



INFORMATION BULLETIN

Accompanying the
Ordinary Meeting of Council Agenda

21 May 2020

COUNCIL INFORMATION BULLETIN

21 MAY 2020

(REF: D2020/08266)

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1.1 REGISTER OF COUNCIL RESOLUTIONS 2020

REFERENCE: D2020/08337

PURPOSE OF REPORT

The purpose of this report is to present to Council a list of Council resolutions for the calendar year and update Council on their progress.

KEY POINT(S)

- Historical review of Council's decisions throughout a calendar year.
- Enable current and new Councillors to review previous decisions made.

SOURCE OF REPORT

Chief Financial Officer

BACKGROUND

One of the characteristics often associated with transparency in local government is to keep Council and members of the public informed. This can be achieved by providing knowledge regarding Council resolutions in a useful manner and readily accessible manner. As a local government, the EMRC will actively seek methods to do its business in a transparent and accountable manner where everyone can see what is happening.

With this in mind, the EMRC seeks to build the faith of its stakeholders and build trust with those we serve in the community.

REPORT

The attachment provides a list of Council resolutions made during the calendar year to improve transparency and accountability. It is intended that the register is reported back to Council at each ordinary meeting of Council going forward.

STRATEGIC/POLICY IMPLICATIONS

Key Result Area 3 - Good Governance

- 3.3 To provide responsible and accountable governance and management of the EMRC

FINANCIAL IMPLICATIONS

As reported.

SUSTAINABILITY IMPLICATIONS

The implementation of Council's resolutions were exercised in accordance with Council's direction for the benefit and sustainability of the EMRC and Perth's Eastern Region.



Item 1.1 continued

MEMBER COUNCIL IMPLICATIONS

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

ATTACHMENT(S)

Register of Council Resolutions 2020 (D2020/08351)

COUNCIL RESOLUTIONS REGISTER 2020

DATE	RESOLUTIONS	STATUS
1. 16 APRIL 2020	<p>14 MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN</p> <p>14.1 NOTICE OF MOTION RECEIVED FROM CR JOHN DAW</p> <p>THAT COUNCIL:</p> <ol style="list-style-type: none"> 1. TEMPORARILY REDUCES TO ZERO, THE SECONDARY WASTE RESERVE CHARGE APPLIED TO LANDFILL TONNAGES FROM MEMBER COUNCILS FOR THE 2020/2021 FINANCIAL YEAR TO ASSIST MEMBER COUNCILS WITH THEIR RESPONSES TO THE CORONA VIRUS PANDEMIC. 2. BY ABSOLUTE MAJORITY, IN ACCORDANCE WITH S6.16(1) OF THE <i>LOCAL GOVERNMENT ACT 1995</i>, ADOPTS THE SECONDARY WASTE CHARGE RATE OF \$0.00/ TONNE ON EACH TONNE OF MEMBER COUNCIL WASTE FOR 2020/2021 AND THE SECONDARY WASTE CHARGE IS TO BE REINSTATED AT \$38.00/TONNE FROM 1 JULY 2021 UNTIL FURTHER CONSIDERATION. 3. BY ABSOLUTE MAJORITY, THE EMRC DECLARE A DIVIDEND OF \$5M TO BE FUNDED BY \$2.5M FROM MUNICIPAL FUND BASED ON ESTIMATED 2019/2020 OPERATING SURPLUSES, AND IN ACCORDANCE WITH S.6.11(2)(B) OF THE <i>LOCAL GOVERNMENT ACT 1995</i>, A DISTRIBUTION OF \$2.5M FROM THE FUTURE DEVELOPMENT RESERVE. 4. THE DIVIDEND IS PAYABLE TO EACH MEMBER COUNCIL ON OR BEFORE JUNE 30 2020 BASED ON THE COUNCIL'S SHAREHOLDING AS PER THE LAST AUDITED ACCOUNTS BEING 30 JUNE 2019. 5. CONFIRMS, IN ACCORDANCE WITH R.18(C) OF THE <i>LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996</i>, THAT THE EMRC IS NOT REQUIRED TO GIVE LOCAL PUBLIC NOTICE OF A PROPOSED CHANGE OF USE OF MONEY IN A RESERVE ACCOUNT DUE THE SATISFACTION OF THE FOLLOWING CONDITIONS: <ol style="list-style-type: none"> a. A DECISION TO CHANGE THE USE OF THE MONEY IS MADE WHILE THERE IS IN FORCE A STATE OF EMERGENCY DECLARATION APPLYING TO THE DISTRICT, OR PART OF THE DISTRICT, OF THE LOCAL GOVERNMENT; b. THE EMRC CONSIDERS THAT THE CHANGE OF USE IS REQUIRED TO ADDRESS A NEED ARISING FROM THE HAZARD, OR FROM THE IMPACT OR CONSEQUENCES OF THE HAZARD, TO WHICH THE STATE OF EMERGENCY DECLARATION RELATES; c. THE DECISION AND THE REASONS FOR IT ARE TO BE RECORDED IN THE MINUTES OF THE MEETING AT WHICH THE DECISION IS MADE. <p style="text-align: right;">MOTION LOST 5/7</p> <p style="text-align: right;"><i>Cr Hamilton, Powell, Wolff, Boyd, O'Connor, Congerton, Zannino voted against</i></p>	NOTED

DATE	RESOLUTIONS	STATUS
2. 16 APRIL 2020	<p>14.1 NOTICE OF ALTERNATE MOTION RECEIVED FROM CR CONGERTON THAT COUNCIL:</p> <ol style="list-style-type: none"> 1. NOT ADJUST THE SECONDARY WASTE RESERVE CHARGE APPLIED TO LANDFILL TONNAGES FROM MEMBER COUNCILS FOR THE 2020/2021 FINANCIAL YEAR. 2. BY ABSOLUTE MAJORITY, THE EMRC DECLARE A DIVIDEND OF \$5M TO BE FUNDED BY \$2.5M FROM MUNICIPAL FUND BASED ON ESTIMATED 2019/2020 OPERATING SURPLUSES, AND IN ACCORDANCE WITH S.6.11(2)(B) OF THE <i>LOCAL GOVERNMENT ACT 1995</i>, A DISTRIBUTION OF \$2.5M FROM THE FUTURE DEVELOPMENT RESERVE. 3. THE DIVIDEND IS PAYABLE TO EACH MEMBER COUNCIL ON OR BEFORE JUNE 30 2020 BASED ON THE COUNCILS SHAREHOLDING AS PER THE LAST AUDITED ACCOUNTS BEING 30 JUNE 2019. 4. CONFIRMS, IN ACCORDANCE WITH R.18(C) OF THE <i>LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996</i>, THAT THE EMRC IS NOT REQUIRED TO GIVE LOCAL PUBLIC NOTICE OF A PROPOSED CHANGE OF USE OF MONEY IN A RESERVE ACCOUNT DUE THE SATISFACTION OF THE FOLLOWING CONDITIONS: <ol style="list-style-type: none"> a. A DECISION TO CHANGE THE USE OF THE MONEY IS MADE WHILE THERE IS IN FORCE A STATE OF EMERGENCY DECLARATION APPLYING TO THE DISTRICT, OR PART OF THE DISTRICT, OF THE LOCAL GOVERNMENT; b. THE EMRC CONSIDERS THAT THE CHANGE OF USE IS REQUIRED TO ADDRESS A NEED ARISING FROM THE HAZARD, OR FROM THE IMPACT OR CONSEQUENCES OF THE HAZARD, TO WHICH THE STATE OF EMERGENCY DECLARATION RELATES; c. THE DECISION AND THE REASONS FOR IT ARE TO BE RECORDED IN THE MINUTES OF THE MEETING AT WHICH THE DECISION IS MADE. 5. NOTE THE REASON FOR CHANGING THE ORIGINAL RECOMMENDATION IS TO RESPOND TO THE CURRENT GLOBAL COVID-19 PANDEMIC BY PROVIDING FINANCIAL AND ECONOMIC BENEFIT TO MEMBER COUNCILS, THEIR RATEPAYERS AND COMMUNITIES. <p style="text-align: right;">CARRIED UNANIMOUSLY</p>	IN PROGRESS
3. 19 MARCH 2020	<p>7 APPLICATIONS FOR LEAVE OF ABSENCE 7.1 CR MEL CONGERTON - LEAVE OF ABSENCE THAT COUNCIL APPROVE APPLICATIONS FOR LEAVE OF ABSENCE FOR CR CONGERTON FROM 23 MARCH 2020 TO 27 MARCH 2020 INCLUSIVE.</p>	NOTED
4. 19 MARCH 2020	<p>9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS 9.1 MINUTES OF ORDINARY MEETING OF COUNCIL HELD ON 20 FEBRUARY 2020 THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 20 FEBRUARY 2020 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.</p>	NOTED
5. 19 MARCH 2020	<p>14.1 LIST OF ACCOUNTS PAID DURING THE MONTH OF JANUARY 2020 (D2020/04645) THAT COUNCIL NOTES THE CEO'S LIST OF ACCOUNTS FOR JANUARY 2020 PAID UNDER DELEGATED POWER IN ACCORDANCE WITH REGULATION 13(1) OF THE <i>LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996</i>, FORMING THE ATTACHMENT TO THIS REPORT TOTTALLING \$11,320,209.95.</p>	NOTED
6. 19 MARCH 2020	<p>14.2 FINANCIAL REPORT FOR PERIOD ENDED 31 JANUARY 2020 (D2020/04668) THAT COUNCIL RECEIVES THE STATEMENT OF COMPREHENSIVE INCOME, CAPITAL EXPENDITURE STATEMENT, STATEMENT OF FINANCIAL POSITION, STATEMENT OF CASH AND INVESTMENTS AND THE INVESTMENT REPORT FOR THE PERIOD ENDED 31 JANUARY 2020.</p>	NOTED

DATE	RESOLUTIONS	STATUS
7. 19 MARCH 2020	<p>14.3 MANAGEMENT OF AGENDAS AND MINUTES (D2020/05037)</p> <p>THAT COUNCIL:</p> <ol style="list-style-type: none"> 1. RECEIVES THE OUTCOME OF THE INVESTIGATION DETAILED IN THIS REPORT. 2. BY ABSOLUTE MAJORITY IN ACCORDANCE WITH SECTION 6.8(1)(B) OF THE <i>LOCAL GOVERNMENT ACT 1995</i> AUTHORISES AN EXPENDITURE UP TO THE AMOUNT SPECIFIED IN THIS REPORT FOR THE PROCUREMENT OF AN ELECTRONIC AGENDA, MINUTES AND ATTACHMENTS DISTRIBUTION PLATFORM FROM QUOTE 1. 3. THE IDENTITY OF THE SUCCESSFUL QUOTE AND THE QUOTED AMOUNT BE REDACTED FOR COMMERCIAL REASONS AND REMAIN CONFIDENTIAL UNTIL SUCH TIME THAT THE PROCUREMENT OF THE PRODUCT AND SERVICE HAS BEEN COMPLETED. 	IN PROGRESS
8. 19 MARCH 2020	<p>14.4 AUDIO RECORDING OF COUNCIL AND COMMITTEES (D2020/05029)</p> <p>THAT COUNCIL:</p> <ol style="list-style-type: none"> 1. RECEIVES THE OUTCOME OF THE INVESTIGATION UNDERTAKEN AS DETAILED IN THIS REPORT. 2. IN ACCORDANCE WITH CLAUSE 5.14(2) OF THE <i>EMRC STANDING ORDERS 2013</i> RESOLVES TO AUDIO RECORD ALL COUNCIL MEETINGS THAT ARE OPEN TO THE PUBLIC. 3. RESOLVED THAT RECORDING DOES NOT OCCUR BEHIND CLOSED DOORS. 4. AUTHORISES PUBLIC ACCESS TO AUDIO RECORDINGS OF EACH OF THE COUNCIL MEETINGS THAT ARE OPEN TO THE PUBLIC AND BE PLACED ON THE COUNCIL'S WEBSITE. 5. ADOPTS THE COUNCIL POLICY 2.2 AUDIO RECORDING OF COUNCIL MEETINGS POLICY AS AMENDED AS AT 19 MARCH 2020, FORMING THE ATTACHMENT TO THIS REPORT. 	ACTIONED
9. 19 MARCH 2020	<p>14.5 ITEMS CONTAINED IN THE INFORMATION BULLETIN (D2020/05050)</p> <p>THAT COUNCIL NOTES THE ITEMS CONTAINED IN THE INFORMATION BULLETIN ACCOMPANYING THE 20 FEBRUARY 2020 ORDINARY MEETING OF COUNCIL AGENDA.</p>	NOTED
10. 19 MARCH 2020	<p>15.2 WASTE ADVISORY COMMITTEE MEETING HELD 5 MARCH 2020</p> <p>11.1 REQUEST FOR TENDER 2020-001 EARTHWORKS FOR DEVELOPMENT OF LOTS 8, 9 & 10 (D2020/03984 (WAC) – D202/05263)</p> <p>THAT:</p> <ol style="list-style-type: none"> 1. COUNCIL AWARD TENDER RFT 2020-001 – EARTHWORKS FOR DEVELOPMENT OF LOTS 8, 9 & 10 TO TENDERER B FOR \$2,537,960.85 (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 B IN ACCORDANCE WITH THEIR SUBMITTED TENDER, SUBJECT TO ANY MINOR VARIATIONS THAT MAY BE AGREED ON BETWEEN THE CEO AND TENDERER B. 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 	IN PROGRESS

DATE	RESOLUTIONS	STATUS
11. 19 MARCH 2020	<p>11.2 MEMBER COUNCIL REQUIREMENTS FOR BINS AND CADDIES FOR THE IMPLEMENTATION OF FOOD ORGANICS AND GARDEN ORGANICS (FOGO) (D2020/04228 (WAC) – D2020/05271)</p> <p>THAT COUNCIL:</p> <ol style="list-style-type: none"> 1. DECLARES ON THIS DAY 19 MARCH 2020, A DISTRIBUTION TOTTALING \$13,789,200 FROM THE SECONDARY WASTE RESERVE TO BE DISTRIBUTED TO ALL MEMBERS COUNCIL ON OR BEFORE 30 JUNE 2020. 2. AUTHORISES THE DISTRIBUTION TO THE RESPECTIVE PARTICIPANTS OF THE EMRC: <ol style="list-style-type: none"> a. BE BASED ON \$100 PER HOUSEHOLD; AND b. FOLLOWING THE NEXT CENSUS IN 2021 AN ADJUSTMENT DISTRIBUTION BE MADE BASED ON REVISED NUMBER OF HOUSEHOLDS PER MEMBER COUNCIL. 3. AGREES THE DISTRIBUTION OF FUNDS TO THE RESPECTIVE MEMBER COUNCILS IS TO ASSIST AND SUPPORT THE IMPLEMENTATION OF FOGO RECOVERY PROGRAM INCLUDING THE COST OF BINS, KITCHEN CADDIES AND FIRST YEAR CADDY LINERS IN LINE WITH THE SECONDARY WASTE TREATMENT OF HOUSEHOLD MUNICIPAL WASTE. SHOULD A MEMBER COUNCIL DECIDE NOT TO PROCEED WITH THE FOGO PROGRAM, DISTRIBUTED FUNDS ARE TO BE REFUNDED TO THE SECONDARY WASTE RESERVE. 4. 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. 	IN PROGRESS
12. 19 MARCH 2020	<p>11.3 ITEMS CONTAINED IN THE INFORMATION BULLETIN (D2020/03982)</p> <p>THAT THE WASTE ADVISORY COMMITTEE NOTES THE ITEMS CONTAINED IN THE INFORMATION BULLETIN ACCOMPANYING THE 5 MARCH 2020 WASTE ADVISORY COMMITTEE AGENDA.</p>	NOTED
13. 19 MARCH 2020	<p>15.3 AUDIT COMMITTEE MEETING HELD 5 MARCH 2020</p> <p>11.1 HALF YEAR BUDGET REVIEW 2019/2020 (D2020/00413 (AC) – D2020/00413)</p> <p>THAT COUNCIL, BY AN ABSOLUTE MAJORITY IN ACCORDANCE WITH THE PROVISIONS OF THE LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996 R.33A, ADOPTS THE REVIEW OF THE 2019/2020 BUDGET AND APPROVES ITS SUBMISSION TO THE DEPARTMENT OF LOCAL GOVERNMENT, SPORT AND CULTURAL INDUSTRIES WITHIN 30 DAYS.</p>	ACTIONED
14. 19 MARCH 2020	<p>11.2 COMPLIANCE AUDIT RETURN 2019 (D2020/00414 (AC) – D2020/00414)</p> <p>THAT COUNCIL ADOPTS THE DRAFT COMPLIANCE AUDIT RETURN 2019, FORMING AN ATTACHMENT TO THIS REPORT, THAT IT BE CERTIFIED BY THE CHAIRMAN AND CHIEF EXECUTIVE OFFICER AND SUBMITTED TO THE DEPARTMENT OF LOCAL GOVERNMENT, SPORT AND CULTURAL INDUSTRIES BY 31 MARCH 2020.</p>	ACTIONED

DATE	RESOLUTIONS	STATUS
15. 19 MARCH 2020	<p>17 MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN</p> <p>17.1 NOTICE OF MOTION RECEIVED FROM CR JOHN DAW</p> <p>THAT COUNCIL:</p> <ol style="list-style-type: none"> 1. IN ACCORDANCE WITH S.5.21(4)(B) OF THE <i>LOCAL GOVERNMENT ACT 1995</i>, RESOLVES TO RECORD THE VOTE OF ALL MEMBERS PRESENT ON ALL MATTERS VOTED AT A MEETING OF COUNCIL OR COMMITTEES OF COUNCIL, UNLESS THE VOTE IS CARRIED UNANIMOUSLY OR BY SECRET BALLOT OR OTHERWISE PROHIBITED BY THE <i>LOCAL GOVERNMENT ACT 1995</i> AND ASSOCIATED REGULATIONS. 2. INSTRUCTS THE PRESIDING MEMBER TO CAUSE THE VOTE OR VOTES TO BE RECORDED IN THE MINUTES. 	ACTIONED
16. 19 MARCH 2020	<p>19 CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC</p> <p>THAT WITH THE EXCEPTION OF THE PERSONAL ASSISTANT TO THE CHIEF EXECUTIVE OFFICER THE MEETING BE CLOSED TO MEMBERS OF THE PUBLIC IN ACCORDANCE WITH SECTION 5.23 (2) OF THE <i>LOCAL GOVERNMENT ACT 1995</i> FOR THE PURPOSE OF DEALING WITH MATTERS OF A CONFIDENTIAL NATURE</p>	NOTED
17. 19 MARCH 2020	<p>19.1 ITEM 15.1 OF THE CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE MINUTES – SELECTION OF FACILITATOR FOR THE CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW PROCESS (D2020/00467 (CEOPRC) – D2020/04781)</p> <p>THAT:</p> <ol style="list-style-type: none"> 1. COUNCIL AWARD THE CONSULTANCY FOR FACILITATING THE CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW TO DOCTOR JUDE BALM OF INFINITY TRAINING AUSTRALIA. 2. THE REPORT REMAINS CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CHIEF EXECUTIVE OFFICER. 	ACTIONED
18. 19 MARCH 2020	<p>19.2 ITEM 15.2 OF THE CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE MINUTES – CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW PROCESS FOR 2020 (D2020/01385 (CEOPRC) – D2020/04784)</p> <p>THAT:</p> <ol style="list-style-type: none"> 1. COUNCIL ENDORSE THE TIMETABLE FOR UNDERTAKING THE CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW PROCESS FOR 2020 AS OUTLINED WITHIN THIS REPORT. 2. THE REPORT AND ATTACHMENT REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO. 	ACTIONED
19. 20 FEBRUARY 2020	<p>9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS</p> <p>9.1 MINUTES OF ORDINARY MEETING OF COUNCIL HELD ON 5 DECEMBER 2019</p> <p>THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 5 DECEMBER 2019 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.</p>	NOTED
20. 20 FEBRUARY 2020	<p>9.2 MINUTES OF SPECIAL MEETING OF COUNCIL HELD ON 23 JANUARY 2020</p> <p>THAT THE MINUTES OF THE SPECIAL MEETING OF COUNCIL HELD ON 23 JANUARY 2020 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.</p>	NOTED
21. 20 FEBRUARY 2020	<p>9.3 MINUTES OF SPECIAL MEETING OF COUNCIL HELD ON 6 FEBRUARY 2020</p> <p>THAT THE MINUTES OF THE SPECIAL COUNCIL MEETING HELD ON 6 FEBRUARY 2020 WHICH HAVE BEEN DISTRIBUTED BE CONFIRMED, SUBJECT TO AMENDMENT OF:</p> <p><i>ITEM 19.1 THE FOLLOWING RESOLUTION IS TO BE ADDED FIRST:</i></p> <p><i>MOVED CR O'CONNOR SECONDED CR BOYD</i></p> <p><i>THAT THE DIRECTOR ASSET SERVICES OF THE CITY OF KALAMUNDA BE ALLOWED TO ADDRESS THE MEETING.</i></p>	NOTED

DATE		RESOLUTIONS	STATUS
22.	20 FEBRUARY 2020	<p>14 REPORTS OF EMPLOYEES</p> <p>14.1 LIST OF ACCOUNTS PAID DURING THE MONTHS OF NOVEMBER AND DECEMBER 2019 (D2019/18490)</p> <p>THAT COUNCIL NOTES THE CEO'S LIST OF ACCOUNTS FOR NOVEMBER AND DECEMBER 2019 PAID UNDER DELEGATED POWER IN ACCORDANCE WITH REGULATION 13(1) OF THE <i>LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996</i>, FORMING THE ATTACHMENT TO THIS REPORT TOTALLING \$22,623,589.15.</p>	NOTED
23.	20 FEBRUARY 2020	<p>14.2 FINANCIAL REPORT FOR PERIOD ENDED 30 NOVEMBER 2019 (D2019/18491)</p> <p>THAT COUNCIL RECEIVES THE STATEMENT OF COMPREHENSIVE INCOME, CAPITAL EXPENDITURE STATEMENT, STATEMENT OF FINANCIAL POSITION, STATEMENT OF CASH AND INVESTMENTS AND THE INVESTMENT REPORT FOR THE PERIOD ENDED 30 NOVEMBER 2019.</p>	NOTED
24.	20 FEBRUARY 2020	<p>14.3 FINANCIAL REPORT FOR PERIOD ENDED 31 DECEMBER 2019 (D2019/18491)</p> <p>THAT COUNCIL RECEIVES THE STATEMENT OF COMPREHENSIVE INCOME, CAPITAL EXPENDITURE STATEMENT, STATEMENT OF FINANCIAL POSITION, STATEMENT OF CASH AND INVESTMENTS AND THE INVESTMENT REPORT FOR THE PERIOD ENDED 31 DECEMBER 2019.</p>	NOTED
25.	20 FEBRUARY 2020	<p>14.4 REVIEW OF DELEGATED POWERS AND DUTIES (D2019/00720)</p> <p>THAT COUNCIL RE-AFFIRMS THE DELEGATED POWERS AND DUTIES AS LISTED IN THE REPORT.</p>	NOTED
26.	20 FEBRUARY 2020	<p>14.5 LAND ALLOCATION FOR PROPOSED PEPPERCORN LEASE(S) OF A PORTION OF RED HILL WASTE MANAGEMENT FACILITY AND HAZELMERE RESOURCE RECOVERY PARK (D2020/02321)</p> <p>THAT COUNCIL:</p> <ol style="list-style-type: none"> 1. APPROVES IN-PRINCIPLE SUPPORT FOR A PEPPERCORN LEASE OF APPROXIMATELY 0.4 HECTARES OF UNIMPROVED LAND WITHIN LOT 2 TOODYAY ROAD, RED HILL AND LOT 301, LAKES ROAD HAZELMERE FOR THE ESTABLISHMENT OF CDS REFUND POINT AND AGGREGATION POINTS. 2. AUTHORISES THE CEO TO ENTER INTO NEGOTIATIONS WITH A NOT-FOR-PROFIT ORGANISATION(S) THAT HAS BEEN RECOMMENDED BY WARRRL, FOR THE PURPOSE OF OPERATING A CDS REFUND AND AGGREGATION POINT AT EACH OF ABOVE LOCATIONS. 	IN PROGRESS
27.	20 FEBRUARY 2020	<p>14.6 ITEMS CONTAINED IN THE INFORMATION BULLETIN (D2019/02338)</p> <p>THAT COUNCIL NOTES THE ITEMS CONTAINED IN THE INFORMATION BULLETIN ACCOMPANYING THE 20 FEBRUARY 2020 ORDINARY MEETING OF COUNCIL AGENDA.</p>	NOTED

DATE	RESOLUTIONS	STATUS
28. 20 FEBRUARY 2020	<p>15 REPORTS OF COMMITTEES</p> <p>15.1 WASTE ADVISORY COMMITTEE MEETING HELD 13 FEBRUARY 2020 (REFER TO MINUTES OF COMMITTEE) (D2020/00688 (WAC) – D2020/01091)</p> <p>THAT COUNCIL ADOPTS THE RECOMMENDATIONS IN THE WASTE ADVISORY COMMITTEE REPORTS (SECTION 15.1).</p> <p>11 REPORTS OF EMPLOYEES</p> <p>11.1 2019 WASTE AUDIT RESULTS (D2020/00720 (WAC) – D2020/02378)</p> <p>THAT:</p> <ol style="list-style-type: none"> 1. THE REPORT BE RECEIVED. 2. THE RESULTS FROM THE 2019 WASTE AUDIT BE USED IN THE TENDER PROCESS FOR A FOGO PROCESSING FACILITY AND IN THE FOGO MODELLING STUDY. <p>11.2 EXPRESSION OF INTEREST – EOI2019-007 EMRC FOOD ORGANICS, GARDEN ORGANICS (FOGO) PROCESSING REFERENCE: D2020/00713 (WAC) – D2020/02381</p> <p>THAT:</p> <ol style="list-style-type: none"> 1. THE FOLLOWING RESPONDENTS TO THE EXPRESSION OF INTEREST ARE LISTED AS ACCEPTABLE TENDERERS: <ol style="list-style-type: none"> 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: <ol style="list-style-type: none"> 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 FEASABILITY 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. 	<p>NOTED</p> <p>NOTED</p> <p>IN PROGRESS</p>
29. 20 FEBRUARY 2020	<p>17 MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN</p> <p>17.1 NOTICE OF MOTION RECEIVED FROM CR FILOMENA PIFFARETTI</p> <p>THAT COUNCIL REQUEST THE CHIEF EXECUTIVE OFFICER INVESTIGATE THE NECESSARY ARRANGEMENTS AND COSTS TO ENABLE AUDIO RECORDINGS OF COUNCIL AND COMMITTEE MEETINGS OPEN TO THE PUBLIC AND THAT THE AUDIO RECORDINGS OF EACH OF THE MEETINGS OPEN TO THE PUBLIC BE PLACED ON THE COUNCIL'S WEBSITE TO ENABLE PUBLIC ACCESS FOR A REPORT TO BE BROUGHT BACK TO COUNCIL AT THE NEXT MEETING OF COUNCIL.</p>	<p>ACTIONED</p>

DATE	RESOLUTIONS	STATUS
30. 6 FEBRUARY 2020	<p>CONFIDENTIAL REPORT</p> <p>15.1 CONTAINER DEPOSIT SCHEME (CDS) REFUND AND AGGREGATION POINTS (D2020/01257)</p> <p>THAT COUNCIL:</p> <ol style="list-style-type: none"> 1. APPROVES THE ATTACHED CONTAINER DEPOSIT SCHEME (CDS) REFUND AND AGGREGATION POINTS BUSINESS PLAN 2020 FORMING A CONFIDENTIAL ATTACHMENT TO THIS REPORT. 2. BY ABSOLUTE MAJORITY, APPROVES UNBUDGETED EXPENDITURE FROM THE SECONDARY WASTE RESERVE, TO THE MAXIMUM VALUE OF \$3,570,000 EX GST FOR RELEVANT CDS PLANT, EQUIPMENT AND INFRASTRUCTURE. 3. AUTHORISES THE CEO TO ENTER INTO THE REFUND POINT AGREEMENT WITH WARRRL FOR THE NOMINATED REFUND/AGGREGATION POINTS AS OUTLINED IN THE BUSINESS PLAN. 4. AUTHORISES THE CEO TO ENTER INTO ANY LAND USE AGREEMENT(S) AS REQUIRED AS PART OF THE BUSINESS PLAN. 5. THE REPORT AND ATTACHMENT REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO. 	NOTED
31. 23 JANUARY 2020	<p>13 REPORTS OF EMPLOYEES</p> <p>13.1 CONTAINER DEPOSIT SCHEME (CDS) REFUND AND AGGREGATION POINTS (D2020/00064)</p> <p>THAT COUNCIL:</p> <ol style="list-style-type: none"> 1. APPROVES THE ATTACHED CONTAINER DEPOSIT SCHEME (CDS) REFUND AND AGGREGATION POINTS BUSINESS PLAN 2020 FORMING A CONFIDENTIAL ATTACHMENT TO THIS REPORT. 2. BY ABSOLUTE MAJORITY, APPROVES UNBUDGETED EXPENDITURE FROM THE SECONDARY WASTE RESERVE, TO THE MAXIMUM VALUE OF \$3,570,000 EX GST FOR RELEVANT CDS PLANT, EQUIPMENT AND INFRASTRUCTURE. 3. AUTHORISES THE CEO TO ENTER INTO THE REFUND POINT AGREEMENT WITH WARRRL FOR THE NOMINATED REFUND/AGGREGATION POINTS AS OUTLINED IN THE BUSINESS PLAN. 4. AUTHORISES THE CEO TO ENTER INTO ANY LAND USE AGREEMENT(S) AS REQUIRED AS PART OF THE BUSINESS PLAN. 5. REQUESTS THAT THE CEO CONTINUES TO EXPLORE OPPORTUNITIES TO DEVELOP FURTHER REFUND AND AGGREGATION POINTS THROUGHOUT THE EMRC REGION, ESPECIALLY IN MEMBER COUNCIL AREAS THAT DO NOT HAVE EMRC CDS REFUND OR AGGREGATION POINTS IN THIS FIRST STAGE OF THE ROLLOUT. <p style="text-align: right;">MOTION LOST 6/6</p>	NOTED



1.2 CEO EXERCISE OF DELEGATED POWERS AND DUTIES

REFERENCE: D2020/07931

PURPOSE OF REPORT

The purpose of this report is to present to Council a list of delegations exercised by the Chief Executive Officer (CEO) in accordance with Council's resolution of 24 March 2016.

KEY POINT(S)

- Council reaffirmed delegations to the CEO and Committees at its meeting of 24 March 2016 and requested a periodic report listing the items approved since the last Ordinary Council meeting.
- The delegations exercised since last reported to Council are detailed within this report.

SOURCE OF REPORT

Chief Executive Officer

BACKGROUND

At the Council meeting held on 24 March 2016 Council conducted its annual review of powers and/or discharge of its duties as delegated to the CEO and Committees, in accordance within s.5.46 of the *Local Government Act 1995*. (Ref: D2016/03708)

As part of that review Council resolved inter alia:

"THAT COUNCIL RECEIVES A REPORT DETAILING THE LIST OF ITEMS APPROVED UNDER DELEGATED AUTHORITY AS THEY ARISE AT THE NEXT ORDINARY MEETING OF COUNCIL."



Item 1.2 continued

REPORT

The following delegated powers or discharge of duties were exercised by the CEO.

Delegation Number	Date of Original Delegation	Description of Delegation	Details of Delegated Powers and Discharge of Duties
C6/2016	23/06/2016	That Council by absolute majority in accordance with section 5.42 of the <i>Local Government Act 1995</i> delegate authority to the Chief Executive Officer to negotiate and enter into contracts for waste disposal related to operations at the Red Hill Waste Management Facility and Hazelmere Resource Recovery Park.	The Waste Supply Agreement between the EMRC and another local government (reference no. D2020/08623) has been extended by 12 months to 30 June 2021 (first one (1) year extension)
C6/2016	23/06/2016	That Council by absolute majority in accordance with section 5.42 of the <i>Local Government Act 1995</i> delegate authority to the Chief Executive Officer to negotiate and enter into contracts for waste disposal related to operations at the Red Hill Waste Management Facility and Hazelmere Resource Recovery Park.	A contract was entered into on 11/03/2020 with a local government for the disposal of waste at the Red Hill Waste Management Facility (reference no. D2020/08610).
C3/2017	18/05/2017	Grant the CEO delegated authority to accept quotations from HAAS or its authorised suppliers for the supply of spare parts and periodic equipment repairs of the HAAS timber grinder.	Purchase of spare parts for the HAAS timber grinder on 01/05/2020. (purchase order no. 52572)

STRATEGIC/POLICY IMPLICATIONS

Key Result Area 3 - Good Governance

3.3 To provide responsible and accountable governance and management of the EMRC

FINANCIAL IMPLICATIONS

As reflected in monthly financial reports.

SUSTAINABILITY IMPLICATIONS

The delegations exercised were in accordance with Council's resolution for the benefit and sustainability of the EMRC and Perth's Eastern Region.



Item 1.2 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)

Nil



1.3 COUNCIL TONNAGE COMPARISONS AS AT 31 MARCH 2020

REFERENCE: D2020/07417 (WAC) – D2020/08335

PURPOSE OF REPORT

The purpose of this report is to provide Council with tonnages and quantities at the Red Hill Waste Management Facility and the Hazelmere Resource Recovery Park for the reporting period of 1 July 2019 to 31 March 2020.

REPORT

Attachment 1 of this report indicates that member Council tonnages totaling 104,129.57 tonnes were received at the Red Hill Waste Management Facility during the reporting period, compared to 104,542.27 tonnes received during the same period in 2018/2019.

Attachment 2 outlines “other” waste that was received at the Red Hill Waste Management Facility being 76,102.48 tonnes compared to 73,192.41 tonnes received during the same period in 2018/2019. The combined tonnages for the reporting period totalled 180,232.05 tonnes compared to 177,734.68 tonnes received in the same period in 2018/2019. This is an increase of 2,497.37 tonnes, or 1.40% due to the increase in Class III contaminated waste.

Attachment 3 outlines the tonnages of various materials that have been exported from the Red Hill Waste Management Facility during the reporting period, compared to the same period in 2018/2019.

Attachment 4 outlines the tonnages and quantities received of waste timber, C&I material and mattresses, plus sales of woodchip/fines at the Hazelmere Resource Recovery Park for the above reporting period.

- Incoming Waste Timber totalled 11,887.43 tonnes compared to 9,628.79 tonnes for the same period in 2018/2019.
- The sale of fines and woodchip totalled 10,496.46 tonnes, compared to 9,187.52 tonnes for the same period in 2018/2019.
- Incoming Commercial and Industrial (C&I) Waste totalled 191.06 tonnes, compared to 422.00 tonnes for the same period in 2018/2019.
- Mattresses incoming totalled 10,812 units compared to 10,251 for the same period in 2018/2019. Note that from 11 December 2019, mattresses received are now being processed off-site by Soft Landing Mattress Recycling.

ATTACHMENT(S)

1. Council Tonnages - 1 July 2019 to 31 March 2020 (Ref: D2020/08331)
2. Other Tonnages - 1 July 2019 to 31 March 2020 (Ref: D2020/08332)
3. Tonnages Exported from Red Hill - 1 July 2019 to 31 March 2020 (Ref: D2020/08333)
4. Hazelmere Resource Recovery Park – Incoming Materials and Product Sales - 1 July 2019 to 31 March 2020 (Ref: D2020/08334)

EASTERN METROPOLITAN REGIONAL COUNCIL

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2019/2020 YTD COUNCIL TONNAGES DISPOSED OF AT RED HILL WASTE MANAGEMENT FACILITY

Week Ending	BAYSWATER				BELMONT			BASSENDEAN			SWAN		KALAMUNDA		MUNDARING		Total
	Waste	MRF	MGB Geenwaste	Uncont Green	Waste	Residual	Uncont Green	Waste	FOGO	Uncont G/W	Waste	Uncont Green	Waste	Uncont Green	Waste	Uncont Green	
09-Jul-19	575.32	71.30	128.05	0.00	297.65	37.95	19.85	145.45	0.00	0.00	1,259.56	9.00	619.88	56.00	297.45	0.00	3,517.46
16-Jul-19	399.17	51.00	83.80	0.00	240.20	69.45	17.75	111.15	0.00	0.00	922.18	9.00	455.08	42.50	215.57	0.00	2,616.85
23-Jul-19	314.15	57.10	124.30	0.00	242.25	74.00	18.60	97.05	0.00	0.00	910.97	7.40	448.08	36.40	229.07	0.00	2,559.37
31-Jul-19	382.85	58.96	110.80	0.00	284.70	74.50	15.40	123.90	0.00	2.75	1,094.15	9.60	493.67	43.25	269.01	0.00	2,963.54
06-Aug-19	249.40	88.68	96.18	0.00	195.35	31.55	3.70	92.90	0.00	0.00	742.48	4.20	345.73	32.05	189.18	0.00	2,071.40
13-Aug-19	312.65	76.66	89.25	0.00	235.15	31.85	24.75	109.85	0.00	0.00	914.60	5.00	434.75	35.35	235.87	0.00	2,505.73
20-Aug-19	315.88	92.68	130.90	0.00	253.15	0.00	14.45	112.65	0.00	1.25	933.12	6.50	437.93	40.95	231.12	0.00	2,570.58
31-Aug-19	487.35	61.27	78.60	0.00	400.40	216.20	46.55	175.55	0.00	0.00	1,502.00	12.80	710.78	69.85	547.62	114.58	4,423.55
10-Sep-19	455.54	63.30	140.70	0.00	321.45	0.00	19.70	153.65	0.00	0.00	1,335.25	8.60	630.52	49.55	388.27	154.65	3,721.18
17-Sep-19	326.65	43.90	146.40	0.00	266.10	106.35	21.55	122.75	0.00	1.50	994.74	8.80	464.36	47.64	371.74	87.27	3,009.75
24-Sep-19	322.74	43.90	123.35	0.00	253.00	120.25	21.95	109.70	0.00	0.00	979.43	9.00	456.86	47.05	329.20	80.81	2,897.24
30-Sep-19	239.10	19.40	124.75	0.00	195.85	34.75	14.50	87.50	0.00	0.00	756.16	9.40	319.49	22.45	238.24	21.20	2,082.79
08-Oct-19	527.97	47.40	138.55	0.00	310.90	0.00	12.05	139.00	0.00	1.45	1,189.40	16.20	585.49	58.40	419.27	0.00	3,446.08
15-Oct-19	319.67	26.00	148.69	0.00	261.15	63.45	14.15	119.75	0.00	0.00	984.53	20.00	468.08	45.15	309.79	0.00	2,780.41
22-Oct-19	330.95	52.97	98.45	0.00	216.45	102.00	18.80	107.80	0.00	0.80	965.87	21.40	455.74	43.35	204.56	0.00	2,619.14
31-Oct-19	734.79	80.13	161.30	0.00	223.25	158.35	18.85	155.05	0.00	0.00	1,305.02	16.00	592.68	59.25	279.60	0.00	3,784.27
05-Nov-19	196.68	30.60	55.35	0.00	101.50	0.00	19.95	94.35	0.00	0.00	549.23	8.80	294.17	29.15	137.88	0.00	1,517.66
12-Nov-19	317.00	53.22	123.50	0.00	177.70	114.80	18.85	156.40	0.00	0.00	946.55	10.60	474.46	37.20	198.46	0.00	2,628.74
19-Nov-19	307.75	70.29	83.40	0.00	237.40	374.06	12.75	164.80	0.00	0.00	918.46	12.40	438.63	35.85	203.40	0.00	2,859.19
30-Nov-19	503.13	305.05	171.65	0.00	345.60	70.10	31.80	276.05	0.00	1.30	1,481.32	22.80	713.27	64.60	326.75	0.00	4,313.42
10-Dec-19	451.16	200.51	151.52	0.00	250.80	36.90	3.20	229.75	0.00	0.00	1,323.08	17.60	652.68	51.99	304.40	0.00	3,673.59
17-Dec-19	314.09	185.29	72.10	0.00	147.85	33.20	12.75	105.90	0.00	1.85	960.22	9.00	394.44	39.30	211.01	0.00	2,487.00
24-Dec-19	315.21	66.56	106.60	0.00	185.65	357.45	9.60	115.75	0.00	0.00	956.55	13.20	500.95	31.90	221.93	0.00	2,881.35
31-Dec-19	369.50	55.32	74.75	0.00	152.85	106.15	9.10	116.40	0.00	0.55	1,010.57	12.40	456.91	12.50	241.82	0.00	2,618.82
Sub-total	9,068.70	1,901.49	2,762.94	0.00	5,796.35	2,213.31	420.60	3,223.10	0.00	11.45	24,935.44	279.70	11,844.63	1,031.68	6,601.21	458.51	70,549.11

EASTERN METROPOLITAN REGIONAL COUNCIL

2019-2020 YTD COUNCIL TONNAGES DISPOSED OF AT RED HILL WASTE MANAGEMENT FACILITY

Week Ending	Bayswater				Belmont			Bassendean			Swan		Kalamunda		Mundaring		Total
	Waste	MRF	MGB Geenwaste	Uncont Green	Waste	Residual	Uncont Green	Waste	FOGO	Uncont Green	Waste	Uncont Green	Waste	Uncont Green	Waste	Uncont Green	
07-Jan-20	350.37	60.32	126.20	0.00	176.60	0.00	9.45	110.35	0.00	0.00	1,016.89	12.20	465.73	20.50	249.27	0.00	2,597.88
14-Jan-20	305.65	43.42	86.05	0.00	170.40	35.60	8.60	103.15	0.00	1.15	914.21	13.40	420.20	34.80	208.47	0.00	2,345.10
21-Jan-20	318.39	29.90	107.65	0.00	184.15	102.25	12.20	101.45	0.00	0.00	932.02	13.00	437.03	30.25	212.87	0.00	2,481.16
31-Jan-20	487.53	56.67	145.20	0.00	247.35	478.80	28.10	161.05	0.00	0.00	1,417.64	18.20	673.16	47.70	313.40	0.00	4,074.80
11-Feb-20	467.89	165.34	119.00	0.00	350.95	0.00	11.35	153.55	0.00	1.15	1,327.98	17.80	659.57	44.95	300.76	0.00	3,620.29
18-Feb-20	317.73	168.51	109.95	0.00	230.30	34.70	14.40	101.45	0.00	1.00	914.75	7.40	419.45	39.05	202.37	0.00	2,561.06
25-Feb-20	325.55	113.44	79.20	0.00	76.05	74.00	12.05	104.70	0.00	0.65	915.74	7.80	449.10	32.15	212.27	0.00	2,402.70
29-Feb-20	191.68	50.75	70.65	0.00	320.25	63.90	13.25	57.05	0.00	0.00	532.58	4.40	229.65	19.10	122.62	0.00	1,675.88
3-Mar-20	158.42	12.52	45.00	0.00	108.40	0.00	0.00	46.40	0.00	0.00	398.67	6.80	181.24	7.00	97.14	0.00	1,061.59
10-Mar-20	442.45	116.46	89.40	0.00	623.95	39.90	12.35	110.00	0.00	0.00	976.02	10.40	489.55	37.55	223.18	0.00	3,171.21
17-Mar-20	415.40	165.39	122.95	0.00	94.10	0.00	12.00	106.35	0.00	1.25	915.61	7.40	421.52	42.75	208.83	0.00	2,513.55
24-Mar-20	331.55	115.01	79.60	0.00	92.25	69.25	15.45	108.65	0.00	0.00	946.57	10.20	451.56	40.25	212.79	0.00	2,473.13
31-Mar-20	336.22	70.03	121.10	0.00	127.80	156.55	14.95	92.55	0.00	0.00	959.20	11.00	457.62	33.65	221.44	0.00	2,602.11
Sub-total	4,448.83	1,167.76	1,301.95	0.00	2,802.55	1,054.95	164.15	1,356.70	0.00	5.20	12,167.88	140.00	5,755.38	429.70	2,785.41	0.00	33,580.46
Year to Date	13,517.53	3,069.25	4,064.89	0.00	8,598.90	3,268.26	584.75	4,579.80	0.00	16.65	37,103.32	419.70	17,600.01	1,461.38	9,386.62	458.51	104,129.57
31-Mar-20		20,651.67			12,451.91			4,596.45			37,523.02		19,061.39		9,845.13		104,129.57
Year to date	13,806.64	4,160.25	4,074.52	0.00	9,596.93	1,323.20	229.15	4,703.61	0.00	15.50	36,725.50	536.40	17,487.23	1,621.70	9,551.47	710.17	104,542.27
31-Mar-19		22,041.41			11,149.28			4,719.11			37,261.90		19,108.93		10,261.64		104,542.27

EASTERN METROPOLITAN REGIONAL COUNCIL

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2019/2020 YTD OTHER TONNAGES DISPOSED AT RED HILL WASTE MANAGEMENT FACILITY

Week Ending	Transfer Station	Class III Contaminated	Class IV Contaminated	Clean Green Transfer St	Clean Green Commercial	Other Commercials	Asbestos (Wrapped)	Hazelmere C&I, Mattress, Woodwaste	Total	TOTAL TONNAGES (Council & Other)
09-Jul-19	127.45	141.80	0.00	12.65	12.55	1,305.79	58.15	69.05	1,727.44	5,244.90
16-Jul-19	99.90	224.10	0.00	13.85	3.95	1,063.76	41.95	0.00	1,447.51	4,064.36
23-Jul-19	84.65	1,063.90	0.00	9.90	6.40	880.01	34.25	67.93	2,147.04	4,706.41
31-Jul-19	114.45	1,598.35	0.00	15.05	13.40	1,098.66	40.75	67.68	2,948.34	5,911.88
06-Aug-19	54.75	354.15	0.00	12.60	12.85	745.53	28.70	11.60	1,220.18	3,291.58
13-Aug-19	72.20	0.00	0.00	17.00	7.80	867.66	38.95	0.00	1,003.61	3,509.34
20-Aug-19	79.90	64.35	0.00	8.95	7.50	857.65	38.90	33.90	1,091.15	3,661.73
31-Aug-19	154.35	93.25	0.00	25.85	17.10	1,455.46	63.75	130.35	1,940.11	6,363.66
10-Sep-19	103.40	380.60	0.00	22.90	4.75	1,645.84	60.75	32.90	2,251.14	5,972.32
17-Sep-19	119.45	518.05	0.00	13.25	16.10	1,484.20	40.30	45.60	2,236.95	5,246.70
24-Sep-19	79.25	2,512.00	0.00	16.05	8.00	1,439.90	45.05	16.10	4,116.35	7,013.59
30-Sep-19	105.10	2,202.80	0.00	16.60	3.75	1,037.44	28.10	73.15	3,466.94	5,549.73
08-Oct-19	102.65	4,808.75	0.00	7.60	22.20	1,462.24	60.55	52.75	6,516.74	9,962.82
15-Oct-19	96.85	4,045.40	0.00	6.25	21.30	1,009.81	58.60	61.25	5,299.46	8,079.87
22-Oct-19	113.15	225.20	0.00	4.15	22.25	923.31	65.75	26.80	1,380.61	3,999.75
31-Oct-19	114.25	63.75	0.00	3.95	23.10	1,301.94	71.40	45.45	1,623.84	5,408.11
05-Nov-19	82.70	732.80	0.00	3.30	10.30	692.48	33.20	39.25	1,594.03	3,111.69
12-Nov-19	85.35	742.20	0.00	4.50	27.65	968.06	44.95	22.90	1,895.61	4,524.35
19-Nov-19	100.65	1,033.90	0.00	6.90	29.25	893.71	54.45	23.90	2,142.76	5,001.95
30-Nov-19	157.30	2,565.15	0.00	10.60	42.80	2,201.68	66.00	34.10	5,077.63	9,391.05
10-Dec-19	151.10	82.45	48.65	7.35	27.10	1,819.39	59.00	54.75	2,249.79	5,923.38
17-Dec-19	85.15	40.05	0.00	6.25	23.65	1,112.24	47.20	56.55	1,371.09	3,858.09
24-Dec-19	133.50	25.30	0.00	11.40	24.00	1,177.53	25.55	10.65	1,407.93	4,289.28
31-Dec-19	92.35	0.00	0.00	5.90	3.95	976.17	52.75	0.00	1,131.12	3,749.94
Sub-total	2,509.85	23,518.30	48.65	262.80	391.70	28,420.46	1,159.00	976.61	57,287.37	127,836.48

EASTERN METROPOLITAN REGIONAL COUNCIL

2019/2020 YTD OTHER TONNAGES & TOTAL TONNAGES DISPOSED OF AT RED HILL WASTE MANAGEMENT FACILITY

Week Ending	Transfer Station	Class III Contaminated	Class IV Contaminated	Clean Green Transfer St	Clean Green Commercial	Other Commercials	Asbestos (Wrapped)	Hazelmere C&I, Mattress, Woodwaste	Total	TOTAL TONNAGES (Council & Other)
07-Jan-20	108.80	65.30	0.00	3.35	8.65	1,045.18	24.15	0.00	1,255.43	3,853.31
14-Jan-20	93.20	107.10	0.00	7.70	29.30	1,149.28	36.80	68.70	1,492.08	3,837.18
21-Jan-20	82.95	222.65	0.00	4.40	21.00	1,088.11	52.35	16.15	1,487.61	3,968.77
31-Jan-20	106.45	93.45	0.00	6.65	38.90	1,888.05	56.25	23.40	2,213.15	6,287.95
11-Feb-20	136.05	336.45	0.00	8.05	32.35	1,700.27	58.85	7.10	2,279.12	5,899.41
18-Feb-20	79.95	246.40	0.00	12.90	18.50	1,094.30	34.70	7.00	1,493.75	4,054.81
25-Feb-20	69.15	157.95	0.00	17.60	10.10	1,123.66	42.30	31.35	1,452.11	3,854.81
29-Feb-20	39.85	270.15	0.00	7.45	7.90	602.18	21.75	17.65	966.93	2,642.81
03-Mar-20	46.95	62.75	0.00	4.95	2.20	382.16	9.85	0.00	508.86	1,570.45
10-Mar-20	99.75	179.20	0.00	19.60	21.65	1,022.60	45.90	27.15	1,415.85	4,587.06
17-Mar-20	84.90	120.70	0.00	16.15	12.00	989.75	42.05	29.35	1,294.90	3,808.45
24-Mar-20	92.65	183.00	0.00	14.50	11.65	1,114.91	37.10	20.30	1,474.11	3,947.24
31-Mar-20	92.80	173.35	0.00	18.05	17.85	1,102.91	40.25	36.00	1,481.21	4,083.32
Sub-total	1,133.45	2,218.45	0.00	141.35	232.05	14,303.36	502.30	284.15	18,815.11	52,395.57
Year to date 31-Mar-20	3,643.30	25,736.75	48.65	404.15	623.75	42,723.82	1,661.30	1,260.76	76,102.48	180,232.05
31-Mar-19	3,671.98	2,189.70	191.45	578.15	473.95	62,680.97	1,787.25	1,618.96	73,192.41	177,734.68

EASTERN METROPOLITAN REGIONAL COUNCIL

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2019/2020 YTD TONNAGES EXPORTED FROM RED HILL WASTE MANAGEMENT FACILITY

Week	Clay	Ferricrete	Filter / Laterite Rock	Recycled Material from Transfer St.	Mulch	Soil Improver	Total
09-Jul-19	0.00	538.85	95.12	13.35	0.00	17.10	664.42
16-Jul-19	0.00	37.75	114.05	5.93	27.75	21.25	206.73
23-Jul-19	0.00	670.10	51.10	8.70	22.20	38.20	790.30
31-Jul-19	0.00	347.62	16.16	15.55	0.00	20.55	399.88
06-Aug-19	0.00	83.20	39.45	5.38	0.00	30.10	158.13
13-Aug-19	0.00	412.75	33.25	11.60	7.95	56.50	522.05
20-Aug-19	0.00	263.60	0.00	4.93	23.20	11.20	302.93
31-Aug-19	0.00	1,013.20	54.10	17.05	45.65	96.60	1,226.60
10-Sep-19	0.00	528.15	8.15	15.70	14.85	28.30	595.15
17-Sep-19	0.00	576.45	11.30	10.35	19.60	26.90	644.60
24-Sep-19	221.20	597.05	5.85	7.75	0.00	46.10	877.95
30-Sep-19	26.00	0.00	0.00	2.30	18.80	46.40	93.50
08-Oct-19	0.00	26.20	0.00	15.40	21.55	51.80	114.95
15-Oct-19	0.00	240.55	28.95	7.60	9.40	31.05	317.55
22-Oct-19	0.00	272.80	38.40	4.85	18.40	26.35	360.80
31-Oct-19	0.00	88.30	0.00	14.10	21.45	40.95	164.80
05-Nov-19	0.00	11.60	15.25	3.20	4.05	9.60	43.70
12-Nov-19	0.00	81.10	11.40	12.75	16.10	46.40	167.75
19-Nov-19	0.00	54.75	5.55	7.40	3.75	19.05	90.50
30-Nov-19	0.00	60.15	9.75	16.30	41.65	51.90	179.75
10-Dec-19	0.00	197.55	5.35	7.00	32.05	60.90	302.85
17-Dec-19	0.00	100.20	0.00	11.05	21.30	27.95	160.50
24-Dec-19	0.00	21.95	28.25	13.35	20.65	17.50	101.70
31-Dec-19	0.00	4.90	0.00	3.15	39.65	10.95	58.65
Sub Total	247.20	6,228.77	571.43	234.74	430.00	833.60	8,545.74

EASTERN METROPOLITAN REGIONAL COUNCIL

2019/2020 YTD TONNAGES EXPORTED FROM RED HILL WASTE MANAGEMENT FACILITY

Week	Clay	Ferricrete	Filter / Laterite Rock	Recycled Material from Transfer St.	Mulch	Soil Improver	Total
07-Jan-20	0.00	271.30	5.55	7.80	4.60	4.70	293.95
14-Jan-20	0.00	20.25	10.40	11.15	55.35	126.15	223.30
21-Jan-20	0.00	117.95	33.80	14.45	29.95	20.40	216.55
31-Jan-20	0.00	678.45	0.00	20.40	63.55	23.75	786.15
11-Feb-20	0.00	382.15	0.00	12.05	12.60	36.85	443.65
18-Feb-20	0.00	174.70	0.00	4.35	19.55	28.00	226.60
25-Feb-20	0.00	86.90	24.50	19.90	12.70	15.85	159.85
29-Feb-20	0.00	24.65	0.00	3.95	14.85	16.90	60.35
03-Mar-20	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-Mar-20	0.00	27.45	24.10	13.95	10.80	27.05	103.35
17-Mar-20	0.00	114.55	10.00	5.80	19.35	21.00	170.70
24-Mar-20	0.00	332.25	6.25	4.00	52.80	48.55	443.85
31-Mar-20	0.00	236.10	67.35	6.65	13.40	48.80	372.30
Sub Total	0.00	2,466.70	181.95	124.45	309.50	418.00	3,500.60
Year to date 31-Mar-20	247.20	8,695.47	753.38	359.19	739.50	1,251.60	12,046.34
Year to date 31-Mar-19	85.80	38,764.55	416.80	303.58	5,187.38	1,111.52	45,869.63

**EASTERN METROPOLITAN REGIONAL COUNCIL
2019/2020 YTD - COUNCIL TONNAGES
Hazelmere Resource Recovery Park - Incoming Materials & Product Sales**

Month	Timber Recycling			C & I	Mattress Processing
	2019-2020 Incoming Waste Timber	Sale of Fines 58888/05	Sale of Woodchip 58888/01	Incoming C & I Material	Total Incoming Mattresses
	Tonne	Tonne	Tonne	Tonne	Number
Jul-2019	1,342.13	992.22	12.22	27.74	959
Aug-2019	1,434.12	1,071.56	26.89	8.28	1,437
Sep-2019	1,455.19	984.89	43.11	69.70	1,250
Oct-2019	1,641.94	1,105.11	50.67	8.50	1,113
Nov-2019	1,384.41	927.78	54.44	15.10	1,175
Dec-2019	1,120.28	933.33	67.67	13.98	1,097
Jan-2020	1,119.88	1,248.36	38.38	23.10	1,493
Feb-2020	1,220.50	1,071.36	580.33	16.38	1,159
Mar-2020	1,168.97	1,266.14	22.00	8.28	1,129
Year to Date	11,887.43	9,600.75	895.71	191.06	10,812
YTD Comparison previous year (to March)	9,628.79	8,967.99	219.53	422.00	10,251
Previous Yr total 2018/2019	13,062.08	11,929.11	289.63	490.62	13,453



1.4 CORPORATE BUSINESS PLAN 2019/2020 - 2023/2024 PROGRESS REPORT JANUARY TO MARCH 2020

REFERENCE: D2020/08498

PURPOSE OF REPORT

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

KEY POINTS

- Section 5.56(1) and (2) of the *Local Government Act 1995* requires that each local government is 'to plan for the future of the district', by developing plans in accordance with the regulations.
- The *Local Government (Administration) Regulations 1996* specify that a 'plan for the future' comprises of the following:
 - A Strategic Community Plan – a minimum 10 year timeframe; and
 - A Corporate Business Plan – a four to five year plan, which translates the 10 year strategic plan into operations.
- Council adopted the EMRC's Strategic Community Plan titled 10 Year Strategic Plan 2017 – 2027 on 18 August 2016 for implementation from 1 July 2017 onwards (Ref: D2016/10193).
- Council adopted the revised EMRC's Corporate Business Plan 2019/2020 – 2023/2024 on 20 June 2019.
- The attachment to this report provides a progress report against activities identified within the Corporate Business Plan 2019/2020 - 2023/2024 for the period January to March 2020.

SOURCE OF REPORT

Chief Sustainability Officer

BACKGROUND

Section 5.56(1) and (2) of the *Local Government Act 1995* require that each local government is 'to plan for the future of the district', by developing plans in accordance with the regulations. The *Local Government (Administration) Regulations 1996* specify that a 'plan for the future' comprises of the following:

- A Strategic Community Plan – a minimum 10 year timeframe; and
- A Corporate Business Plan – a four to five year plan, which translates the 10 year strategic plan into operations.

Council adopted the EMRC's Strategic Community Plan titled 10 Year Strategic Plan 2017 – 2027 on 18 August 2016 for implementation from 1 July 2017 onwards (Ref: D2016/10193).

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



Item 1.4 continued

REPORT

The *10 Year Strategic Plan 2017 – 2027* guides, at a strategic level, the direction that the EMRC will take over the next ten years towards achievement of its vision: *“To be a responsive and innovative leader in assisting Perth’s Eastern Region to be a great place to live, work, play and do business.”*

The Corporate Business Plan 2019/2020 – 2023/2024 has been developed to articulate the strategic direction into operational activities. It is designed to ensure that the organisation as a whole is able to deliver on Council’s high level priorities, and summarises the services, operations and projects EMRC will deliver over the next five years, commencing as of 1 July 2019.

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

STRATEGIC/POLICY IMPLICATIONS

Key Result Area 3 – Good Governance

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

FINANCIAL IMPLICATIONS

As reflected in budgets and long-term financial plans.

SUSTAINABILITY IMPLICATIONS

The Corporate Business Plan 2019/2020 - 2023/2024 identified projects, programs and services for the benefit and sustainability of Perth’s Eastern Region.

MEMBER COUNCIL IMPLICATIONS

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

ATTACHMENT(S)

Corporate Business Plan 2019/2020 - 2023/2024 Progress Report for the period January to March 2020
(Ref: D2020/08499)



CORPORATE BUSINESS PLAN 2019/2020 - 2023/2024

PROGRESS REPORT – THIRD QUARTER

Full Report July 2019 to March 2020

INTRODUCTION

The Eastern Metropolitan Regional Council's (EMRC) Integrated Planning Framework has been developed to ensure that programs and services are being delivered in alignment with the strategic priorities of EMRC's key stakeholders.

The **10 Year Strategic Plan 2017 to 2027** identifies the overarching outcomes that the EMRC Council aspires to achieve.

The newly adopted **Corporate Business Plan 2019/2020 – 2023/2024** (Corporate Business Plan) is used to drive operational activities and is aligned to the priorities identified in the 10 Year Strategic Plan. These two comprise EMRC's Plan for the Future. Strategic high level plans guide development of actions which are prioritised during annual business planning workshops, and resourced through the annual budget.

Council adopted the latest EMRC's Corporate Business Plan on 20 June 2019 (Ref: D2019/09730) The Corporate Business Plan is built on the foundation of three strategic Key Result Areas (KRA) identified within the 10 Year Strategic Plan 2017 to 2027. The Corporate Business Plan sets out the actions that staff will undertake to deliver on Council's strategic priorities.

Reports against the Corporate Business Plan provide Council with information on progress in relation to the achievement of projects and programs developed to achieve Council's vision "*To be a responsive and innovative leader in assisting Perth's Eastern Region to be a great place to live, work, play and do business*".

Updates against the Corporate Business Plan for the period July to September 2019 are contained within this document and are against the previously adopted Plan.

MARCUS GEISLER
Chief Executive Officer

KEY RESULT AREA 1 - ENVIRONMENTAL SUSTAINABILITY

1.1 TO PROVIDE SUSTAINABLE WASTE DISPOSAL OPERATIONS

1.1.1 Minimise the Environmental Impact of Waste Management Operations

PROJECTS/ACTIONS	QUARTER	COMMENTS
Leachate Project (transfer leachate from Class IV and recommission)	July - September 2019	<ul style="list-style-type: none"> No pumping occurring due to adverse weather conditions of winter, pumping will recommence once the weather permits. The Class IV cell is ready at present to accept small quantities of waste.
	October -December 2019	<ul style="list-style-type: none"> Transfer of leachate resumed from the Class IV to the new leachate ponds for evaporation. As of the end of December, almost all the leachate has been transferred and the Class IV cell has been recommissioned to accept Class IV waste. As a bonus due to the extended hot weather leachate evaporation rates have been extremely high.
	January - March 2020	<ul style="list-style-type: none"> Transfer will be ongoing as necessary to maintain minimal liquid levels within the Class IV Stage 2 Cell Sump.
	April - June 2020	<ul style="list-style-type: none">
Construct Class III leachate pond	July -September 2019	<ul style="list-style-type: none"> Completed December 2018.
	October - December 2019	<ul style="list-style-type: none"> Nil
	January - March 2020	<ul style="list-style-type: none"> Nil
	April - June 2020	<ul style="list-style-type: none">
Construct storm water and siltation ponds as required	July - September 2019	<ul style="list-style-type: none"> None required this quarter.
	October - December 2019	<ul style="list-style-type: none"> None required this quarter.
	January - March 2020	<ul style="list-style-type: none"> None required this quarter.
	April - June 2020	<ul style="list-style-type: none">
Rehabilitate former landfill cells	July - September 2019	<ul style="list-style-type: none"> Nil action this quarter
	October - December 2019	<ul style="list-style-type: none"> Nil action this quarter
	January - March 2020	<ul style="list-style-type: none"> Pre-planning (i.e. seed and tubestock ordered) undertaken for rehabilitation works in June.
	April - June 2020	<ul style="list-style-type: none">
Prepare and submit annual Monitoring and Compliance Reports: <ul style="list-style-type: none"> Red Hill Hazelmere Offset Compliance 	July - September 2019	<ul style="list-style-type: none"> Nil action this quarter
	October - December 2019	<ul style="list-style-type: none"> Nil action this quarter
	January - March 2020	<ul style="list-style-type: none"> Red Hill Annual Compliance Report submitted to DoEE on 17/2/2020 for Condition 11 of the OMP. HRRP Annual Audit Compliance Report submitted to DWER on 3/1/2020 for L9003/2016/1. Red Hill Annual Monitoring Report submitted to DWER on 27/3/2020 for L8889/2015/1. Compliance Audit Report for RRF submitted to DWER on 10/1/2020.
	April - June 2020	<ul style="list-style-type: none">

PROJECTS/ACTIONS	QUARTER	COMMENTS
Prepare National Greenhouse and Energy (NGERS) report	July - September 2019	<ul style="list-style-type: none"> Nil action this quarter.
	October - December 2019	<ul style="list-style-type: none"> NGERS report submitted to the Clean Energy Regulator on 22/10/2019.
	January - March 2020	<ul style="list-style-type: none"> Nil action this quarter.
	April - June 2020	
Prepare National Pollutants Inventory Report (NPI)	July - September 2019	<ul style="list-style-type: none"> NPI Report submitted to the Clean Energy Regulator on 27 September prior to deadline of 30 September 2019.
	October - December 2019	<ul style="list-style-type: none"> Nil action this quarter
	January - March 2020	<ul style="list-style-type: none"> Nil action this quarter.
	April - June 2020	<ul style="list-style-type: none">
Implement Offset Program (Lots 501 and 82)	July - September 2019	<ul style="list-style-type: none"> Ongoing management of weeds.
	October - December 2019	<ul style="list-style-type: none"> Ongoing management undertaken including regular fence/gate inspections, nest box inspections, assessment/survey of revegetation sites, fox trapping and native fauna survey.
	January - March 2020	<ul style="list-style-type: none"> Ongoing management undertaken including regular fence/gate inspections, nest box inspections, assessment/survey of revegetation sites, fox trapping and native fauna survey.
	April - June 2020	<ul style="list-style-type: none">
Transition the Environmental Management System for the Red Hill Waste Management Facility from ISO 14001:2004 to ISO 14001:2015	July - September 2019	<ul style="list-style-type: none"> Nil action this quarter. This action was successfully completed in February 2019.
	October - December 2019	<ul style="list-style-type: none"> Nil action this quarter. This action was successfully completed in February 2019.
	January - March 2020	<ul style="list-style-type: none"> EMS was certified to ISO 14001:2015 in February 2019. Recertification audit scheduled for April 2020.
	April - June 2020	<ul style="list-style-type: none">

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

PROJECTS/ACTIONS	QUARTER	COMMENTS
Operate Red Hill Waste Management Facility	July - September 2019	<ul style="list-style-type: none"> The Red Hill Waste Management Facility continues to operate in compliance with our Department of Water & Environmental Regulation (DWER) Licence Conditions. The DWER carried out a Landfill Levy and Compliance Inspection in September 2019 and the site passed the audit with no non-compliance issues raised.
	October - December 2019	<ul style="list-style-type: none"> The Red Hill Waste Management Facility continues to operate in compliance with our Department of Water & Environmental Regulation (DWER) Licence Conditions. The DWER carried out a Landfill Levy and Compliance Inspection in November 2019 and the site passed the audit with no non-compliance issues raised.
	January - March 2020	<ul style="list-style-type: none"> A number of licence amendments and works approvals as well as S45C applications are in place for future operational works at the Red Hill Waste Management Facility. The Red Hill Waste Management Facility continues to operate in compliance with our Department of Water & Environmental Regulation (DWER) Licence Conditions.
	April - June 2020	<ul style="list-style-type: none">
Construct site infrastructure as required	July - September 2019	<ul style="list-style-type: none"> Minor drainage works upgraded to new greenwaste pad. New compost storage area under construction as a variation of the Stage 14 works.
	October - December 2019	<ul style="list-style-type: none"> Hardstand constructed within the Class IV cell to facilitate the stabilisation of Class IV / V PFAS contaminated soils to Class III for disposal in Stage 15 Class III cell.
	January - March 2020	<ul style="list-style-type: none"> No new infrastructure this quarter.
	April - June 2020	<ul style="list-style-type: none">
Resolve potential fire ban closure Red Hill with Minister of Environment	July - September 2019	<ul style="list-style-type: none"> Nil action this quarter.
	October - December 2019	<ul style="list-style-type: none"> Nil action this quarter.
	January - March 2020	<ul style="list-style-type: none"> Nil action this quarter.
	April - June 2020	<ul style="list-style-type: none">
Undertake Greenwaste (MGB) Audit	July - September 2019	<ul style="list-style-type: none"> Complete, report has been issued to Bayswater to review.
	October - December 2019	<ul style="list-style-type: none"> Nil action this quarter.
	January - March 2020	<ul style="list-style-type: none"> Nil action this quarter.
	April - June 2020	<ul style="list-style-type: none">

PROJECTS/ACTIONS	QUARTER	COMMENTS
Establish Liquid Waste Processing Plant	July - September 2019	<ul style="list-style-type: none"> Documentation submitted to regulators for approval of Lot 10 to be included as part of Ministerial Statement 274 for the establishment of a liquid waste facility.
	October - December 2019	<ul style="list-style-type: none"> Nil this quarter.
	January - March 2020	<ul style="list-style-type: none"> Pending DWER and EPA assessment.
	April - June 2020	<ul style="list-style-type: none">
Construct Class III Stage 14	July - September 2019	<ul style="list-style-type: none"> Stage 14 commenced construction late September 2019 and due for completion March 2020.
	October - December 2019	<ul style="list-style-type: none"> Stage 14 has been delayed as a result of encountering dolerite rock within the excavation. Drilling and blasting of the rock commenced late December to be completed at the end of Feb. This has caused delays of between 4 and 6 weeks. Lining is due to commence early March with completion in April 2020.
	January - March 2020	<ul style="list-style-type: none"> The encountered rock in Stage 14 was removed by blasting and the civil works completed by end of February. The lining works commenced early March and are due to be completed by end of March or early April.
	April - June 2020	<ul style="list-style-type: none">
Construct Class III Cell Stage 15B	July - September 2019	<ul style="list-style-type: none"> Complete March 2019.
	October - December 2019	<ul style="list-style-type: none"> Complete March 2019.
	January - March 2020	<ul style="list-style-type: none"> Complete March 2019.
	April - June 2020	<ul style="list-style-type: none">
Design and Construct Class IV Cell (Stage 2)	July - September 2019	<ul style="list-style-type: none"> Recommendation report received from our consultants stating how to proceed with reopening the Class IV Stage 2 cell once all the leachate has been removed and full access is achieved. This will be implemented once the cell has been drained of leachate.
	October - December 2019	<ul style="list-style-type: none"> The Class IV cell has been recommissioned and remediation plan has been implemented to install new protection geotextiles as the cell is filled. Class IV waste can now be accepted for disposal at the facility.
	January - March 2020	<ul style="list-style-type: none"> The Class IV cell is fully operational and accepting Class IV wastes.
	April - June 2020	<ul style="list-style-type: none">
Construct drainage diversion and earthworks infrastructure, as required	July - September 2019	<ul style="list-style-type: none"> None this quarter.
	October - December 2019	<ul style="list-style-type: none"> None this quarter.
	January - March 2020	<ul style="list-style-type: none"> None this quarter.
	April - June 2020	<ul style="list-style-type: none">
Construct water storage dams	July - September 2019	<ul style="list-style-type: none"> None this quarter.
	October - December 2019	<ul style="list-style-type: none"> None this quarter.
	January - March 2020	<ul style="list-style-type: none"> None this quarter.
	April - June 2020	<ul style="list-style-type: none">

1.1.3 Review and Implement the Red Hill Development Plan

PROJECTS/ACTIONS	QUARTER	COMMENTS
Review and Update Red Hill Development Plan	July - September 2019	<ul style="list-style-type: none"> Draft report complete requires final internal review before completion by Consultants.
	October - December 2019	<ul style="list-style-type: none"> No action taken this quarter due to additional changes to be added to the plan such as PFAS mono-cell, future Class IV cell. To be reviewed February/March 2020.
	January - March 2020	<ul style="list-style-type: none"> Review has been put back to April 2020.
	April - June 2020	<ul style="list-style-type: none">

1.1.4 Operate Member Councils' Waste Transfer Stations where applicable

PROJECTS/ACTIONS	QUARTER	COMMENTS
Operate Shire of Mundaring Transfer Stations	July - September 2019	<ul style="list-style-type: none"> Operation of transfer stations carried as normal with no issues or concerns raised this quarter.
	October - December 2019	<ul style="list-style-type: none"> The EMRC continued operating the Shire of Mundaring Transfer Stations ensuring an effective service for the Shire of Mundaring community.
	January - March 2020	<ul style="list-style-type: none"> The EMRC continued operating the Shire of Mundaring Transfer Stations ensuring an effective service for the Shire of Mundaring community.
	April - June 2020	<ul style="list-style-type: none">

TO IMPROVE REGIONAL WASTE MANAGEMENT

1.1.5 Collect, Manage and Dispose of Problematic Waste in the Region in a sustainable manner

PROJECTS/ACTIONS	QUARTER	COMMENTS
Implement the Household Hazardous Waste Program	July - September 2019	<ul style="list-style-type: none"> The Household Hazardous Waste Collection Program continued at the Facility with our quarterly collection by the WALGA Contractor completed in July 2019 with a total of 5.15 tonnes of HHW collected and 5.95 tonnes of Paint collected under the Federal Paintback Program for this period.
	October - December 2019	<ul style="list-style-type: none"> The Household Hazardous Waste Collection Program continued at the Facility with our quarterly collection by the WALGA Contractor completed in December with a total of 9.20 tonnes of HHW collected and 8.95 tonnes of Paint collected under the Federal Paintback Program for this period. This is the highest amount collected in a 3 month period.
	January - March 2020	<ul style="list-style-type: none"> The Household Hazardous Waste Collection Program continued at the Facility with our quarterly collection by the WALGA Contractor completed in February and March 2020 with a total of 12.50 tonnes of HHW collected and 8.25 tonnes of Paint collected under the Federal Paintback Program for this period.
	April - June 2020	<ul style="list-style-type: none">
Implement the Battery Collection Program	July - September 2019	<ul style="list-style-type: none"> 3,353.2 kg of batteries were collected at public places and 1630.3 kg were collected from schools. 519.8 kg of CFL (compact florescent lighting) was collected from public places. A battery collection container and a poster were provided to Ellenbrook School of Early Learning, however the EMRC will not provide a collection service to the centre. Five new schools enrolled into the program; Cyril Jackson Senior Campus Education Support Centre, Stratton Out of School Care, John Forrest Secondary College and St Columbas Primary School.
	October - December 2019	<ul style="list-style-type: none"> 3,131.8 kg of batteries were collected at public places and 2,338.1 kg were collected from schools. 452.4 kg of CFL (compact florescent lighting) was collected from public places.
	January - March 2020	<ul style="list-style-type: none"> 3,131.8 kg of batteries were collected at public places and 2,338.1 kg were collected from schools. 452.4 kg of CFL (compact florescent lighting) was collected from public places.
	April - June 2020	<ul style="list-style-type: none">

1.1.6 Continue the Waste Education Program and Align this to New Operations and Resource Recovery

PROJECTS/ACTIONS	QUARTER	COMMENTS
Develop the Waste and Recycling Guide and distribute to member Councils	July - September 2019	<ul style="list-style-type: none"> All 2019/20 Waste and Recycling guide distribution was completed by five member councils. New measures were implemented to streamline the approval process this year. Discussions are underway regarding an online platform to complement the paper version of the guide.
	October - December 2019	<ul style="list-style-type: none"> Member Councils requested to look at changes required in preparation for 20/21 Guide production process.
	January - March 2020	<ul style="list-style-type: none"> Consultation and drafting of a new look guide is underway with member councils.
	April - June 2020	<ul style="list-style-type: none">
Review and Implement the Waste Education Strategy	July - September 2019	<ul style="list-style-type: none"> With the WA Waste Strategy now released, work was undertaken to align in with it. RWESG members have been asked to provide specific information. WMCRG will review draft in October and provide feedback. This feedback will be incorporated and an updated document will be made available.
	October - December 2019	<ul style="list-style-type: none"> WMCRG have reviewed draft and provided feedback. This feedback has been incorporated and an updated document will be sent back to RWESG to finalise.
	January - March 2020	<ul style="list-style-type: none"> RWESG plan to schedule a dedicated time to look over the changes and finalise documents in the April-June quarter.
	April - June 2020	<ul style="list-style-type: none">
Develop and deliver waste education resources and tools at workshops and events to support behaviour change	July - September 2019	<ul style="list-style-type: none"> Waste Education Loan Resources utilisation: <ul style="list-style-type: none"> Loan Boxes – Paper Making Loan Box borrowed by Falls Road Primary School July/August; WHY cages + drink filter stations for the Perth Royal Show - 27 September - 7 October 2019; and RGANG Mannequins – borrowed by City of Swan from April 2018 onwards. Events attended: <ul style="list-style-type: none"> Two school visits, consisting of incursions, a waste audit and presentations. Two community events attended. Waste Education officers attended the Royal Show with other regional councils. Earth Carer volunteers helped staff throughout the week. 12 event planning/network/working group/promotion events were attended by Waste Education. Community tree planting day held at Red Hill on 10 July 2019, with 500 native tubestock planted by 34 participants and included a site tour and activities in the education centre. Website, Fact Sheets and Brochures The website (RGang) has had a number of page updates completed. Correct versions of all W&R Guides are now online. Pages are being updated and condensed as time allows, with a number of old pages removed and new pages created. Input was provided to the City of Bayswater regarding the development of posters for their publicly located recycling stations.

PROJECTS/ACTIONS	QUARTER	COMMENTS
Develop and deliver waste education resources and tools at workshops and events to support behaviour change	October - December 2019	<ul style="list-style-type: none"> Waste Education Loan Resources utilisation: <ul style="list-style-type: none"> RGANG Mannequins – borrowed by City of Swan from April 2018 onwards; WHY? cages + drink filter stations for the Perth Royal Show – 27 September – 7 October 2019; Bark in the Park Festival: Waste sorting & reduction banners, posters & flyers – 20 October 2019; Waste Audit Loan Kit borrowed by Malaga Australian Post – 23 October – 31 October 2019; Mini Bin Sorting Loan Box borrowed by Bayswater Primary School - 4 November – 22 November 2019; Waste Audit Loan Kit borrowed by Mary's Mount Primary School – 11 November – 17 November 2019; and Waste Audit Loan Kit borrowed by Walliston Primary School – 9 December 2019. Events attended: <ul style="list-style-type: none"> Five school visits, consisting of an event/festival, waste audits and waste minimisation discussions. Three community events attended. 21 event planning/network/working group/promotion events were attended by Waste Education. Input was provided to the City of Swan regarding their publicly located recycling stations.
	January - March 2020	<ul style="list-style-type: none"> Waste Education Loan Resources utilisation: <ul style="list-style-type: none"> Mini Bin Waste Sort Loan Box – Guildford Association – Sunday, 16 February 2020. Mini Bin Waste Sort Loan Box – Town of Bassendean- 27 March – 10 April. Events: <ul style="list-style-type: none"> Four school visits, consisting of Battery Award presentations for 2019 collection year. Six community events attended to assist member councils. Two presentations on the request of groups. Three events attended by Earth Carer Volunteers to assist member councils. One Community Bus Tour of Red Hill WMF completed. One Community Workshop held. 11 event planning/network/working group/promotion events were attended by Waste Education. A large number of these were impacted by Covid-19, resulting in a reduced number. Development of FOGO Collateral for member councils.
	April - June 2020	<ul style="list-style-type: none">
	Facilitate the Earth Carer's Training Course	July - September 2019
October - December 2019		<ul style="list-style-type: none"> Nineteen people graduated as part of the Earth Carers program in November 2019. Overall satisfaction was high with two (2) emails of commendation received following the conclusion of the course. Rates of participation remain consistent, with an average of 28 attendees per session and 86% attending 5 sessions out of 6.
January - March 2020		<ul style="list-style-type: none"> The next course was scheduled to run in May. However due to the circumstances resulting from COVID-19 the decision to cancel this course and reschedule at a later date was made mid March.
April - June 2020		<ul style="list-style-type: none">

PROJECTS/ACTIONS	QUARTER	COMMENTS
Support WA Waste Initiatives regarding: <ul style="list-style-type: none"> • Container Deposit Scheme • Illegal Dumping • Plastic Bag Ban 	July - September 2019	<ul style="list-style-type: none"> • Attended the following working groups: <ul style="list-style-type: none"> - Reducing Illegal Dumping (RID) Working Group. - Container Deposit Scheme (CDS) Working Group. - Consistent Communications Collective meetings. - Consultation workshops on the implementation of the Container Deposit Scheme. - Waste Educators Networking Group meetings. • 2 Staff attended facilitated tour to Queensland to visit CDS refund points as part of the WARRRL container deposit request for refund point submission.
	October - December 2019	<ul style="list-style-type: none"> • Attended the following working groups: <ul style="list-style-type: none"> - Container Deposit Scheme (CDS) meetings. - Consistent Communications Collective meetings. - Waste Plan Development Workshop. - Waste Educators Networking Group meetings.
	January - March 2020	<ul style="list-style-type: none"> • Attended the following working groups: <ul style="list-style-type: none"> - Consistent Communications Collective meetings. - Container Deposit Scheme (CDS) meetings. - Waste Educators Networking Group meetings. - MUDS FOGO Steering group meetings. - Regional Waste Education Steering Group (RWESG) meeting.
	April - June 2020	<ul style="list-style-type: none"> •
Promote and Coordinate Waste Education Tours	July - September 2019	<ul style="list-style-type: none"> • Red Hill Guided Tours and Education Centre <ul style="list-style-type: none"> - July - 4 tours, 143 attended - August - 6 tours, 292 attended - September - 1 tour, 34 attended
	October - December 2019	<ul style="list-style-type: none"> • Red Hill Guided Tours and Education Centre <ul style="list-style-type: none"> - October - 3 tours, 90 attended - November - 2 tours, 70 attended - December - 4 tour, 149 attended

PROJECTS/ACTIONS	QUARTER	COMMENTS
Promote and Coordinate Waste Education Tours	January - March 2020	<ul style="list-style-type: none"> Red Hill Guided Tours and Education Centre. <ul style="list-style-type: none"> January - 1 tour, 28 attended. February - 2 EMRC arranged tours, 62 attended. March - 4 tour, 105 attended (due to the COVID-19 situation a number of tours were postponed as a precautionary measure to stop the spread of the virus. An additional seven (7) tours were scheduled to occur in March (206 visitors), however these were postponed.)
	April - June 2020	<ul style="list-style-type: none">

1.1.7 Provide a Waste Management Advisory Service

PROJECTS/ACTIONS	QUARTER	COMMENTS
Undertake contaminated sites investigations (where required)	July - September 2019	<ul style="list-style-type: none"> Ongoing site investigations being undertaken for various external clients.
	October - December 2019	<ul style="list-style-type: none"> Provided waste management consultancy service to several clients including assessment, treatment and disposal of contaminated waste.
	January - March 2020	<ul style="list-style-type: none"> Provided waste management consultancy service to several clients including assessment, treatment and disposal of contaminated waste.
	April - June 2020	<ul style="list-style-type: none">
Provide environmental consultancy service to member Councils and other clients (where required)	July - September 2019	<ul style="list-style-type: none"> Preliminary site investigation completed for City of Bayswater.
	October - December 2019	<ul style="list-style-type: none"> Nil action this quarter.
	January - March 2020	<ul style="list-style-type: none"> Nil action this quarter.
	April - June 2020	<ul style="list-style-type: none">

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

1.2.1 Establish a Resource Recovery Facility (RRF)

PROJECTS/ACTIONS	QUARTER	COMMENTS
Implement Council resolution relating to RRF tender	July - September 2019	<ul style="list-style-type: none"> Contractor is proceeding towards financial close, EPC contract awarded, site works commenced.
	October - December 2019	<ul style="list-style-type: none"> Financial close achieved in December following signing of the financier side deed.
	January - March 2020	<ul style="list-style-type: none"> Signed FSD documents distributed to Participants.
	April - June 2020	<ul style="list-style-type: none">
Prepare Annual Report on Ministerial Conditions for the RRF	July - September 2019	<ul style="list-style-type: none"> Nil action this quarter.
	October - December 2019	<ul style="list-style-type: none"> Nil action this quarter.
	January - March 2020	<ul style="list-style-type: none"> Extension to the time limit for implementation of the RRF until July 2024 granted.
	April - June 2020	<ul style="list-style-type: none">
Investigate modular model options for an Anaerobic Digestion Plant at the Red Hill Waste Management Facility	July - September 2019	<ul style="list-style-type: none"> Nil action this quarter.
	October - December 2019	<ul style="list-style-type: none"> Included as part of the EOI for a FOGO Processing Facility at Red Hill.
	January - March 2020	<ul style="list-style-type: none"> To be included as part of the RFT for a FOGO Processing Facility at Red Hill.
	April - June 2020	<ul style="list-style-type: none">

1.2.2 Develop the Hazelmere Resource Recovery Park (HRRP)

PROJECTS/ACTIONS	QUARTER	COMMENTS
Implement Hazelmere Development Plan	July - September 2019	<ul style="list-style-type: none"> Site development plan updated to incorporate concept plan for Waste Transfer Station and Community Recycle Centre.
	October - December 2019	<ul style="list-style-type: none"> Ongoing.
	January - March 2020	<ul style="list-style-type: none"> Ongoing.
	April - June 2020	<ul style="list-style-type: none">
Research and scope Community Transfer Station and Community Reuse Store	July - September 2019	<ul style="list-style-type: none"> Concept Plan in development. DWER works approval under development.
	October - December 2019	<ul style="list-style-type: none"> Concept plan development complete, Works Approval application underway.
	January - March 2020	<ul style="list-style-type: none"> Works approval submitted to DWER on 13/2/2020.
	April - June 2020	<ul style="list-style-type: none">
Construct and commission weighbridges (2)	July - September 2019	<ul style="list-style-type: none"> New outbound weighbridge constructed and commissioned Weighbridge hut internal fit-out completed Sanitation unit installed and commissioned Power supply and fibre optic cables laid and awaiting termination Existing site weighbridge (inbound) to be relocated 2nd week of October
	October - December 2019	<ul style="list-style-type: none"> Complete.
	January - March 2020	<ul style="list-style-type: none"> Weighbridge office airconditioning being modified to ensure dust entry minimal at customer window.
	April - June 2020	<ul style="list-style-type: none">

PROJECTS/ACTIONS	QUARTER	COMMENTS
Construct and commission Wood Waste to Energy Plant (WWTE)	July - September 2019	<ul style="list-style-type: none"> Fabrication works at Bunbury factory continues HX- 41B heat exchanger delivered to site Cooling tower remedial works completed Professional scheduler engaged to develop a detailed estimate based resources loaded Project Schedule HV cable terminated and fully tested and commissioned and now controlled under PAPL high voltage (HV) access permit – remains isolated and unenergised Remedial works undertaken on Generator engine packages to comply with Australian Standards Remedial works undertaken on HV earth grid Remedial works undertaken on HV substation Low voltage switchboards received Continuous emissions monitoring system (CEMS) housing received Civil works including concrete slab and drainage for CEMS completed First fill of spare parts received Standby generator refurbished and returned to site
	October - December 2019	Construction works continued up the Christmas break.
	January - March 2020	Licence amendment application submitted 29/11/2019 with additional information provided on 7/2/2020. Draft licence to be issued late March. Construction works suspended to allow fabrication to catch up and now impacted by the COVID-19 crisis.
	April - June 2020	
Prepare and submit WWTE Facility commissioning compliance report to DWER	July - September 2019	<ul style="list-style-type: none"> Nil action this quarter
	October - December 2019	<ul style="list-style-type: none"> Nil action this quarter
	January - March 2020	<ul style="list-style-type: none"> Nil action this quarter
	April - June 2020	<ul style="list-style-type: none">
Prepare and submit Ministerial Conditions Report to EPA	July - September 2019	<ul style="list-style-type: none"> Nil action this quarter
	October - December 2019	<ul style="list-style-type: none"> Nil action this quarter
	January - March 2020	<ul style="list-style-type: none"> Annual Compliance Assessment reports being completed
	April - June 2020	<ul style="list-style-type: none">
Construct Storage Bunkers for wood fines	July - September 2019	<ul style="list-style-type: none"> Nil action this quarter
	October - December 2019	<ul style="list-style-type: none"> Nil action this quarter
	January - March 2020	<ul style="list-style-type: none"> Nil action this quarter
	April - June 2020	<ul style="list-style-type: none">

PROJECTS/ACTIONS	QUARTER	COMMENTS
Develop a monitoring regime for the WWTE Facility to meet regulatory requirements: <ul style="list-style-type: none"> • Wood waste feedstock monitoring • Stack emissions monitoring Ambient monitoring	July - September 2019	<ul style="list-style-type: none"> • Nil action this quarter
	October - December 2019	<ul style="list-style-type: none"> • Nil action this quarter
	January - March 2020	<ul style="list-style-type: none"> • Submitted to DWER and pending licence application approval.
	April - June 2020	<ul style="list-style-type: none"> •
Monitor ground water at the HHRP with the aim of removing the site as a 'potentially' contaminated site.	July - September 2019	<ul style="list-style-type: none"> • Groundwater Assessment Report together with historical reports submitted seeking the Hazelmere Resource Recovery Park to be removed from the Contaminated Sites Database.
	October - December 2019	Completed. Advice received from DWER in November advising: <ul style="list-style-type: none"> • The site is suitable for unrestricted use, including sensitive uses such as residential, primary schools and childcare centres. • The site has been successfully remediated and is suitable for all land uses. Therefore, the site is classified as 'decontaminated' • DWER will give notice to Landgate to withdraw the current memorial(s) lodged against the Certificate of Title relating to the site.
	January - March 2020	<ul style="list-style-type: none"> • Successfully completed.
	April - June 2020	<ul style="list-style-type: none"> •

1.2.3 Identify and Develop Resource Recovery Products and Markets in order to reduce waste going to Landfill

PROJECTS/ACTIONS	QUARTER	COMMENTS
Investigate markets for plastics (C&I Facility)	July - September 2019	<ul style="list-style-type: none"> Market for mixed plastics still depressed.
	October - December 2019	<ul style="list-style-type: none"> Market for mixed plastics still depressed.
	January - March 2020	<ul style="list-style-type: none"> Market for mixed plastics still depressed.
	April - June 2020	
Undertake research and market development for Biochar (WWTE)	July - September 2019	<ul style="list-style-type: none"> Potential for use as fuel in the brick-making industry, in BBQ briquettes, and as a soil amendment.
	October - December 2019	<ul style="list-style-type: none"> Investigating markets for biochar as an effective soil amendment for remediation of brownfields.
	January - March 2020	<ul style="list-style-type: none"> Use of biochar in chicken litter recycling from the broiler growers of WA being considered.
	April - June 2020	
Investigate markets for Ferricrete and PFAS	July - September 2019	<ul style="list-style-type: none"> Investigating opportunities for PFAS disposal and Ferricrete sales.
	October - December 2019	<ul style="list-style-type: none"> PFAS contaminated soil being accepted at Red Hill.
	January - March 2020	<ul style="list-style-type: none"> Nil action this quarter.
	April - June 2020	
Develop and implement programs to increase sales of Red Hill by-products	July - September 2019	<ul style="list-style-type: none"> Preparation for AS4454 audit in November.
	October - December 2019	<ul style="list-style-type: none"> Site tours and product presentations with commercial landscaping suppliers to build product awareness
	January - March 2020	<ul style="list-style-type: none"> Promote the supply of compost to the Wineries in the swan valley region.
	April - June 2020	
Develop and implement programs to increase sales for Hazelmere by-products	July - September 2019	<ul style="list-style-type: none"> Ongoing sales of woodchip to broiler growers supported by some additional supplies of timber waste.
	October - December 2019	<ul style="list-style-type: none"> Cold calling and direct customer-facing activities in Perth's eastern region with a focus on increasing the incoming wood waste volumes. Investigating markets for wood chips as biomass fuel for heat and energy production.
	January - March 2020	<ul style="list-style-type: none"> Review and renewal of the Broiler Growers Association of WA contract.
	April - June 2020	

1.3 TO INVESTIGATE LEADING EDGE WASTE MANAGEMENT PRACTICES

1.3.1 Undertake research into Integrated Waste Management

PROJECTS/ACTIONS	QUARTER	COMMENTS
Investigate feasibility of a MRF at the Hazelmere Resource Recovery Park	July - September 2019	• Nil action this quarter.
	October - December 2019	• Nil action this quarter.
	January - March 2020	• Nil action this quarter.
	April - June 2020	•

1.3.2 Provide leadership in the development of Waste Policy and Practices

PROJECTS/ACTIONS	QUARTER	COMMENTS
Provide input to new DWER policies and regulations affecting waste disposal, composting etc.	July - September 2019	• Nil action this quarter.
	October - December 2019	• Nil action this quarter.
	January - March 2020	• Submission on the Landfill Levy being prepared.
	April - June 2020	•

1.3.3 Identify, Investigate and Develop New Waste Management Practices and Services

PROJECTS/ACTIONS	QUARTER	COMMENTS
Seek approval for a reduction in water monitoring frequency at the Red Hill Waste Management Facility	July - September 2019	• Successfully completed. DWER approved in November 2018.
	October - December 2019	• Completed. Request granted.
	January - March 2020	• S45C application submitted 10/3/2020 seeking amendment relating to this condition in MS 274.
	April - June 2020	•
Undertake a cost-benefit analysis to determine the feasibility of in-house processing of: <ul style="list-style-type: none"> • Crushing ferricrete • Grinding greenwaste 	July - September 2019	• Report complete and is achievable but due to the current lack of suitable operational staff for the crushing and screening plant it is not possible at this stage.
	October - December 2019	• Complete last quarter
	January - March 2020	• Complete last quarter.
	April - June 2020	•

PROJECTS/ACTIONS	QUARTER	COMMENTS
Investigate costs related to power supply to the southern end of the Red Hill site	July - September 2019	<ul style="list-style-type: none"> Quotation received from electrical engineering consultant.
	October - December 2019	<ul style="list-style-type: none"> Quotations being obtained.
	January - March 2020	<ul style="list-style-type: none"> Ongoing.
	April - June 2020	<ul style="list-style-type: none">
Investigate an EMRC regional waste collection service	July - September 2019	<ul style="list-style-type: none"> Nil action this quarter.
	October - December 2019	<ul style="list-style-type: none"> Further meeting with member Council committee held, business case to be developed.
	January - March 2020	<ul style="list-style-type: none"> Preparing to go ahead with an application to the ACCC for an exemption.
	April - June 2020	<ul style="list-style-type: none">
Seek Greenwaste license amendment at the Red Hill Waste Management Facility	July - September 2019	<ul style="list-style-type: none"> Approval pending additional information.
	October - December 2019	<ul style="list-style-type: none"> Numerous requests for further information. Concerns raised regarding odour management. Last communications and information provided to DWER on 16/12/2020 and currently awaiting response.
	January - March 2020	<ul style="list-style-type: none"> Draft licence amendment issued on 19/3/2020 with approval given for greenwaste operations.
	April - June 2020	<ul style="list-style-type: none">
Seek license amendment for the construction of leachate evaporation ponds at the Red Hill Waste Management Facility	July - September 2019	<ul style="list-style-type: none"> Finalised. Approval granted.
	October - December 2019	<ul style="list-style-type: none"> Complete. Additional information relating to leachate pond separation distances, hydraulic conductivity of geomembrane, clay layer moisture content, as built drawings, trenching on embankments and slope design provided to DWER on 26/11/2019.
	January - March 2020	<ul style="list-style-type: none"> Draft licence amendment issued on 19/3/2020 with approval given for use of mechanical evaporator.
	April - June 2020	<ul style="list-style-type: none">

1.4 TO CONTRIBUTE TOWARDS IMPROVED REGIONAL AIR, WATER AND LAND QUALITY AND REGIONAL BIODIVERSITY CONSERVATION

1.4.1 Review and Implement the Regional Environment Strategy

PROJECTS/ACTIONS	QUARTER	COMMENTS
Implement priority projects (refer Regional Environment Strategy 2016-2020)	July - September 2019	<ul style="list-style-type: none"> Held a Regional Benchmarking Building Efficiency project information session with participating member Councils at the EMRC. Partnered with 2020 Vision for the delivery of the Urban Forest Growing Together forum. Represented the region on the Department of Planning, Lands and Heritage Stakeholder Reference Group for the State Planning Policy (SPP) review of water policies. Represented the region on the Western Region Advisory Panel and the IRP2 Economic Evaluation Framework Project Steering Committee of the Cooperative Research Centre for Water Sensitive Cities. Continued to represent the region on the Swan and Canning Rivers Protection Strategy Advisory Group. Reviewed project plans for all Environmental Services programs. Conducted recruitment for a new Manager Environmental Services.
	October - December 2019	<ul style="list-style-type: none"> Developed a proposal for Stage 4 of the Understanding Flood Risk Project and distributed it to participating Councils for review and feedback. Presented on the "Farm Dams as Refuges in a Drying Climate" operating in the City, at the State NRM and Coastal Conference.
	January - March 2020	<ul style="list-style-type: none"> Appointed an expert consultant to work with the EMRC and 5 participating Councils to generate Understanding Flood Risk Gap Assessments and Adaptation Planning documentation. Planned inception meeting to commence Understanding Flood Risk Stage 4 Project.
	April - June 2020	<ul style="list-style-type: none">

1.4.2 Implement the Eastern Region Catchment Management Program (ERCMP)

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

PROJECTS/ACTIONS	QUARTER	COMMENTS
Coordinate the cross-regional ERCMP	October - December 2019	<ul style="list-style-type: none"> • Presented "Farm Dams as refuges in a drying climate" at the State NRM and Coastal Conference. • Provided Environmental Project Officer in-situ support to the City of Swan, City of Kalamunda and Shire of Mundaring one day per week. • Received confirmation of successful Community Rivercare Program grant applications developed for Katharine Street River Gang, Friends of Wangalla Brook and Friends of Lion Mill Creek, focusing on weed control and revegetation projects. • Supported Katharine Street River Gang and Friends of Wangalla Brook at site visits with DBCA to discuss successful CRP grant funded projects.. • Mentored Edith Cowan University Masters Student to assist with the preparation of two Dept. of Communities Community Environment Grants for the Friends of Wangalla Brook to implement a weed control and revegetation project and a Noongar heritage trail and interpretation project. Weed control/revegetation grant successful. Outcome of trail grant to be confirmed. • Assisted Shire of Mundaring to commence their contracting process for their State NRM grant for their Broz Park Wetland Restoration Project. • Attended Waugal Lagoon site visit with City of Swan to provide assistance with DBCA riverbank grant. • Conducted one private landholder consultation in the Shire of Mundaring to discuss weed control and revegetation options. • Provided information and letters to residents living adjacent Gooseberry Hill NP concerning Saffron Thistle outbreak (<i>Carthamus lanatus</i>). • Supported Susannah Brook Catchment Group with weeding day. • Attended a walk with Helena River Catchment Group to assess the regeneration of a Threatened Ecological Community after a burn. • Provided assistance to Friends of Glen Park to engage Conservation Volunteers in a weeding day. • Collected and delivered plant stocks for LHA planting days in the Lower Helena floodplain. • Attended Catchment Group meetings with Lower Helena Association, Helena River Catchment Group, Friends of Piesse Brook, Susannah Brook Catchment Group and Jane Brook Catchment Group. • Hosted an End of Year Volunteer Celebration Event to thank volunteers working in the region. • Delivered two Bush Skills for the Hills workshops – Black Cockatoo Reserves and Native Grasses with Una Bell.

PROJECTS/ACTIONS	QUARTER	COMMENTS
Coordinate the cross-regional ERCMP	January - March 2020	<ul style="list-style-type: none"> • Provided Environmental Project Officer in-situ support to the City of Swan, City of Kalamunda and Shire of Mundaring one day per week. • Commenced a three month fee for service arrangement with the Shire of Mundaring to provide an additional support day to assist with bushcare related tasks. • Assisted Shire of Mundaring to complete their contracting process for their State NRM grant for their Broz Park Wetland Restoration Project. • Set up photo-monitoring points & held planning site visit with weed contractor for Wangalla Brook CEP and DBCA Rivercare projects in Koongamia. • Held a planning site visit with DBCA for the Katharine Street River Gang Rivercare project for 2020/21. • Set up photo-monitoring points for project monitoring for the Friends of Lion Mill Creek's 2020 SALP grant funded project in Mt Helena. • Constructed a temporary quenda refuge in Lion Mill Creek Reserve to support habitat restoration work being undertaken in the reserve. • Attended the 2020 SALP breakfast to support five landcare groups undertaking landcare projects in the Eastern Region. • Provided assistance to Friends of Glen Park to commence preparations for a 2021 SALP application. • Providing support to landcare volunteers to understand the requirements necessary to access insurance cover for on-ground activities, either through Catchment Group or Local Government insurance cover. • Survey and ID of weed species for Woodlupine Brook and associated drainage channels in Wattle Grove. • Continue to monitor and submit <i>Eucalyptus rudis</i> decline data to Murdoch University & City of Swan. • Attended Catchment Group meetings with Lower Helena Association, Helena River Catchment Group, Susannah Brook Catchment Group and Jane Brook Catchment Group. • Attended Friends of Piesse Brook Annual General Meeting in 7th March 2020. • Reviewed the 2019 End of Year Volunteer Celebration Event. Commenced planning for 2020. • Attended a meeting with City of Kalamunda and Friends of Piesse Brook to review potential impacts on group activities following Kalamunda's withdrawal from the ERCMP. • Assisted City of Kalamunda in producing SNRM application for Woodlupine Living Stream Project, Forrestfield. • Attended DBCA Riverbank Workshop event for briefing on forthcoming project funding round. • Attended 2-days training for two NET Officers in the use of Microsoft Project to support the project management of on-ground projects. • Prepared articles for the February/March and April/May editions of the Greenpage. • Prepared for the Havens and Hideaways workshop in the Bush Skills for the Hills program, and then put necessary measures in place to postpone the event due to COVID-19. • Published and distributed the Greenpage Newsletter February/March edition. • Attended Cyber Security weminar • Attended DBCA Sub-Regional Cordinators meeting • Liaised with volunteers and member councils regarding the change of working arrangements innacted in response to the COVID-19 virus.
	April – June 2020	<ul style="list-style-type: none"> •

PROJECTS/ACTIONS	QUARTER	COMMENTS
Implement the Bush Skill 4 Youth Program	July - September 2019	<ul style="list-style-type: none"> Delivered 25 workshops in Belmont, Kalamunda, Mundaring and Swan through school partnerships and holiday events. Delivered workshops at 'What on Earth' community events at Swan and Mundaring Arts Centres. Total attendance numbers 847 children and 180 adult participants at BS4Y events.
	October - December 2019	<ul style="list-style-type: none"> Delivered 13 workshops in Belmont, Kalamunda, Mundaring and Swan through school partnerships and holiday events. Total attendance numbers 553 children and 76 adult participants at BS4Y events.
	January - March 2020	<ul style="list-style-type: none"> Delivered five Bush Skills 4 Youth workshops in community groups across three member councils – City of Belmont, City of Kalamunda and Shire of Mundaring. 165 children and 79 adults participated. Planning underway to enable workshops to be delivered using online methods for face to face and workshop materials.
	April - June 2020	<ul style="list-style-type: none">
Implement the Creating a Capable Community in NRM Program	July - September 2019	<ul style="list-style-type: none"> Consulted and attended site visits with City of Swan and Shire of Mundaring to focus on priority areas for landcare within the Wooroloo Brook catchment. Consulted with previous members of Wooroloo Brook Landcare Group for history and forward planning of the development of a new Wooroloo Brook catchment group. Developed and hosted an educational nature walk at Lake Leschenaultia and Noble Falls. Attended the Farm Dams Survey Results Presentation as a networking and recruitment opportunity. Prepared flyers and articles for events and promotion of Wooroloo Brook catchment. Organised and attended two planting days to promote sites in the Wooroloo Brook catchment. Attended the Shire of Mundaring "What on Earth Day" and "WHIM Festival" to promote the Wooroloo Brook catchment. Collaborated with Shire of Mundaring to engage with 'Seedlings for Landcare' recipients to recruit Wooroloo Brook catchment group members. As a result conducted a private land holder consultation at a Chidlow property. Prepared articles for EnviroNews; Greenpage; Chidlow Chatter; Chidlow Primary School Newsletter; EMRC Facebook and City of Swan and Shire of Mundaring Social media pages.
	October - December 2019	<ul style="list-style-type: none"> Organised and attended a planting day. Attended and Hosted nature walks at Noble Falls and Lake Leschenaultia Attended a First Aid course. Attended WHIM festival to promote Wooroloo Brook and Jane Brook Catchment Groups. Prepared article in Chidlow Chatter and the EMRC Greenpages newsletter. Worked with Jane Brook catchment group to develop a new flyer. Assisted in planning and co-hosting EOYVE. Site Visits in Wooroloo and Mount Helena. Developing Scott's Spot project. Promoted Wooroloo Brook Catchment Group at Shire of Mundaring, Lake Leschenaultia event. Organised and attended a Cultural and Nature walk at Gidgegannup Reserve 2145. Prepared flyers and articles for events and promotion of Wooroloo Brook catchment.

PROJECTS/ACTIONS	QUARTER	COMMENTS
Implement the Creating a Capable Community in NRM Program	January - March 2020	<ul style="list-style-type: none"> • Prepared articles for Chidlow Chatter, Gidgegram and the EMRC Greenpages newsletter. • Developed a facebook page for the Wooroloo Catchment Landcare Group within the City of Swan. • Developed a Wooroloo Brook Landcare Group with 10 existing members and one Friends Group within the City of Swan. • Organised and attended three Wooroloo Brook Landcare Group meetings within City of Swan. • Delivered three workshops in Shire of Mundaring to promote Wooroloo Brook Catchment. • Developed two workshops at Scotts Spot for Wooroloo Brook Landcare Group within the Shire of Mundaring. • Organised two 'Adopt-A-Spot' clean up days at Noble Falls reserve within City of Swan. • Organised and Co-ordinated two stalls for Blue Sky Festival in Shire of Mundaring which was cancelled due to COVID-19. • Preparation of project Aquittal and independent financial audit.
	April – June 2020	<ul style="list-style-type: none"> •

1.4.3 Review and Implement the Water Quality and Conservation Program

PROJECTS/ACTIONS	QUARTER	COMMENTS
Implement the Water Quality and Conservation Program	July - September 2019	<ul style="list-style-type: none"> Hosted and Attended Quarterly performance review for City of Belmont, Shire of Mundaring and Town of Bassendean. Collated information and evidence for Waterwise Council Reporting for Gold re-endorsement on behalf of Town of Bassendean, Shire of Mundaring, Town of Victoria Park and City of Swan. Facilitated Water Team Meetings with the Town of Bassendean, Shire of Mundaring, Town of Victoria Park and City of Swan. Delivered 'Rainwater Tank Tips', 'Permeable Paving' and 'Tree Pit Design' factsheets to Member Councils. Advised City of Swan and Town of Victoria Park of potential funding through the Water Corporation's Verge Scheme, Water Corporation's Weather Smart Irrigation rebate, Waterwise Greening Scheme and Department of Environment and Energy's Communities Environment Program. Provided Water Corporation marketing material to City of Swan and Town of Victoria Park. Collated information and evidence for Waterwise Council Reporting for re-endorsement Waterwise Council Town of Victoria Park and City of Swan.
	October - December 2019	<ul style="list-style-type: none"> Submitted Waterwise Council Reporting for Gold re-endorsement on behalf of Town of Victoria Park and City of Swan. Completed the Water Data Analysis Report for Shire of Mundaring, City of Belmont, Town of Bassendean, City of Swan and Town of Victoria Park Completed Water Data Snapshot for Shire of Mundaring, City of Belmont, Town of Bassendean, City of Swan and Town of Victoria Park Attended Smart meter Reading Masterclass on behalf of the Shire of Mundaring Attended Quarterly performance review for City of Belmont, Shire of Mundaring and Town of Bassendean.
	January - March 2020	<ul style="list-style-type: none"> Achieved Gold Waterwise Re-endorsement for Shire of Mundaring, Town of Bassendean Town of Victoria Park and City of Swan Facilitated a water team meeting for Town of Victoria Park Delivered Retrofitting, Rain Gardens and Maintenance of WSUD Assets to Town of Vistoria Park and City of Swan Shared riverbank funding information for Swan and Canning foreshores with Town of Victoria Park and City of Swan Assisted Belmont with Water Cities Benchmarking Index Attended Sustainability Conference (Livestream)
	April - June 2020	<ul style="list-style-type: none">

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

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

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

PROJECTS/ACTIONS	QUARTER	COMMENTS
Implement the ACER Program	July - September 2019	<ul style="list-style-type: none"> Facilitated and attended Quarterly Performance Reviews for City of Belmont, Shire of Mundaring and Town of Bassendean Attended Procurement Australia event on Renewable Energy and provided an event summary Attended WALGA workshop on Climate Change issues paper released by the State Government for comment. Attended Sustainability Reporting Platform workshop hosted by City of Canning. Attended Energy team meeting at Mundaring to discuss actions in Mundaring Emission Reduction Strategy Review of Bassendean's Emission Reduction Plan to reflect their new One Planet Framework (net zero carbon emission) Start to review potential actions for Bassendean's Emission Reduction Plan Confirmed pledges for Bassendean as part of Climate Power Partnership
	October - December 2019	<ul style="list-style-type: none"> Completed the Emission Data Analysis Report for Shire of Mundaring, City of Belmont and Town of Bassendean Completed Emission Data Snapshot for Shire of Mundaring, City of Belmont and Town of Bassendean Attended Quarterly performance review for City of Belmont, Shire of Mundaring and Town of Bassendean.
	January - March 2020	<ul style="list-style-type: none"> Applied Feedback from Jeremy Walker for Bassendean Emission Reduction Plan Started to review and update Bassendean's Emission Reduction Strategy Continued updating projects section on Azility Gather interval data for Assets at Mundaring to assist with Benchmakring Building Efficiency Project Attended Changing Your World conference Attended Sustainability Conference (Livestream)
	April - June 2020	<ul style="list-style-type: none">

1.4.6 Review and Implement the Swan and Helena Rivers Framework

PROJECTS/ACTIONS	QUARTER	COMMENTS
Implement priority projects and initiatives for the Swan and Helena Rivers	July - September 2019	<ul style="list-style-type: none"> Met with DWER to discuss the next options for Stage 4 of the Swan and Helena River Flood Study.
	October - December 2019	<ul style="list-style-type: none"> Developed a proposal for Stage 4 of the Understanding Flood Risk project and sent to stakeholders and participating Councils for review. Developed an RFQ to obtain costs and complete the proposed Stage 4 deliverables. Planned a session to bring in participating Councils to discuss the Proposal and gather feedback for February 2020.
	January - March 2020	<ul style="list-style-type: none"> Appointed an expert consultant to work with the EMRC and 5 participating Councils to generate Understanding Flood Risk Gap Assessments and Adaptation Planning documentation. Updated the proposal to include methodology and sent to member Councils for review. Commenced inception meeting to commence Understanding Flood Risk Stage 4 Project.
	April - June 2020	<ul style="list-style-type: none">

1.4.7 Review and Implement the Benchmarking Building Efficiency Project

PROJECTS/ACTIONS	QUARTER	COMMENTS
Implement the Benchmarking Building Efficiency (BBE) Project	July - September 2019	<ul style="list-style-type: none"> Facilitated consultation meetings with City of Swan, City of Belmont, City of Bayswater, Shire of Mundaring and Town of Bassendean. Drafted and submitted Request for Quote to eight WALGA preferred consultants. Evaluated the four RFQ submissions received. Drafted and finalised Recommendation report and supporting documents for the CEO. Attended Sustainability Reporting Platform Workshop hosted by the City of Canning.
	October - December 2019	<ul style="list-style-type: none"> Project award to Consulting Australia to carry out Phase 1 and 2 of the energy audits. Hosted a kick-off meeting and subsequent meeting with the Consultant to progress the project. Collated energy data from Azility on behalf of City of Belmont, Town of Bassendean and Shire of Mundaring. Facilitated data sharing between the Consultant and City of Belmont, City of Bayswater, City of Swan, Town of Bassendean and Shire of Mundaring. Organised site visits for the start of the new year. Confirmed the inclusion of the EMRC Administration Building for a Type 2 Energy Audit. Attended a WALGA Climate Change consultation session to discuss the Climate Change Issues Paper released by the state government.
	January - March 2020	<ul style="list-style-type: none"> Organised eleven site visits for City of Bayswater, City of Belmont and City of Swan Organised site walk through of the EMRC Administration Building Data collation for all Councils Investigation into invoices for City of Bayswater Review of template report for Type 2 sites
	April - June 2020	<ul style="list-style-type: none">

KEY RESULT AREA 2 - ECONOMIC DEVELOPMENT

2.1 TO FACILITATE AND ADVOCATE FOR INCREASED INVESTMENT IN REGIONAL INFRASTRUCTURE

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

PROJECTS/ACTIONS	QUARTER	COMMENTS
Facilitate the RITS Implementation Advisory Group (RITS IAG) meetings and implement actions	July - September 2019	<ul style="list-style-type: none"> Held a RITS IAG quarterly meeting on 17 Sept with attendees from member Councils and key stakeholders as identified above. Claire Thompson from DoT presented on the concept of Mobility as a Service and how the Urban Mobility Division in DoT is working towards implementing this concept in the region of Perth.
	October - December 2019	<ul style="list-style-type: none"> Held a RITS IAG quarterly meeting on 3 Dec with attendees from member Councils and key stakeholders as identified above. Lindsay Broadhurst from Main Roads WA presented on the 'Road Infrastructure Projects in Perth's Eastern Region'
	January - March 2020	<ul style="list-style-type: none"> RITS IAG quarterly meeting on 17 March with attendees from member Councils and key stakeholders was called-off due to COVID 19. Peter Kasprzak from Innovate Australia was scheduled to present on the 'Hydrogen Highway and opportunities in Perth Eastern Region.'
	April - June 2020	<ul style="list-style-type: none">
Deliver actions and initiatives from the RITS 2017 – 2021	July - September 2019	<ul style="list-style-type: none"> Attended the seminar to understand the latest update on the Metronet project especially the future of mobility concept. Looking for grant to implement the trial for use of innovating materials/ CoolSeal technology on roads of the region. Attended smart mobility conference for future of mobility concepts. Started data collection project plan for autonomous transport trial.
	October - December 2019	<ul style="list-style-type: none"> Attended WALGA's Climate Change session on implementing sustainable transport such as electric cars. Applied for Road Safety Council grant for Share the Space 2020 campaign through Australian Governments Grant Connect. Discussed with Lotterywest the probability of receiving grant for the trial of autonomous vehicle. Attended the Western Roads Federation's WA Freight and Logistics Conference.
	January - March 2020	<ul style="list-style-type: none"> Working on implementing the concept of hydrogen highway on Perth's Eastern Region i.e the Great Eastern Highway. Started working on the Travel Card to give the statistical details of traffic flow in and out of the region. Organised a knowledge sharing workshop by VLC for professional associated with transport and planning across the six member Councils.
	April - June 2020	<ul style="list-style-type: none">

PROJECTS/ACTIONS	QUARTER	COMMENTS
Promote and implement the Regional Congestion Management Action Plan	July - September 2019	<ul style="list-style-type: none"> Coordinated with the member Councils (Bayswater, Kalamunda and Belmont) for securing letter of support for the FAL 'Your Move' Program. Followed up with DoT and were informed that Belmont and Bayswater have received. Collecting Data to start mapping the Cycle Route and identifying the missing links and further start advocacy for the missing link.
	October - December 2019	<ul style="list-style-type: none"> Secured letters of support from the three member Councils for FAL "Your Move" program and sent it to the Department of Transport for their submission to State Government for budgeting purposes. Commenced mapping the road layers in the Perth's Eastern Region.
	January - March 2020	<ul style="list-style-type: none"> Liasoning with WestCycle and DoT for securing latest cycle routes for Perth's Eastern Region.
	April - June 2020	<ul style="list-style-type: none">
Develop and implement the Regional Congestion Management Action Plan	July - September 2019	<ul style="list-style-type: none"> Nil this quarter.
	October - December 2019	<ul style="list-style-type: none"> Nil this quarter.
	January - March 2020	<ul style="list-style-type: none"> This is being reviewed
	April - June 2020	<ul style="list-style-type: none">
Develop and implement Active/Public Transport Campaigns	July - September 2019	<ul style="list-style-type: none"> Coordinated with PTA to get an update of Station Access Strategies within the region. Attended IPWEA conference on how travel plans can be used to support optimal use of transport. Looked into the possibility of developing travel plans for the member Councils.
	October - December 2019	<ul style="list-style-type: none"> Prepared a project brief for 'Share the Space 2020' with a focus on disability, aged population and frequently asked questions. Further to this three verbal quotes were requested from consultants
	January - March 2020	<ul style="list-style-type: none"> Received grant application approval of \$22,000 from Department of Infrastructure for Road Safety Awareness and Enablers Fund for the Share the Space Campaign Awarded Share the Space project to consultant Studio Orange. Submitted the grant documents to finalise the grant with Road Safety Commission for Share the Space campaign Started working on Share the Space campaign and initial draft is ready, we are awaiting the first cut for the video. Working on the quarterly reporting to be submitted at the end of April
	April - June 2020	

PROJECTS/ACTIONS	QUARTER	COMMENTS
Develop and implement Road Safety initiatives and Campaigns	July - September 2019	<ul style="list-style-type: none"> The Regional Road Safety Plan is now in the Final Stage. Participated in the Road Safety Strategy Forum by Road Safety Commission for Engineers, Planners and Developers. Participated in the Road Safety Strategy Workshop organized by TranSafe for heavy vehicle transport in Perth. Revisited the Share the Space campaign, the new campaign will highlight disability awareness and tackle 'frequently asked question'.
	October - December 2019	<ul style="list-style-type: none"> Regional Road Safety Action Plan has been approved by the CEOAC and the Council. The plan has been endorsed by the RITS Implementation Advisory Committee. Printed and electronic copies available. Started discussion with SDERA for Road Safety Awareness among youth. Attended the LinkWA meeting to worked out best possible freight outcomes for the extended region.
	January - March 2020	<ul style="list-style-type: none"> Have submitted the shortlisted actions for the next quarter – to be approved by the manager Commenced reviewing member Council's Transport Plan/ traffic assessment plans to identify gaps and opportunities to integrate the Safe Systems in these documents.
	April - June 2020	<ul style="list-style-type: none">

2.2 TO FACILITATE AND ADVOCATE FOR REGIONAL ECONOMIC DEVELOPMENT ACTIVITIES

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

PROJECTS/ACTIONS	QUARTER	COMMENTS
Implement actions from REDS	July - September 2019	<ul style="list-style-type: none"> Developed the scope for the Investment and Attraction booklet Request for Quote. Liaised with NBN to progress a forum relating to NBN connectivity and service providers Liaised with the Small Business Development Corporation on the delivery of a small business forum.
	October - December 2019	<ul style="list-style-type: none"> Delivered SBDC small business forum Attracting Business Investment research, consultation and briefing note were delivered. Grant application to Lotterywest was submitted for the Avon Descent 2020 Researched opportunity for the Your Move program by undertaking research into active transport for the Share the Space Program
	January - March 2020	<ul style="list-style-type: none"> Attracting Business Investment Prospectus Draft document presented for revision Feedback provided to consultant and awaiting final copy of the prospectus Organised a forum 'How to do Business with Local Government' by WALGA to be held 25 March 2020 (CANCELLED DUE TO COVID19)
	April - June 2020	<ul style="list-style-type: none">
Facilitate the Economic Development Officers Group Meetings	July - September 2019	<ul style="list-style-type: none"> EDOG meeting held 13 August 2019 – guest speakers from Urbis.
	October - December 2019	<ul style="list-style-type: none"> Rebecca Ball, Executive Director - Invest and Trade WA, Department of Jobs Tourism, Science and Innovation (JTSI) presentation – overview on the major changes and influences in industry over our eastern region, trends in exporting and importing and what's new for in JTSI in the science and innovation space.
	January - March 2020	<ul style="list-style-type: none"> EDOG meeting held 11 Feb 2020 - James Campbell-Sloan, Director Deloitte Access Economics presented to our member Councils an overview on State Government Budget, the current economic situation of WA, along with future opportunities in emerging clusters in WA.
	April - June 2020	<ul style="list-style-type: none">
Provide access to REMPLAN Tools to member Councils	July - September 2019	<ul style="list-style-type: none"> Provided access to both the REMPLAN and id.Profile statistical tools and prepared an Economic Report Card.
	October - December 2019	<ul style="list-style-type: none"> Nil this quarter
	January - March 2020	<ul style="list-style-type: none"> Provided access to both the REMPLAN and id.Profile statistical tools to Member Councils. Liaised with Remplan to organised a future online training session for member Councils and Staff.
	April - June 2020	<ul style="list-style-type: none">
Facilitate tours or forums that Advance Perth's Eastern Region	July - September 2019	<ul style="list-style-type: none"> Nil this quarter.
	October - December 2019	<ul style="list-style-type: none"> Nil this quarter.
	January - March 2020	<ul style="list-style-type: none"> Nil this quarter.
	April - June 2020	<ul style="list-style-type: none">

PROJECTS/ACTIONS	QUARTER	COMMENTS
Facilitate forums that have a focus on technology and innovation	July - September 2019	<ul style="list-style-type: none"> Developed a concept to progress a forum for small business on Social Media (Digital Marketing Essentials)
	October - December 2019	<ul style="list-style-type: none"> Held a Digital Marketing Essentials workshop for small businesses in the region
	January - March 2020	<ul style="list-style-type: none"> Developed and booked a future session for Advanced Digital Marketing workshop, leading on from previous essentials workshop (what date?)
	April - June 2020	<ul style="list-style-type: none">

2.2.3 Identify and Investigate Strategic Regional Development Project and Investment Opportunities

PROJECTS/ACTIONS	QUARTER	COMMENTS
Progress the Business Exemplar project	July - September 2019	<ul style="list-style-type: none"> Prepared and disseminated media releases for local award-winning local businesses to help raise their profile in the wider community. EMRC's Communications team has created a plan which will enable consistent releases to be made. Invitations were sent to Belmont's local business organisation to invite 2019 award winning businesses to the program Met with EMICOL to share ideas on reaching out to the engineering and manufacturing supply chains in the region.
	October - December 2019	<ul style="list-style-type: none"> Invitations were sent to awards winners from the Belmont and Kalamunda regions through Belmont Business Enterprise Centre awards. Prepared and disseminated media releases for local award-winning local businesses to help raise their profile in the wider community.
	January - March 2020	<ul style="list-style-type: none"> Prepared and disseminated media releases for local award-winning local businesses to help raise their profile in the wider community. EMRC is partnering with the local 'Belmont and WA Small Business Awards 2020' this event is due to be held in November 2020
	April - June 2020	<ul style="list-style-type: none">
Progress the Business and Investment Attraction project	July - September 2019	<ul style="list-style-type: none"> Advertised the EMRC's Request for Quotation to consultants for the delivery of a new Business Investment and Attraction booklet. Reviewed all consultants' quotations and awarded the contract to Pracsys. Inception meeting was held with Pracsys to kick start the project and the requirements were finalised.
	October - December 2019	<ul style="list-style-type: none"> Research, stakeholder consultation and milestone briefing note were delivered. Design concepts were discussed and template produced. Request for feedback on the briefing note were sent to Member Councils.
	January - March 2020	<ul style="list-style-type: none"> First draft of the prospectus was received reviewed by EMRC A second draft was received and disseminated to member Councils for feedback. Feedback was provided to consultant, waiting on final document.
	April - June 2020	<ul style="list-style-type: none">

2.3 TO FACILITATE REGIONAL CULTURAL AND RECREATIONAL ACTIVITIES

2.3.1 Continue the coordination, marketing and promotion of Regional Events

PROJECTS/ACTIONS	QUARTER	COMMENTS
Coordinate the Avon Descent Family Days	July - September 2019	<ul style="list-style-type: none"> Met with Lotterywest to discuss the EMRC's regional events funding program. Held a debrief meeting with local governments and NADA on what worked well and any lessons learnt. Commenced the acquittal of the 2018 Avon Descent family fund days grant funding from Lotterywest.
	October - December 2019	<ul style="list-style-type: none"> Acquittal was submitted and processed for the 2019 Avon Descent. Grant funds were distributed to Councils based on the acquittal. Application started and then submitted early December to Lotterywest for the 2020 Avon Descent
	January - March 2020	<ul style="list-style-type: none"> Avon Descent Planning Meeting was held with participating Councils on 11 March 2020 Grant application went to Lotterywest board 19 March 2020, awaiting outcome
	April - June 2020	<ul style="list-style-type: none">
Coordinate the Perth's Autumn Festival	July - September 2019	<ul style="list-style-type: none"> Nil this quarter.
	October - December 2019	<ul style="list-style-type: none"> Nil this quarter.
	January - March 2020	<ul style="list-style-type: none"> Some events were posted online – but due to the COVID19 protocols these events have been cancelled and removed.
	April - June 2020	<ul style="list-style-type: none">
Coordinate Hello Spring Campaign	July - September 2019	<ul style="list-style-type: none"> The 2019 Hello Spring campaign invitation was sent out to organisations who have previously submitted their events. All events submitted were posted onto the perthseasternregion.com.au website
	October - December 2019	<ul style="list-style-type: none"> Hello Spring Events were shared on our social media platforms The Hello Spring Campaign ceased online at the end of Nov, the campaign saw approximately 30 events posted.
	January - March 2020	<ul style="list-style-type: none"> Nil this quarter.
	April - June 2020	<ul style="list-style-type: none">
Administer the Perth Tourism.com.au Regional Tourism Website (now known as the perthseasternregion.com.au)	July - September 2019	<ul style="list-style-type: none"> Updated the EMRC's website perthseasternregion.com.au with information, workshops and events occurring in the region such as Bush Skills 4 Youth and Bush Skills for the Hills, the Greenpage Newsletter and events occurring in participating member Council areas.
	October - December 2019	<ul style="list-style-type: none"> Updated the EMRC's website perthseasternregion.com.au with information, workshops and events occurring in the region such as Bush Skills 4 Youth and Bush Skills for the Hills, the Greenpage Newsletter and events occurring in participating member Council areas.
	January - March 2020	<ul style="list-style-type: none"> Updated the EMRC's website perthseasternregion.com.au with information, workshops and events occurring in the region such as Bush Skills 4 Youth and Bush Skills for the Hills, the Greenpage Newsletter and events occurring in participating member Council areas. Events and workshops have been revised due to COVID19
	April - June 2020	<ul style="list-style-type: none">

KEY RESULT AREA 3 - GOOD GOVERNANCE

3.1 TO PROVIDE ADVICE AND ADVOCACY ON ISSUES AFFECTING PERTH'S EASTERN REGION

3.1.1 Review and Implement the Regional Advocacy Strategy (RAS)

PROJECTS/ACTIONS	QUARTER	COMMENTS
Develop and implement advocacy campaigns to support regional priorities in consultation with member Councils	July - September 2019	<ul style="list-style-type: none"> Initial planning has commenced on a new advocacy campaign to follow on from the previous Connect Perth's East City Deal proposal.
	October - December 2019	<ul style="list-style-type: none"> Nil this quarter
	January - March 2020	<ul style="list-style-type: none"> Nil this quarter
	April - June 2020	<ul style="list-style-type: none">
Continue to advocate for and promote the "Connect Perth's East City Deal" proposal	July - September 2019	<ul style="list-style-type: none"> Corresponded with the federal department of City Deals (NT, Tasmania, WA, Regional), Policy and Programs Branch; Cities Division; Department of Infrastructure, Transport, Cities and Regional Development and the WA state government's Department of Premier and Cabinet on the status of the City Deal proposal for WA. WA Department Premier and Cabinet has advised via email that the first City Deal will be centred around the Perth CBD, however there will be opportunities for more 'Deals' in WA.
	October - December 2019	<ul style="list-style-type: none"> Nil this quarter
	January - March 2020	<ul style="list-style-type: none"> Nil this quarter
	April - June 2020	<ul style="list-style-type: none">
Continue to advocate for Regional Youth priorities as identified by RITS IAG, EDOG and member Council Youth Officers	July - September 2019	<ul style="list-style-type: none"> Regional Youth Officer meeting was held on 7th August 2019. Formal approach taken to host a regional youth forum with member Councils and their youth groups. Action taken to Council on the 22 August, recommendation was that Council provides in principal support for the development of a Zero2 hero Mental Health and leadership workshop.
	October - December 2019	<ul style="list-style-type: none"> Held a Regional Youth Officer group meeting 6 November Developed plans to have a regional scale youth forum during 2020 with Zero2Hero
	January - March 2020	<ul style="list-style-type: none"> Held a Regional Youth Officer group meeting 5 February Received draft outline from Zero to Hero of the Youth forum scheduled for July
	April - June 2020	<ul style="list-style-type: none">

3.2 TO MANAGE PARTNERSHIPS AND RELATIONSHIPS WITH STAKEHOLDERS

3.2.1 Review and Implement the Regional Advocacy Strategy (RAS)

PROJECTS/ACTIONS	QUARTER	COMMENTS
Develop and implement an EMRC Reconciliation Action Plan (RAP)	July - September 2019	<ul style="list-style-type: none"> Auspire and Urban Indigenous identified as local Aboriginal and Torres Strait Islander organisations for cultural awareness training; Create opportunities for Aboriginal students to engage in work experience at the EMRC; Developing a management guide instead of a policy to use Acknowledgement of country; CEO developing a business case for increasing Aboriginal and Torres Strait Island cultures, histories and achievements within organisation. Liaising with the Shire of Mundaring to assist with RAP development. Local Aboriginal and Torres Strait Islander message sticks were made and purchased for gifts for end of year Volunteer Event. Engaged with Neville Collard to deliver smoking ceremony and Welcome to Country for the end of year Volunteer Event. The NRM team consulted and liaised with Aboriginal and Torres Strait Islanders before working on cultural significant land at Wangalla Brook.
	October - December 2019	<ul style="list-style-type: none"> RAP committee member attended an Auspire Aboriginal Cultural Awareness Training to check suitability for EMRC. Smoking ceremony was performed by Neville Collard at End of Year Volunteer Event. Cultural walk presented by Neville Collard was hosted and organised by NRM team. Meetings scheduled for the next quarter to receive an update of deliverables.
	January - March 2020	<ul style="list-style-type: none"> Meetings with stakeholders about RAP co-operation. Acknowledgement to Country policy has been developed. Aboriginal Art Workshop is being developed with Shire of Mundaring Participating in the Reconciliation Week Street Banner Project, co-ordinated by the Dept of Local Government, Sport and Cultural Industries.
	April - June 2020	<ul style="list-style-type: none">
Review and make recommendations to Council regarding alternatives to the EMRC formal Stakeholder Cocktail function	July - September 2019	<ul style="list-style-type: none"> This will require further discussion at an Executive and Council level.
	October - December 2019	<ul style="list-style-type: none"> Review underway
	January - March 2020	<ul style="list-style-type: none"> Nil this quarter
	April - June 2020	<ul style="list-style-type: none">
Co-ordinate EMRC's Community Grants Program	July - September 2019	<ul style="list-style-type: none"> The 2019 Community Grants Program was launched with a publicity campaign to attract applications from eligible community groups in the vicinity of Red Hill.
	October - December 2019	<ul style="list-style-type: none"> Grants were distributed to 3 successful applicants (2018: 4, 2017: 1). A review of the admin requirements, timing and area covered by the Program will be carried out during Jan-Mar 2020.
	January - March 2020	<ul style="list-style-type: none"> Review of the Program due for completion by end of quarter.
	April - June 2020	<ul style="list-style-type: none">

PROJECTS/ACTIONS	QUARTER	COMMENTS
Produce EMRC's Annual Report	July - September 2019	<ul style="list-style-type: none"> The EMRC 2018/2019 Annual Report is being finalised with the addition of full financial information under Office of Auditor General requirements. The Report is due for adoption at the December 2019 EMRC Council meeting.
	October - December 2019	<ul style="list-style-type: none"> The 2018/2019 Annual Report was adopted by Council in December 2018 and distributed as per Department of Local Government requirements.
	January - March 2020	<ul style="list-style-type: none"> Nil this quarter
	April - June 2020	<ul style="list-style-type: none">
Implement biennial Stakeholder Perception Survey	July - September 2019	<ul style="list-style-type: none"> Nil this quarter
	October - December 2019	<ul style="list-style-type: none"> Nil this quarter
	January - March 2020	<ul style="list-style-type: none"> Nil this quarter
	April - June 2020	<ul style="list-style-type: none">

3.2.2 Review and Implement the Marketing and Communications Plan

PROJECTS/ACTIONS	QUARTER	COMMENTS
Implement priority initiatives (refer Marketing and Communications Plan)	July - September 2019	<ul style="list-style-type: none"> The EMRC's Facebook page was successfully launched on 1 July. Communications coordinated design and print of the EMRC FOGO Recovery Strategy. Communications organised and manned the EMRC stand at the 2019 Waste & Recycle Conference. Work commenced on a redesigned EMRC Corporate Profile document.
	October - December 2019	<ul style="list-style-type: none"> A six-month review of social media activity and requirements recommends expansion of the program to other social media channels, commencing with a corporate LinkedIn page.
	January - March 2020	<ul style="list-style-type: none"> EMRC LinkedIn page launched in mid-February
	April - June 2020	<ul style="list-style-type: none">

3.3 TO PROVIDE RESPONSIBLE AND ACCOUNTABLE GOVERNANCE AND MANAGEMENT OF THE EMRC

3.3.1 Continue to Improve Organisational Governance

PROJECTS/ACTIONS	QUARTER	COMMENTS
Implement the Recordkeeping Plan	July - September 2019	<ul style="list-style-type: none"> The following records management procedures were finalised or updated: Social Media Record Keeping Guideline, Surveillance Records Treatment Guideline, Management Guideline for Freedom of Information Applications. Records were disposed of in accordance with the GDALG (General Disposal Authority for Local Government). During the period, 112 folders and 5,330 records were created.
	October - December 2019	<ul style="list-style-type: none"> The EMRC continues to manage its recordkeeping in accordance with the Recordkeeping Plan. The Recordkeeping Digitisation Strategy has been developed to draft form. During the period, 93 folders and 4,597 records were created.
	January - March 2020	<ul style="list-style-type: none"> The EMRC continues to manage its recordkeeping in accordance with the Recordkeeping Plan. Progress was made on the review of the Record Keeping Plan. During the period, 147 folders and 5,589 records were created.
	April - June 2020	<ul style="list-style-type: none">
Review and update Council Policies	July - September 2019	<ul style="list-style-type: none"> Council Policies were reviewed in December 2018. As per Council Resolution, the next review will be within 12 months following the 2021 Council elections. Other policies will be updated as required.
	October - December 2019	<ul style="list-style-type: none"> Council Policies were reviewed in December 2018. As per Council Resolution, the next review will be within 12 months following the 2021 Council elections. Other policies will be updated as required.
	January - March 2020	<ul style="list-style-type: none"> Council Policies were reviewed in December 2018. As per Council Resolution, the next review will be within 12 months following the 2021 Council elections. Other policies will be updated as required.
	April - June 2020	<ul style="list-style-type: none">
Review and update Management Guidelines as required	July - September 2019	<ul style="list-style-type: none"> Nil this quarter
	October - December 2019	<ul style="list-style-type: none"> Nil this quarter
	January - March 2020	<ul style="list-style-type: none"> Nil this quarter
	April - June 2020	<ul style="list-style-type: none">

3.3.2 Implement EMRC's Integrated Planning Framework

PROJECTS/ACTIONS	QUARTER	COMMENTS
Review the Corporate Business Plan	July - September 2019	<ul style="list-style-type: none"> The Corporate Business Plan will be reviewed as part of the Annual Budget Review, which is expected to be tabled at the June 2020 round of meetings.
	October - December 2019	<ul style="list-style-type: none"> The Corporate Business Plan will be reviewed as part of the Annual Budget Review, which is expected to be tabled at the June 2020 round of meetings.
	January - March 2020	<ul style="list-style-type: none"> Nil this quarter
	April - June 2020	<ul style="list-style-type: none">

3.3.3 Review and Implement a Risk Management Plan

PROJECTS/ACTIONS	QUARTER	COMMENTS
Implement priority projects (refer Risk Management Plan)	July - September 2019	<ul style="list-style-type: none"> The Strategic Risk Management Plan was last reviewed in May 2019 by the Strategic Risk Steering Group and presented to Audit Committee at its June 2019 meeting. The Strategic Risk Management Plan is reviewed annually. The risk identified in the Risk Management are constantly reviewed and actively managed by the responsible officers.
	October - December 2019	<ul style="list-style-type: none"> The risk identified in the Risk Management are constantly reviewed and actively managed by the responsible officers. It is anticipated the next review of the Strategic Risk Management Plan will be undertaken in May/June 2020.
	January - March 2020	<ul style="list-style-type: none"> Nil this quarter
	April - June 2020	<ul style="list-style-type: none">

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

PROJECTS/ACTIONS	QUARTER	COMMENTS
Review and implement DAIP	July - September 2019	<ul style="list-style-type: none"> Ongoing.
	October - December 2019	<ul style="list-style-type: none"> Nil this quarter.
	January - March 2020	<ul style="list-style-type: none"> Nil this quarter.
	April - June 2020	<ul style="list-style-type: none">

3.4 TO CONTINUE TO IMPROVE FINANCIAL AND ASSET MANAGEMENT PRACTICES

3.4.1 Review and Implement Long Term Financial Plans

PROJECTS/ACTIONS	QUARTER	COMMENTS
Review the 5 and 10 Financial Plans	July - September 2019	<ul style="list-style-type: none"> A review of the EMRC Ten Year Financial Plan is due to be undertaken during Feb-May'2020 as part of the 2020/2021 Budget deliberation process.
	October - December 2019	<ul style="list-style-type: none"> A review of the EMRC Ten Year Financial Plan is due to be undertaken during Feb-May'2020 as part of the 2020/2021 Budget deliberation process.
	January - March 2020	<ul style="list-style-type: none"> A review of the EMRC Ten Year Financial Plan is currently being undertaken as part of the 2020/2021 Budget deliberation process.
	April - June 2020	<ul style="list-style-type: none">
Monitor and review financial investment portfolio	July - September 2019	<ul style="list-style-type: none"> The Investment portfolio is continually monitored in order to ensure that cash flow requirements are met and that maximum returns are achieved on investments within the parameters of the Investment Policy and the regulations.
	October - December 2019	<ul style="list-style-type: none"> The Investment portfolio is continually monitored in order to ensure that cash flow requirements are met and that maximum returns are achieved on investments within the parameters of the Investment Policy and the regulations.
	January - March 2020	<ul style="list-style-type: none"> The Investment portfolio is continually monitored in order to ensure that cash flow requirements are met and that maximum returns are achieved on investments within the parameters of the Investment Policy and the regulations.
	April - June 2020	<ul style="list-style-type: none">

3.4.2 Review and Implement the Asset Management Plan (AMP)

PROJECTS/ACTIONS	QUARTER	COMMENTS
Implement the AMP	July - September 2019	<ul style="list-style-type: none"> The Asset Management Plan is to be reviewed and updated as part of the budget deliberation process for the 2020/2021 financial year.
	October - December 2019	<ul style="list-style-type: none"> The Asset Management Plan is to be reviewed and updated as part of the budget deliberation process for the 2020/2021 financial year.
	January - March 2020	<ul style="list-style-type: none"> The Asset Management Plan is to be reviewed and updated as part of the budget deliberation process for the 2020/2021 financial year.
	April - June 2020	<ul style="list-style-type: none">
Undertake capital improvements to Ascot Place Building	July - September 2019	<ul style="list-style-type: none"> General maintenance to the Ascot Place building was undertaken.
	October - December 2019	<ul style="list-style-type: none"> General maintenance to the Ascot Place building was undertaken. To reduce the electricity overheads, LED lights were installed replacing existing fluroescent lights.
	January - March 2020	<ul style="list-style-type: none"> General maintenance to the Ascot Place building was undertaken.
	April - June 2020	<ul style="list-style-type: none">

3.4.3 Review and Implement the Strategic IT Plan

PROJECTS/ACTIONS	QUARTER	COMMENTS
Implement priority projects (refer Strategic IT Plan)	July - September 2019	<ul style="list-style-type: none"> Wireless networking was implemented for internal and external users. The Mandalay Weighbridge System at Red Hill was run in parallel with the existing weighbridge system. Commenced Microsoft Office 2019 rollout. The Internet router was configured for "high availability" so that a duplicate device will maintain a connection should the primary unit fail.
	October - December 2019	<ul style="list-style-type: none"> The Strategic IT Plan continued to be implemented. Surface Pro laptops have been assigned to managers and senior management to increase productivity. The EMRC file server was replaced with increased storage capacity. The Red Hill and Hazelmere sites are operating on the Mandalay Weighbridge System.
	January - March 2020	<ul style="list-style-type: none"> The Strategic IT Plan continued to be implemented. The Hazelmere Resource Recovery Park was upgraded to NBN Internet. A Terminal Server Farm was set up to assist staff working remotely.
	April - June 2020	<ul style="list-style-type: none">
Develop an IT Disaster Recovery Plan incorporating the Red Hill Disaster Recovery site	July - September 2019	<ul style="list-style-type: none"> The IT Disaster Recovery Plan was previously developed and is now progressively being implemented and refined with budgeted capital expenditure in the IT infrastructure.
	October - December 2019	<ul style="list-style-type: none"> The IT Disaster Recovery Plan was previously developed and is now progressively being implemented and refined with budgeted capital expenditure in the IT infrastructure.
	January - March 2020	<ul style="list-style-type: none"> The IT Disaster Recovery Plan was previously developed and is now progressively being implemented and refined with budgeted capital expenditure in the IT infrastructure.
	April - June 2020	<ul style="list-style-type: none">

3.5 TO IMPROVE ORGANISATIONAL CULTURE, HEALTH, WELFARE AND SAFETY

3.5.1 Review and Implement the Workforce Plan

PROJECTS/ACTIONS	QUARTER	COMMENTS
Review and implement the Workforce Plan	July - September 2019	<ul style="list-style-type: none"> Preliminary review undertaken.
	October - December 2019	<ul style="list-style-type: none"> Review being undertaken.
	January - March 2020	<ul style="list-style-type: none"> Workforce Plan reviewed and awaiting CEO approval.
	April - June 2020	<ul style="list-style-type: none">

3.5.2 Review and Implement the Safety Management Plan

PROJECTS/ACTIONS	QUARTER	COMMENTS
Coordinate OS&H Program	July - September 2019	<ul style="list-style-type: none">• Nil this quarter.
	October - December 2019	<ul style="list-style-type: none">• Nil this quarter.
	January - March 2020	<ul style="list-style-type: none">• Price OSH consultants to review policies and procedures.
	April - June 2020	<ul style="list-style-type: none">•