • Joint tender bins/caddies procurement for four (4) remaining member Councils • Commissioning 1 July 2022 – 31 September 2022 • Facility ready for operation October 2022 • Contingency allowance of 3 months to December 2022
9	Authority approvals for long term FOGO solution	Lodge November 2020	<ul style="list-style-type: none"> • Works approval and referral to EPA June 2020 • Approvals received December 2020
10	Member Council FOGO implementation	All Councils participating by 1 July 2022	<ul style="list-style-type: none"> • With an estimated 60,000 tonnes of FOGO from member Councils and an additional 40,000 tonnes to be secured from elsewhere, all suppliers to be locked in via a Participation Agreement for FOGO Supply • Town of Bassendean 1 July 2020 • City of Bayswater 1 July 2020 • City of Swan by 1 July 2022 • City of Belmont by 1 July 2022 • City of Kalamunda by 1 July 2022 • Shire of Mundaring by 1 July 2022

STRATEGIC/POLICY IMPLICATIONS

Key Result Area 1 – Environmental Sustainability

1.1 To provide sustainable waste disposal operations

FINANCIAL IMPLICATIONS

There is provision in the adopted 2019/2020 Annual Budget and the ten (10) year financial plan for capital expenditure on food organics and garden organics (FOGO) processing.

SUSTAINABILITY IMPLICATIONS

Nil



Item 11.2 continued

MEMBER COUNCIL IMPLICATIONS

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

ATTACHMENT(S)

1. Member Council Better Bins Rollout Survey (Ref: D2020/05266)
2. Draft Implementation Timeline for Permanent FOGO Facility (Ref: D2020/05265)

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION(S)

That Council:

1. Receives the report.
2. Endorses the methodology proposed for the funding of bin assets required by member Councils under the Better Bins Program.
3. Subject to acceptance of recommendation 2, requests a report be prepared for future Council endorsement with a fully costed proposal of the amounts of funding proposed.
4. Notes the updated timeline for the tender implementation.

Discussion ensued.

Mr Coten moved an alternate recommendation and the motion was seconded by Mr Purdy.

Alternate Recommendation

That Council:

1. Request a report be prepared for a future Waste Advisory Committee meeting that details the proposed methodology for the funding of bins and caddies for the proposed FOGO service. The report should include a fully costed proposal of the amounts of funding proposed.
2. Request an updated timeline for tender implementation of a permanent FOGO processing solution that includes the tasks of preparing a feasibility study and obtaining Council approval prior to tenders being called.
3. Note that the reasons for changing the Officer's recommendation are that the Waste Advisory Committee should be aware of the financial implications of funding bins and caddies prior to endorsing a methodology, and that the Council has previously resolved to prepare a feasibility study and obtain Council approval prior to calling tenders for a FOGO solution.



Item 11.2 continued

Debate ensued.

WAC RECOMMENDATION(S)

MOVED MR COTEN

SECONDED MR PURDY

That Council:

1. Request a report be prepared for a future Waste Advisory Committee meeting that details the proposed methodology for the funding of bins and caddies for the proposed FOGO service. The report should include a fully costed proposal of the amounts of funding proposed.
2. Request an updated timeline for tender implementation of a permanent FOGO processing solution that includes the tasks of preparing a feasibility study and obtaining Council approval prior to tenders being called.
3. Note that the reasons for changing the Officer's recommendation are that the Waste Advisory Committee should be aware of the financial implications of funding bins and caddies prior to endorsing a methodology, and that the Council has previously resolved to prepare a feasibility study and obtain Council approval prior to calling tenders for a FOGO solution.

CARRIED 8/3

COUNCIL RESOLUTION(S)

MOVED CR

SECONDED CR

Please detail what you applied for in the Better Bins Program						
	Kalamunda	Bayswater	Bassendean	Belmont	Mundaring	Swan
Amount of funding granted and timing of when funding will be received	\$691,500; \$474,000 by 30/05/2021 Balance by 30/03/2022	Nil – grant funding was previously obtained for a bin lid changeover. The City was unsuccessful in obtaining any further funding.	Total Grant funding - \$232,500 Milestone 1 – \$93,000 Milestone 2 - \$116,20 Completion of rollout Final Payment - \$23,250 final report	The CoB has been granted a total of \$583,298 which will be made in two payments. Preliminary (first) payment of \$350,298 at any time after the Project Commencement Date and no later than 30 May 2021. The City will claim this payment in August 2020. The final payment of \$233,532 will be claimed on 1 March 2022.	Nil at this time awaiting new program to apply	1st July 2020 – 30th June 2026 \$1,930,500 (\$772,200 initially, \$1,158,300 final payment)
Number of bins applied for?	23,050	N/A	7,750 households	19,461 This includes 3,153 for Medium Density Unit Developments each of which will require discussion on participation.	Around 14250	64,350
Size of bins (Litres) applied for?	Possible new 140L MGB for Red lid	N/A	140L general waste, 240L recycling and 240L greenwaste	240 Litre MGB's for FOGO.	New FOGO bin 240L	240 L
Please confirm bin lid colours being deployed		Existing bin lids comply with Australian Standards (Red, Yellow and lime green)	General waste – red Greenwaste (FOGO) – lime green Recycling – yellow (no change)	Lime Green – FOGO Yellow – Recycling Red – General or residual waste.	As per new better bins program	Red, Green, Yellow
What bin assets are you replacing?	Possible re-lid of existing dark green MGB 240L	N/A	Approx 7,750 240L general waste bins (green lid)	The current condition of the City's waste bins (green lid) is poor and rather than replace just the lids the funding will be used to replace those bins in their entirety. The City will also require the purchase of new 140 Litre red lid bins, approx. 19,461.	Lid colour on 140L general waste	Dark Green Lids
Any other relevant information included in your Better Bins Program application?	Audit will identify further replacments	N/A			Don't know until the new program comes out	The City will be going straight to a FOGO system. -Rollout the program across the whole City together. -Education program will begin 12 months prior. -All collection will be in-house.
Other comments	Upgrade requests process/policy to be determined	N/A	Recycling – yellow (no change)			

Other information to be determined in order to progress with costing the roll out of bins/caddies						
	Kalamunda	Bayswater	Bassendean	Belmont	Mundaring	Swan
Number of kitchen caddies required?	23,050	There are currently 32,746 services however there should also be an additional contingency of ~1,000 for new services, or to replace caddies that go missing (i.e. rental properties)	7,750 plus 200-300 spares	Kitchen caddies to match FOGO bins at 19,461, assuming 100% participation rate. Is there any information or recommended % for the uptake?	One per household	64,350
Quantity of caddy liners e.g. 1 or 2 rolls provided or ongoing that can be replenished by going to Council admin or libraries for example	supply 2 rolls initially	Would expect there to be at least 365 bags provided to cover a year. The number of rolls is dependent on the roll size. It is expected that residents will be able to obtain additional rolls from the libraries and admin.	1 roll of 100 liners delivered with bin. Replacements through library or admin	2 rolls of liners to be distributed initially (TBC). Further distribution is likely to follow the common model of collection from Admin Building or Library, however a delivery system could be considered, perhaps annually along with the	Ongoing	Ongoing Available from Libraries & Community Centres
Note that we have assumed that the removal of old bins will be at each Council's own cost, not EMRC's cost.		N/A		Agreed, this needs to be part of the roll out methodology using the same contractor for delivery and retrieval.	If EMRC or better bins program doesn't pay for 140L bin lid change then we may leave dark green or change to red on	Bin lid replacement will be completed by City of Swan staff.
Other issues raised		Is the rollout of compostable dog bags in all parks/ reserves being considered at the same time?	Better Bins v2 FOGO to be applied for when available			

Draft Implementation Timeline for Permanent FOGO Facility

Item	EMRC FOGO Processing Tender Timeline	Commencement	Completion
1	Sourcing of engineering service provider for specification and scope development, probity advisor and legal advisor	7-Feb-20	9-Mar-20
2	Council endorsement of Acceptable Tenderer list	3-Feb-20	21-Feb-20
3	Formation of tender evaluation team (WAC Officers or delegates, others)		5-Mar-20
4	Specification and scope development workshop	12-Mar-20	13-Mar-20
5	Invite potential tenderers to provide the technology options and lesson learnt	10-Mar-20	12-Mar-20
6	Drafting of specification and scope development	13-Mar-20	3-Apr-20
7	Management of change process for high risk issues, review and completion	13-Mar-20	3-Apr-20
8	Drafting of commercial requirements ie pricing model and table for tender documentation	20-Mar-20	3-Apr-20
9	Drafting of tender criteria (compliance and qualitative) for tender documentation	3-Apr-20	14-Apr-20
10	Drafting of contract documentation	3-Apr-20	21-Apr-20
11	Draft full tender documentation which includes Specification and Scope, commercial requirements and evaluation criteria for review	20-Apr-20	27-Apr-20
12	Tender Documentation workshop to review, amend and endorse documentation		30-Apr-20
13	Tender documentation preparation and compilation process	1-May-20	7-May-20
14	Tender documentation approval sign off by relevant EMRC officers	8-May-20	12-May-20
15	Tender Go Live		16-May-20
16	Mandatory site briefing/visit		21-May-20
17	Tender Closed (15 weeks)		29-Aug-20
18	Tender opening and tender compliance review process	31-Aug-20	4-Sep-20
19	Tender Evaluation Committee briefing workshop		10-Sep-20
20	Tender evaluation process	7-Sep-20	25-Sep-20
21	Compilation of the evaluation scoring	28-Sep-20	2-Oct-20
22	Collective bid and draft recommendation report review and finalisation workshop		9-Oct-20
23	Evaluation and Recommendation Report completed		14-Oct-20
24	Shortlisting Recommendation Report to CEO for approval	14-Oct-20	21-Oct-20
25	Member Council Briefings	19-Oct-20	4-Nov-20
26	Preparation of site visits to short listed Reference Facilities	21-Oct-20	26-Oct-20
27	Visits to short listed Contractor reference sites – maximum of 2	5-Nov-20	16-Nov-20

Item	EMRC FOGO Processing Tender Timeline	Commencement	Completion
28	Commence contract negotiation with potential shortlisted Contractor as required	14-Oct-20	27-Nov-20
29	Finalise Recommendation Report to award contract		27-Nov-20
30	Finalised Recommendation Report to CEO for approval	27-Nov-20	30-Nov-20
30	WAC Agenda deadline		30-Nov-20
31	WAC Agenda Review Meeting		5-Dec-20
32	WAC Meeting (Special)		10-Dec-20
33	Council Agenda deadline		6-Jan-21
34	Council Agenda Review Meeting		13-Jan-21
35	Council Meeting (Special Meeting)		21-Jan-21
36	Contract Award - Approval date		26-Jan-21
37	Contract approved by both parties		8-Feb-21
38	Contract kick off meeting		9-Feb-21



11.3 ITEMS CONTAINED IN THE INFORMATION BULLETIN

REFERENCE: D2020/03982

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

1. WASTE SERVICES

1.1 COUNCIL TONNAGE COMPARISONS AS AT 31 JANUARY 2020 (Ref: D2020/03983)

RECOMMENDATION

That the Waste Advisory Committee notes the items contained in the Information Bulletin accompanying the 5 March 2020 Waste Advisory Committee Agenda.

WAC RESOLUTION(S)

MOVED MR PEARSON SECONDED CR JOHNSON

THAT THE WASTE ADVISORY COMMITTEE NOTES THE ITEMS CONTAINED IN THE INFORMATION BULLETIN ACCOMPANYING THE 5 MARCH 2020 WASTE ADVISORY COMMITTEE AGENDA.

CARRIED UNANIMOUSLY



12 REPORTS OF DELEGATES

Nil

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

Nil

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

Nil

15 FUTURE MEETINGS OF THE WASTE ADVISORY COMMITTEE

The next meeting of the Waste Advisory Committee will be held on **Thursday, 2 April 2020 (if required)** at the EMRC Administration Office, 1st Floor, 226 Great Eastern Highway, Belmont WA 6104 commencing at 5:00pm.

Future Meetings 2020

Thursday	2 April	(if required)	at	EMRC Administration Office
Thursday	7 May	(if required)	at	EMRC Administration Office
Thursday	4 June	(if required)	at	EMRC Administration Office
Thursday	9 July	(if required)	at	EMRC Administration Office
Thursday	6 August	(if required)	at	EMRC Administration Office
Thursday	3 September	(if required)	at	EMRC Administration Office
Thursday	8 October	(if required)	at	EMRC Administration Office
Thursday	19 November	(if required)	at	EMRC Administration Office

16 DECLARATION OF CLOSURE OF MEETING

There being no further business the meeting was closed at 6:32pm.