



# **MINUTES**

Special Meeting of Council

**29 October 2009**

# SPECIAL MEETING OF COUNCIL

## MINUTES

29 October 2009

(REF: COMMITTEES-10114)

A Special Meeting of Council was held at the EMRC Administration Office, 1<sup>st</sup> Floor, 226 Great Eastern Highway, BELMONT WA 6104 on **Thursday, 29 October 2009**. The meeting commenced at **6.30pm**.

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## 1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Chief Executive Officer opened the meeting at 6.30pm and welcomed returning Councillors, newly appointed Councillors, member Council CEOs and member Council officers.

## 2 ATTENDANCE AND APOLOGIES

### Councillor Attendance

|                                   |             |                    |
|-----------------------------------|-------------|--------------------|
| Cr Graham Pittaway (Chairman)     | EMRC Member | City of Bayswater  |
| Cr Sam Piantadosi                 | EMRC Member | Town of Bassendean |
| Cr Gerry Pule                     | EMRC Member | Town of Bassendean |
| Cr Alan Radford                   | EMRC Member | City of Bayswater  |
| Cr Glenys Godfrey                 | EMRC Member | City of Belmont    |
| Cr Janet Powell                   | EMRC Member | City of Belmont    |
| Cr Don McKechnie                  | EMRC Member | Shire of Kalamunda |
| Cr Frank Lindsey                  | EMRC Member | Shire of Kalamunda |
| Cr Tony Cuccaro (Deputy Chairman) | EMRC Member | Shire of Mundaring |
| Cr Alan Pilgrim                   | EMRC Member | Shire of Mundaring |
| Cr David Färdig                   | EMRC Member | City of Swan       |
| Cr Charlie Zannino                | EMRC Member | City of Swan       |

### Apologies

Nil

### EMRC Officers

|                     |  |
|---------------------|--|
| Mr Peter Schneider  | Chief Executive Officer  |
| Mr Adam Johnson     | Executive Manager, Waste Management Services                         |
| Ms Rhonda Hardy     | Executive Manager, Regional Services                                 |
| Ms Prapti Mehta     | Acting Executive Manager, Corporate Services                         |
| Ms Terri-Ann Ashton | Manager, Administration and Compliance                               |
| Ms Fay Gerhard      | Executive Assistant to Chief Executive Officer                       |
| Ms Mary-Ann Winnett | Personal Assistant to Executive Manager Corporate Services (Minutes) |

### EMRC Apologies

### EMRC Observers

|                      |                              |
|----------------------|------------------------------|
| Mr Steve Fitzpatrick | Manager, Project Development |
|----------------------|------------------------------|

### Observers - Deputy Councillors

|                    |                    |                    |
|--------------------|--------------------|--------------------|
| Cr Lynda Butler    | EMRC Deputy Member | Town of Bassendean |
| Cr Phil Marks      | EMRC Deputy Member | City of Belmont    |
| Cr Noreen Townsend | EMRC Deputy Member | Shire of Kalamunda |
| Cr Jenny Johnson   | EMRC Deputy Member | Shire of Mundaring |

### Observers

|                       |                                  |                    |
|-----------------------|----------------------------------|--------------------|
| Mr Bob Jarvis         | Chief Executive Officer          | Town of Bassendean |
| Mr Jonathan Throssell | Chief Executive Officer          | Shire of Mundaring |
| Mr Doug Pearson       | Director Technical Services      | City of Bayswater  |
| Mr Shane Purdy        | Director Infrastructure Services | Shire of Mundaring |

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### **3 ELECTION OF EMRC CHAIRMAN AND DEPUTY CHAIRMAN**

#### **3.1 ELECTION AND SWEARING IN OF EMRC CHAIRMAN**

**REFERENCE: COMMITTEES-10016**

#### **PURPOSE OF REPORT**

To provide for an election to be conducted for the office of Chairman of the EMRC.

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

- Clause 7.3(1) of the Establishment Agreement of the EMRC provides for the election of a Chairman at the first meeting of the EMRC Council following the day on which biennial ordinary elections to elect councillors to the participants are held. The Chairman elected is to hold office until the election of a new Chairman.

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

That the members of the Council elect a Chairman by secret ballot.

#### **SOURCE OF REPORT**

Acting Executive Manager, Corporate Services  
Manager Administration & Compliance

#### **BACKGROUND**

The Establishment Agreement of the EMRC provides for the election of a Chairman at the first meeting of the EMRC Council following the day on which biennial ordinary elections to elect councillors to the participants are held. The Chairman elected is to hold Office until the election of a new Chairman.

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

#### **REPORT**

The CEO will preside at the meeting until the office of Chairman is filled.

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

1. A blank nomination form for the Office of Chairman, nominate oneself
2. A blank nomination form for the Office of Chairman, nominate another
3. A blank ballot paper for Election of EMRC Chairman
4. A blank form for declaration by Elected Chairman

A list of the Members who have been appointed to the EMRC Council, (as available from member Councils at the time of preparing this report), is also included in this report.



*Item 3.1 continued*

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

Following election, the Chairman will make a declaration of office.

**EMRC MEMBERS 2009/2011**

**The following Councillors have been appointed by member Councils to the EMRC**

|                            |                    |
|----------------------------|--------------------|
| TBA                        | Town of Bassendean |
| TBA                        | Town of Bassendean |
| Councillor Alan Radford    | City of Bayswater  |
| Councillor Graham Pittaway | City of Bayswater  |
| Councillor Glenys Godfrey  | City of Belmont    |
| Councillor Janet Powell    | City of Belmont    |
| Councillor Don McKechnie   | Shire of Kalamunda |
| Councillor Frank Lindsey   | Shire of Kalamunda |
| Councillor Tony Cuccaro    | Shire of Mundaring |
| Councillor Alan Pilgrim    | Shire of Mundaring |
| Councillor David Färdig    | City of Swan       |
| Councillor Charlie Zannino | City of Swan       |

**The following Councillors have been appointed to deputise for members appointed to the EMRC**

|                            |                    |
|----------------------------|--------------------|
| TBA                        | Town of Bassendean |
| Councillor Barry McKenna   | City of Bayswater  |
| Councillor Phil Marks      | City of Belmont    |
| Councillor Noreen Townsend | Shire of Kalamunda |
| Councillor Jenny Johnson   | Shire of Mundaring |
| Councillor Kevin Bailey    | City of Swan       |

**STRATEGIC/POLICY IMPLICATIONS**

Key Result Area 4: Good Governance:

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

**FINANCIAL IMPLICATIONS**

Nil

**SUSTAINABILITY IMPLICATIONS**

Nil

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*Item 3.1 continued*

## **MEMBER COUNCIL IMPLICATIONS**

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

## **ATTACHMENT(S)**

1. A blank nomination form for the Office of Chairman, nominate oneself (Ref: Committees-10098)
2. A blank nomination form for the Office of Chairman, nominate another (Ref: Committees-10098)
3. A blank ballot Paper for Election of EMRC Chairman (Ref: Committees-10096)
4. A blank form for declaration by Elected Chairman (Ref: Committees-10097)

## **VOTING REQUIREMENT**

Simple Majority (recommendation)  
Secret Ballot (election of Chairman)

## **RECOMMENDATION(S)**

That the members of the Council elect a Chairman by secret ballot.

The Chief Executive Officer conducted the election of Chairman in accordance with the "First Past the Post" method.

The Chief Executive Officer advised that two (2) nominations for the Office of Chairman of the EMRC had been received, from Councillors Färdig and Pittaway, and called for any further nominations.

No further nominations were received and the CEO closed nominations.

Candidate names were listed on the ballot paper following the drawing of lots.

Following an invitation from the CEO, Councillors Pittaway and Färdig addressed the Council.

A secret ballot was then conducted for the two (2) nominations received from Councillors Pittaway and Färdig and votes counted by the Chief Executive Officer and Manager Administration and Compliance.

The Chief Executive Officer advised there was an equality of votes for the two nominations.

The result of the ballot was Cr Pittaway – six (6) votes, Cr Färdig – six (6) votes.

The Chief Executive Officer advised there would be an adjournment of 10 minutes as required by the Local Government Act and a second secret ballot would be held when the meeting was reconvened and advised that under the legislation, any nomination may be withdrawn and any further nominations could be made.

At 6.50pm, the meeting was adjourned for 10 minutes.



*Item 3.1 continued*

The Chief Executive Officer reconvened the meeting at 7.00pm and asked if there were any further nominations.

There were no further nominations and no nominations were withdrawn.

Lots were again drawn to determine position on the ballot paper.

A second secret ballot was then conducted with the two nominations for Councillors Pittaway and Färdig and votes counted by the Chief Executive Officer and Manager Administration and Compliance.

The result of the second ballot was a tied vote; Cr Pittaway – six (6) votes, Cr Färdig – six (6) votes.

In accordance with the Schedule 4.1 of the Local Government Act 1995, the Chief Executive Officer drew lots to decide the matter. Names of both candidates were placed in separate spheres. Cr Pittaway's name was the first name to be drawn.

**ANNOUNCEMENT: RESULT OF BALLOT FOR OFFICE OF CHAIRMAN**

The Chief Executive Officer declared Councillor Pittaway as Chairman of the Eastern Metropolitan Regional Council for the term commencing 29 October 2009 until 2011.

Councillor Pittaway came forward and was sworn in by the Chief Executive Officer to the office of Chairman of the Eastern Metropolitan Regional Council for the next two years.

The Chief Executive Officer congratulated him and vacated the Chair at 7.08pm.

At 7.08pm, Councillor Pittaway took the Chair.

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## **Nomination for Chairman**

**To the Chief Executive Officer**

**I hereby nominate myself, \_\_\_\_\_ for the position of Chairman of the Eastern Metropolitan Regional Council for the term of Office commencing on the date of the election and continuing until a new Chairman is elected in accordance with Clause 7.4 of the EMRC Establishment Agreement.**

**Signed: \_\_\_\_\_**

**Date: \_\_\_\_\_**



## Nomination for Chairman

To the Chief Executive Officer

I hereby nominate \_\_\_\_\_ for the position of Chairman of the Eastern Metropolitan Regional Council for the term of Office commencing on the date of the election and continuing until a new Chairman is elected in accordance with Clause 7.4 of the EMRC Establishment Agreement.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

\*I \_\_\_\_\_ hereby certify that I accept the above nomination to the position of Chairman of the Eastern Metropolitan Regional Council.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

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



**Eastern Metropolitan Regional Council  
Thursday 29 October 2009**

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

***HOW TO VOTE***

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

**Do not make any other marks on the ballot paper.**

**Lastname, Firstname**

**Lastname, Firstname**

**Lastname, Firstname**



### **3.2 ELECTION AND SWEARING IN OF EMRC DEPUTY CHAIRMAN**

**REFERENCE: COMMITTEES-10019**

#### **PURPOSE OF REPORT**

To provide for an election to be conducted for the office of Deputy Chairman of the EMRC.

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

- Clause 7.3(1) of the Establishment Agreement of the EMRC provides for the election of a Deputy Chairman at the first meeting of the EMRC Council following the day on which biennial ordinary elections to elect councillors to the participants are held. The Deputy Chairman elected is to hold office until the election of a new Deputy Chairman.

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

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

#### **SOURCE OF REPORT**

Acting Executive Manager, Corporate Services  
Manager Administration & Compliance

#### **BACKGROUND**

The Establishment Agreement of the EMRC provides for the election of a Deputy Chairman at the first meeting of the EMRC Council following the day on which biennial ordinary elections to elect councillors to the participants are held. The Deputy Chairman elected is to hold Office until the election of a new Deputy Chairman.

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

#### **REPORT**

The Chairman will conduct the election of the Deputy Chairman.

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

1. A blank nomination form for the Office of Deputy Chairman, nominate oneself
2. A blank nomination form for the Office of Deputy Chairman, nominate another
3. A blank ballot paper for Election of EMRC Deputy Chairman
4. A blank form for declaration by Elected Deputy Chairman

A list of the Members who have been appointed to the EMRC Council, (as available from member Councils at the time of preparing this report), is also included in this report.

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

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*Item 3.2 continued*

Following election, the Deputy Chairman will make a declaration of office.

**EMRC MEMBERS 2009/2011**

**The following Councillors have been appointed by member Councils to the EMRC**

|                            |                    |
|----------------------------|--------------------|
| TBA                        | Town of Bassendean |
| TBA                        | Town of Bassendean |
| Councillor Alan Radford    | City of Bayswater  |
| Councillor Graham Pittaway | City of Bayswater  |
| Councillor Glenys Godfrey  | City of Belmont    |
| Councillor Janet Powell    | City of Belmont    |
| Councillor Don McKechnie   | Shire of Kalamunda |
| Councillor Frank Lindsey   | Shire of Kalamunda |
| Councillor Tony Cuccaro    | Shire of Mundaring |
| Councillor Alan Pilgrim    | Shire of Mundaring |
| Councillor David Färdig    | City of Swan       |
| Councillor Charlie Zannino | City of Swan       |

**The following Councillors have been appointed to deputise for members appointed to the EMRC**

|                            |                    |
|----------------------------|--------------------|
| TBA                        | Town of Bassendean |
| Councillor Barry McKenna   | City of Bayswater  |
| Councillor Phil Marks      | City of Belmont    |
| Councillor Noreen Townsend | Shire of Kalamunda |
| Councillor Jenny Johnson   | Shire of Mundaring |
| Councillor Kevin Bailey    | City of Swan       |

**STRATEGIC/POLICY IMPLICATIONS**

Key Result Area 4: Good Governance:

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

**FINANCIAL IMPLICATIONS**

Nil

**SUSTAINABILITY IMPLICATIONS**

**MEMBER COUNCIL IMPLICATIONS**

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



*Item 3.2 continued*

#### ATTACHMENT(S)

1. A blank nomination form for the Office of Deputy Chairman, nominate oneself (Ref: Committees-10101)
2. A blank nomination form for the Office of Deputy Chairman, nominate another (Ref: Committees-10101)
3. A blank ballot Paper for Election of EMRC Deputy Chairman ([Ref: Committees-10102](#))
4. A blank form for declaration by Elected Deputy Chairman (Ref: Committees-10103)

#### VOTING REQUIREMENT

Simple Majority (recommendation)  
Secret Ballot (election of Deputy Chairman)

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

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

The Chairman advised that two (2) nominations for the Office of Deputy Chairman of the EMRC had been received, from Councillors Piantadosi and Cuccaro and called for any further nominations.

No further nominations were received and nominations were closed.

Lots were drawn to determine position on the ballot paper.

A secret ballot was then conducted for the two (2) nominations received for Councillors Piantadosi and Cuccaro and votes counted by the Chief Executive Officer and Manager Administration and Compliance.

#### **ANNOUNCEMENT: RESULT OF BALLOT FOR OFFICE OF DEPUTY CHAIRMAN**

The result of the ballot was Cr Cuccaro – seven (7) votes and Cr Piantadosi five (5) votes.

The Chairman declared Councillor Cuccaro as Deputy Chairman of the Eastern Metropolitan Regional Council for the term commencing 29 October 2009 until 2011.

Councillor Cuccaro came forward and made his Declaration of Office.

---



## Nomination for Deputy Chairman

To the Chief Executive Officer

I hereby nominate myself, \_\_\_\_\_ for the position of Deputy Chairman of the Eastern Metropolitan Regional Council for the term of Office commencing on the date of the election and continuing until a new Deputy Chairman is elected in accordance with Clause 7.4 of the EMRC Establishment Agreement.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_



## Nomination for Deputy Chairman

To the Chief Executive Officer

I hereby nominate \_\_\_\_\_ for the position of Deputy Chairman of the Eastern Metropolitan Regional Council for the term of Office commencing on the date of the election and continuing until a new Deputy Chairman is elected in accordance with Clause 7.4 of the EMRC Establishment Agreement.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

\*I \_\_\_\_\_ hereby certify that I accept the above nomination to the position of Deputy Chairman of the Eastern Metropolitan Regional Council.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

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



**Eastern Metropolitan Regional Council  
Thursday 29 October 2009**

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

***HOW TO VOTE***

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

Do not make any other marks on the ballot paper.

**Lastname, Firstname**

**Lastname, Firstname**

**Lastname, Firstname**



**4 PUBLIC QUESTION TIME (IN RELATION TO AGENDA ITEMS ONLY)**

Nil

**5 PETITIONS, DEPUTATIONS AND PRESENTATIONS**

Nil

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

Nil

**7 QUESTIONS WITHOUT NOTICE (PERTAINING TO THE AGENDA)**

In response to Cr Godfrey's query on why Council was not appointing members to the Tourism Working Advisory Party (MTWAP) the Chief Executive Officer advised that this was not required as MTWAP was not a formal Committee of Council.

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

Nil

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## **9 REPORTS OF OFFICERS – APPOINTMENT OF COMMITTEES**

### **QUESTIONS**

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

---



## 9 REPORTS OF OFFICERS – APPOINTMENT OF COMMITTEES

### 9.1 APPOINTMENT OF MEMBERS TO THE CHIEF EXECUTIVE OFFICERS ADVISORY COMMITTEE (CEOAC)

REFERENCE: COMMITTEES-10079

#### PURPOSE OF REPORT

Appointment of members and deputy members to the Chief Executive Officers Advisory Committee (CEOAC).

#### KEY ISSUES AND RECOMMENDATION(S)

- Section 5.11(1)(d) of the Local Government Act 1995 provides that the membership of a committee continues until the next ordinary elections day. The terms of appointment of members of the CEOAC therefore expired on 17 October 2009.

#### Recommendation(s)

That by absolute majority, in accordance with section 5.10 of the Local Government Act 1995:

- The Chief Executive Officer of Participant Councils and the EMRC be re-appointed to the Chief Executive Officers Advisory Committee.
- The following persons be appointed as deputy members on the Chief Executive Officers Advisory Committee:

| <u>Participant Local Government</u> | <u>Deputy CEOAC Member (Occupant)</u> |
|-------------------------------------|---------------------------------------|
| Town of Bassendean                  | TBA                                   |
| City of Bayswater                   | Director Technical Services           |
| City of Belmont                     | Acting CEO                            |
| Shire of Kalamunda                  | Director Corporate Services           |
| Shire of Mundaring                  | Director Infrastructure Services      |
| City of Swan                        | TBA                                   |

#### SOURCE OF REPORT

Acting Executive Manager, Corporate Services  
Manager Administration & Compliance

#### BACKGROUND

Chief Executive Officers Advisory Committee:

Established: 8 December 1994.

Membership: Chief Executive Officer of each participant Local Government and the EMRC. A deputy member for CEOAC may be nominated by the CEO of each participant local government.

Meetings: The committee usually meets on the first Tuesday of the month, according to a schedule of meetings adopted by the Council.



*Item 9.1 continued*

Terms of Reference: Strategic and Policy Development

*In particular*

- Maintain Regional working relationships;
- Information technology planning;
- Planning for the Future (formally PAP);
- Budget development;
- Lobby State and Federal Government;
- Liaison with external bodies;
- Economic and community development matters – (Schedule 2, Part 2 of Establishment Agreement);
- Combining Regional groups;
- Elected member training; and
- Regional Tourism.

At the Council meeting held on 18 March 2004, Council appointed deputy members to each of the members of the CEOAC. The deputy members were nominated by the Chief Executive Officer of each participant local government.

**REPORT**

The Chief Executive Officers of each participant Local Government are listed below:

| <u>Participant Local Government</u> | <u>Chief Executive Officer</u> |
|-------------------------------------|--------------------------------|
| Town of Bassendean                  | Mr Bob Jarvis                  |
| City of Bayswater                   | Ms Francesca Lefante           |
| City of Belmont                     | Mr Stuart Cole                 |
| Shire of Kalamunda                  | Mr James Trail                 |
| Shire of Mundaring                  | Mr Jonathan Throssell          |
| City of Swan                        | Mr Mike Foley                  |

The appointment of deputy members to committees provides the opportunity for a committee member to be represented when he or she is unable to attend. Council Policy 2.1 allows for a deputy to be appointed for each committee member. The appointment of deputies is also beneficial as a means of ensuring a quorum is present to allow for the orderly flow of business.

The following persons have been nominated as deputy members of the CEOAC by the Chief Executive Officer of the relevant participant local government.

| <u>Participant Local Government</u> | <u>Nominated Deputy</u>          |
|-------------------------------------|----------------------------------|
| Town of Bassendean                  | TBA                              |
| City of Bayswater                   | Director Technical Services      |
| City of Belmont                     | Acting CEO                       |
| Shire of Kalamunda                  | Director Corporate Services      |
| Shire of Mundaring                  | Director Infrastructure Services |
| City of Swan                        | TBA                              |

Section 5.11(1)(d) of the Local Government Act 1995 provides that the membership of a committee continues until the next ordinary elections day. The terms of appointment of members of this committee therefore expired on 17 October 2009.

---



*Item 9.1 continued*

The nominations for deputy members of the CEOAC have been received from member Council Chief Executive Officers.

In accordance with section 53 of the Interpretation Act 1984 *“where a written law confers a power or imposes a duty upon a person to appoint or designate a person to –*

- (a) Perform any function;*
- (b) Be a member of any board, tribunal, commission, committee, council, or other similar body, whether corporate or unincorporate; or*
- (c) Be or do any other thing,*

*that person may make the appointment or designation either by appointing or designating a person by name or by appointing or designating the holder of an office by the term designating his office; and any such appointment or designation of the holder of an office shall be construed as the appointment or designation of the person from time to time holding, acting in, or lawfully performing the functions of the office.”*

Appointment to the Committee by office (position), rather than name, is considered administratively more efficient because, if during the term of office the person resigns from their substantive position, their replacement will automatically fill their position on the Committee without having to take a report to Council to formally make the appointment.

**STRATEGIC/POLICY IMPLICATIONS**

Council Policy 2.1 provides for the establishment of the Chief Executive Officers Advisory Committee.

Key Result Area 4: Good Governance:

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

**FINANCIAL IMPLICATIONS**

Nil

**SUSTAINABILITY IMPLICATIONS**

Nil

**MEMBER COUNCIL IMPLICATIONS**

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



Item 9.1 continued

ATTACHMENT(S)

Nil

VOTING REQUIREMENT

Absolute Majority

**RECOMMENDATION(S)**

That by absolute majority, in accordance with section 5.10 of the Local Government Act 1995:

1. The Chief Executive Officer of Participant Councils and the EMRC be re-appointed to the Chief Executive Officers Advisory Committee.
2. The following persons be appointed as deputy members on the Chief Executive Officers Advisory Committee:

| <u>Participant Local Government</u> | <u>Deputy CEOAC Member (Occupant)</u> |
|-------------------------------------|---------------------------------------|
| Town of Bassendean                  | TBA                                   |
| City of Bayswater                   | Director Technical Services           |
| City of Belmont                     | Acting CEO                            |
| Shire of Kalamunda                  | Director Corporate Services           |
| Shire of Mundaring                  | Director Infrastructure Services      |
| City of Swan                        | TBA                                   |

The Chief Executive Officer referred to recommendation 2 and advised that additional information had been received that the Deputy CEOAC Member for the Town of Bassendean would be the Director of Operational Services and there would be no deputy for the City of Swan.

**COUNCIL RESOLUTION(S)**

MOVED CR CUCCARO

SECONDED CR MCKECHNIE

THAT BY ABSOLUTE MAJORITY, IN ACCORDANCE WITH SECTION 5.10 OF THE LOCAL GOVERNMENT ACT 1995:

1. THE CHIEF EXECUTIVE OFFICER OF PARTICIPANT COUNCILS AND THE EMRC BE RE-APPOINTED TO THE CHIEF EXECUTIVE OFFICERS ADVISORY COMMITTEE.
2. THE FOLLOWING PERSONS BE APPOINTED AS DEPUTY MEMBERS ON THE CHIEF EXECUTIVE OFFICERS ADVISORY COMMITTEE:

| <u>PARTICIPANT LOCAL GOVERNMENT</u> | <u>DEPUTY CEOAC MEMBER (OCCUPANT)</u> |
|-------------------------------------|---------------------------------------|
| TOWN OF BASSENDEAN                  | DIRECTOR OPERATIONAL SERVICES         |
| CITY OF BAYSWATER                   | DIRECTOR TECHNICAL SERVICES           |
| CITY OF BELMONT                     | ACTING CEO                            |
| SHIRE OF KALAMUNDA                  | DIRECTOR CORPORATE SERVICES           |
| SHIRE OF MUNDARING                  | DIRECTOR INFRASTRUCTURE SERVICES      |
| CITY OF SWAN                        | NO DEPUTY                             |

**CARRIED UNANIMOUSLY**



## 9.2 APPOINTMENT OF MEMBERS TO THE CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE (CEOPRC)

**REFERENCE: COMMITTEES-10088**

### PURPOSE OF REPORT

Appointment of members to the Chief Executive Officer Performance Committee (CEOPRC).

### KEY ISSUES AND RECOMMENDATION(S)

- Section 5.11(1)(d) of the Local Government Act 1995 provides that the membership of a committee continues until the next ordinary elections day. The terms of appointment of members of the CEOPRC therefore expired on 17 October 2009.

#### Recommendation(s)

That by absolute majority, in accordance with section 5.10 of the Local Government Act 1995 the following persons be appointed to the Chief Executive Officer Performance Committee:

| <u>Participant Local Government</u> | <u>Council Member</u> |
|-------------------------------------|-----------------------|
| Town of Bassendean                  | Cr .....              |
| City of Bayswater                   | Cr .....              |
| City of Belmont                     | Cr .....              |
| Shire of Kalamunda                  | Cr .....              |
| Shire of Mundaring                  | Cr .....              |
| City of Swan                        | Cr .....              |

### SOURCE OF REPORT

Acting Executive Manager, Corporate Services  
Manager, Administration & Compliance

### BACKGROUND

Chief Executive Officer Performance Committee:

Established: 20 July 2006.

Membership: Membership consists of six (6) Councillors, inclusive of the Chairman and Deputy Chairman.

Meetings: The committee meets as required, generally between May and August of each year.



*Item 9.2 continued*

Terms of Reference:

- a. Review the CEO's performance in accordance with the appropriate provisions contained within the CEO's Contract of Employment and agreed performance objectives.
- b. Prepare and table the concluded Performance Review Report to the Council for consideration and actioning.
- c. Review the CEO's performance on an on-going basis if the Council or the CEO perceives that there is a need to do so.
- d. Determine the Performance Objectives to be met by the CEO for the following year and refer them to Council for consideration and actioning.
- e. Review the CEO's remuneration package, in accordance with the appropriate provisions of the CEO's Contract of Employment and refer the recommendations to Council for consideration and actioning.
- f. Review the CEO's Contract of Employment and make recommendations to Council in relation to varying the contract as and when necessary.
- g. Discuss with the CEO the possibility of extending his Term of Contract and entering into a new agreement for a further term, including any contract variations and make recommendations to Council for consideration and actioning.

## **REPORT**

Section 5.11(1)(d) of the Local Government Act 1995 provides that the membership of a committee continues until the next ordinary elections day. The terms of appointment of members of this committee therefore expired on 17 October 2009.

It is a requirement of the Local Government Act 1995 (the Act) that all officers employed for a term of more than one year are to undergo an annual performance review. It is a condition of the CEO's Contract of Employment that there will be at least an annual review of performance and an annual review of remuneration in accordance with contractual provisions.

The CEOPRC currently has 6 members, inclusive of the Chairman and Deputy Chairman, and as with other committees made up of Councillors, it is limited to six (6) i.e. one member from each member Council. In accordance with section 5.8 of the Act, committees are to have a minimum of three (3) members.

Deputies have not been appointed to the CEOPRC in the past as it has been considered that the continuity of members during the annual performance review to the CEOPRC is important to ensuring a fair and objective process is followed.

## **STRATEGIC/POLICY IMPLICATIONS**

Council Policy 2.1 provides for the establishment of a Chief Executive Officer Performance Review Committee.

Key Result Area 4: Good Governance:

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



*Item 9.2 continued*

**FINANCIAL IMPLICATIONS**

Nil

**SUSTAINABILITY IMPLICATIONS**

Nil

**MEMBER COUNCIL IMPLICATIONS**

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

**ATTACHMENT(S)**

Nil

**VOTING REQUIREMENT**

Absolute Majority

**RECOMMENDATION(S)**

That by absolute majority, in accordance with section 5.10 of the Local Government Act 1995 the following persons be appointed to the Chief Executive Officer Performance Committee:

| <u>Participant Local Government</u> | <u>Council Member</u> |
|-------------------------------------|-----------------------|
| Town of Bassendean                  | Cr .....              |
| City of Bayswater                   | Cr .....              |
| City of Belmont                     | Cr .....              |
| Shire of Kalamunda                  | Cr .....              |
| Shire of Mundaring                  | Cr .....              |
| City of Swan                        | Cr .....              |



*Item 9.2 continued*

**COUNCIL RESOLUTION(S)**

MOVED CR MCKECHNIE

SECONDED CR RADFORD

THAT BY ABSOLUTE MAJORITY, IN ACCORDANCE WITH SECTION 5.10 OF THE LOCAL GOVERNMENT ACT 1995 THE FOLLOWING PERSONS BE APPOINTED TO THE CHIEF EXECUTIVE OFFICER PERFORMANCE COMMITTEE:

PARTICIPANT LOCAL GOVERNMENT

COUNCIL MEMBER

TOWN OF BASSENDEAN

CR PULE

CITY OF BAYSWATER

CR PITTAWAY

CITY OF BELMONT

CR POWELL

SHIRE OF KALAMUNDA

CR MCKECHNIE

SHIRE OF MUNDARING

CR CUCCARO

CITY OF SWAN

CR FÄRDIG

**CARRIED UNANIMOUSLY**



### 9.3 APPOINTMENT OF MEMBERS TO THE AUDIT COMMITTEE (AC)

REFERENCE: COMMITTEES-10093

#### PURPOSE OF REPORT

Appointment of members to the Audit Committee (AC).

#### KEY ISSUES AND RECOMMENDATION(S)

- Section 5.11(1)(d) of the Local Government Act 1995 provides that the membership of a committee continues until the next ordinary elections day. The terms of appointment of members of the AC therefore expired on 17 October 2009.

#### Recommendation(s)

That by absolute majority, in accordance with section 5.10 of the Local Government Act 1995:

- The following persons be appointed as members to the Audit Committee:

| <u>Participant Local Government</u> | <u>Council Member</u> |
|-------------------------------------|-----------------------|
| Town of Bassendean                  | Cr .....              |
| City of Bayswater                   | Cr .....              |
| City of Belmont                     | Cr .....              |
| Shire of Kalamunda                  | Cr .....              |
| Shire of Mundaring                  | Cr .....              |
| City of Swan                        | Cr .....              |

- The following persons be appointed as deputy members to the Audit Committee:

| <u>Participant Local Government</u> | <u>Deputy Council Member</u> |
|-------------------------------------|------------------------------|
| Town of Bassendean                  | Cr .....                     |
| City of Bayswater                   | Cr .....                     |
| City of Belmont                     | Cr .....                     |
| Shire of Kalamunda                  | Cr .....                     |
| Shire of Mundaring                  | Cr .....                     |
| City of Swan                        | Cr .....                     |

#### SOURCE OF REPORT

Acting Executive Manager, Corporate Services  
Manager Administration & Compliance

#### BACKGROUND

Audit Committee:

Established: 19 May 2005.

Membership: The Membership of the Committee is comprised of one (1) Councillor from each member Council.

Meetings: The committee meets as required at the discretion of the Chairman of the Committee at least three (3) times per year to coincide with approval of the strategic and annual plans, the annual budget and the auditor's report on the annual financial report.



*Item 9.3 continued*

Terms of Reference:

Objectives

The primary objective of the Audit Committee is to assist Council in the effective conduct of its responsibilities for financial reporting, management of risk, maintaining a reliable system of controls and facilitating the organisation's ethical development.

**REPORT**

Section 5.11(1)(d) of the Local Government Act 1995 provides that the membership of a committee continues until the next ordinary elections day. The terms of appointment of members of this committee therefore expired on 17 October 2009.

The appointment of deputy members to committees provides the opportunity for a committee member to be represented when he or she is unable to attend. Council Policy 2.1 allows for a deputy to be appointed for each committee member. The appointment of deputies is also recommended as a means of ensuring a quorum is present to allow for the orderly flow of business.

A legal opinion was sought in 2004 as to the position in relation to deputies for EMRC Councillors on EMRC Committees.

The advice was that the Councillor appointed by the participant member Council as an EMRC Deputy Councillor could deputise on a committee for the corresponding Councillor appointed to the EMRC who had been appointed on a particular committee by resolution of the EMRC.

If however, it was determined that the other Councillor elected as a member of the EMRC Council should also be a deputy member of the committee, the appointment would need to be made by resolution of the EMRC Council.

This report item provides the opportunity for the appointment of the other EMRC Councillor from a member Council to deputise on a committee in addition to the EMRC Deputy Councillor.

**STRATEGIC/POLICY IMPLICATIONS**

Council Policy 2.1 provides for the establishment of an Audit Committee.

Key Result Area 4: Good Governance:

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

**FINANCIAL IMPLICATIONS**

Nil

**SUSTAINABILITY IMPLICATIONS**

Nil

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Item 9.3 continued

## MEMBER COUNCIL IMPLICATIONS

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

## ATTACHMENT(S)

Nil

## VOTING REQUIREMENT

Absolute Majority

## **RECOMMENDATION(S)**

That by absolute majority, in accordance with section 5.10 of the Local Government Act 1995:

1. The following persons be appointed as members to the Audit Committee:

| <u>Participant Local Government</u> | <u>Council Member</u> |
|-------------------------------------|-----------------------|
| Town of Bassendean                  | Cr .....              |
| City of Bayswater                   | Cr .....              |
| City of Belmont                     | Cr .....              |
| Shire of Kalamunda                  | Cr .....              |
| Shire of Mundaring                  | Cr .....              |
| City of Swan                        | Cr .....              |

2. The following persons be appointed as deputy members to the Audit Committee:

| <u>Participant Local Government</u> | <u>Deputy Council Member</u> |
|-------------------------------------|------------------------------|
| Town of Bassendean                  | Cr .....                     |
| City of Bayswater                   | Cr .....                     |
| City of Belmont                     | Cr .....                     |
| Shire of Kalamunda                  | Cr .....                     |
| Shire of Mundaring                  | Cr .....                     |
| City of Swan                        | Cr .....                     |



*Item 9.3 continued*

**COUNCIL RESOLUTION(S)**

MOVED CR GODFREY                      SECONDED CR PULE

THAT BY ABSOLUTE MAJORITY, IN ACCORDANCE WITH SECTION 5.10 OF THE LOCAL GOVERNMENT ACT 1995:

1. THE FOLLOWING PERSONS BE APPOINTED AS MEMBERS TO THE AUDIT COMMITTEE:

| <u>PARTICIPANT LOCAL GOVERNMENT</u> | <u>COUNCIL MEMBER</u> |
|-------------------------------------|-----------------------|
| TOWN OF BASSENDEAN                  | CR PIANTADOSI         |
| CITY OF BAYSWATER                   | CR RADFORD            |
| CITY OF BELMONT                     | CR POWELL             |
| SHIRE OF KALAMUNDA                  | CR MCKECHNIE          |
| SHIRE OF MUNDARING                  | CR PILGRIM            |
| CITY OF SWAN                        | CR FÄRDIG             |

2. THE FOLLOWING PERSONS BE APPOINTED AS DEPUTY MEMBERS TO THE AUDIT COMMITTEE:

| <u>PARTICIPANT LOCAL GOVERNMENT</u> | <u>DEPUTY COUNCIL MEMBER</u> |
|-------------------------------------|------------------------------|
| TOWN OF BASSENDEAN                  | CR PULE                      |
| CITY OF BAYSWATER                   | CR PITTAWAY                  |
| CITY OF BELMONT                     | CR GODFREY                   |
| SHIRE OF KALAMUNDA                  | CR LINDSEY                   |
| SHIRE OF MUNDARING                  | CR CUCCARO                   |
| CITY OF SWAN                        | CR ZANNINO                   |

**CARRIED UNANIMOUSLY**

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## 9.4 APPOINTMENT OF MEMBERS TO THE TECHNICAL ADVISORY COMMITTEE (TAC)

REFERENCE: COMMITTEES-10090

### PURPOSE OF REPORT

Appointment of members to the Technical Advisory Committee (TAC).

### KEY ISSUES AND RECOMMENDATION(S)

- Section 5.11(1)(d) of the Local Government Act 1995 provides that the membership of a committee continues until the next ordinary elections day. The terms of appointment of members of the TAC therefore expired on 17 October 2009.

#### Recommendation(s)

That by absolute majority, in accordance with section 5.10 of the Local Government Act 1995:

- The following persons be appointed to the Technical Advisory Committee:

| <u>Participant Local Government/EMRC</u> | <u>TAC Member</u>                |
|--|----------------------------------|
| Town of Bassendean                       | Director Operational Services    |
| City of Bayswater                        | Director Technical Services      |
| City of Belmont                          | Director Technical Services      |
| Shire of Kalamunda                       | Director Engineering Services    |
| Shire of Mundaring                       | Director Infrastructure Services |
| City of Swan                             | Executive Manager Operations     |
| EMRC                                     | Chief Executive Officer          |

- The following persons be appointed as deputy members to the Technical Advisory Committee:

| <u>Participant Local Government/EMRC</u> | <u>Deputy Member</u>                  |
|--|---------------------------------------|
| Town of Bassendean                       | TBA                                   |
| City of Bayswater                        | Manager Environmental Health Services |
| City of Belmont                          | Manager Health & Ranger Services      |
| Shire of Kalamunda                       | Manager Operations                    |
| Shire of Mundaring                       | Manager Health & Community Safety     |
| City of Swan                             | Manager Fleet and Waste Services      |
| EMRC                                     | No deputy                             |

### SOURCE OF REPORT

Acting Executive Manager, Corporate Services  
Manager Administration & Compliance



*Item 9.4 continued*

## **BACKGROUND**

Technical Advisory Committee:

|                     |   |
|---------------------|---|
| Established:        | Re-visited 8 December 1994.   |
| Membership:         | Membership will be the CEO of the EMRC or nominee and a principal officer of each of the Participant Local Governments nominated by the member Council CEO.<br><br>A Deputy member for the TAC member may be nominated by the CEO of each participant local government. |
| Meetings:           | The committee holds regular meetings usually on a Thursday according to a schedule of meetings adopted by the Council.  |
| Terms of Reference: | To give consideration and prepare recommendations to Council in relation to waste management, environment, risk management and other technical matters referred to it from time to time.  |

## **REPORT**

Section 5.11(1)(d) of the Local Government Act 1995 provides that the membership of a committee continues until the next ordinary elections day. The terms of appointment of members of this committee therefore expired on 17 October 2009.

The nominations for members of the TAC have been received from member Council Chief Executive Officers as follows:

| <u>Participant Local Government</u> | <u>Member</u>                    |
|-------------------------------------|----------------------------------|
| Town of Bassendean                  | Director Operational Services    |
| City of Bayswater                   | Director Technical Services      |
| City of Belmont                     | Director Technical Services      |
| Shire of Kalamunda                  | Director Engineering Services    |
| Shire of Mundaring                  | Director Infrastructure Services |
| City of Swan                        | Executive Manager Operations     |

The appointment of deputy members to committees provides the opportunity for a committee member to be represented when he or she is unable to attend. Council Policy 2.1 allows for a deputy to be appointed for each committee member. The appointment of deputies is also beneficial as a means of ensuring a quorum is present to allow for the orderly flow of business.

The following persons have been nominated as deputy members of the TAC by the Chief Executive Officer of the relevant participant local government.

| <u>Participant Local Government</u> | <u>Deputy Member</u>                  |
|-------------------------------------|---------------------------------------|
| Town of Bassendean                  | TBA                                   |
| City of Bayswater                   | Manager Environmental Health Services |
| City of Belmont                     | Manager Health & Ranger Services      |
| Shire of Kalamunda                  | Manager Operations                    |
| Shire of Mundaring                  | Manager Health & Community Safety     |
| City of Swan                        | Manager Fleet and Waste Services      |



*Item 9.4 continued*

In accordance with section 53 of the Interpretation Act 1984 “*where a written law confers a power or imposes a duty upon a person to appoint or designate a person to –*

- (a) *Perform any function;*
- (b) *Be a member of any board, tribunal, commission, committee, council, or other similar body, whether corporate or unincorporate; or*
- (c) *Be or do any other thing,*

*that person may make the appointment or designation either by appointing or designating a person by name or by appointing or designating the holder of an office by the term designating his office; and any such appointment or designation of the holder of an office shall be construed as the appointment or designation of the person from time to time holding, acting in, or lawfully performing the functions of the office.”*

Appointment to the Committee by office (position), rather than name, is considered administratively more efficient because, if during the term of office the person resigns from their substantive position, their replacement will automatically fill their position on the Committee without having to take a report to Council to formally make the appointment.

#### **STRATEGIC/POLICY IMPLICATIONS**

Council Policy 2.1 provides for the establishment of the Technical Advisory Committee.

Key Result Area 4: Good Governance:

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

#### **FINANCIAL IMPLICATIONS**

Nil

#### **SUSTAINABILITY IMPLICATIONS**

Nil

#### **MEMBER COUNCIL IMPLICATIONS**

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

#### **ATTACHMENT(S)**

Nil



*Item 9.4 continued*

## VOTING REQUIREMENT

Absolute Majority

## **RECOMMENDATION(S)**

That by absolute majority, in accordance with section 5.10 of the Local Government Act 1995:

1. The following persons be appointed to the Technical Advisory Committee:

| <u>Participant Local Government/EMRC</u> | <u>TAC Member</u>                |
|--|----------------------------------|
| Town of Bassendean                       | Director Operational Services    |
| City of Bayswater                        | Director Technical Services      |
| City of Belmont                          | Director Technical Services      |
| Shire of Kalamunda                       | Director Engineering Services    |
| Shire of Mundaring                       | Director Infrastructure Services |
| City of Swan                             | Executive Manager Operations     |
| EMRC                                     | Chief Executive Officer          |

2. The following persons be appointed as deputy members to the Technical Advisory Committee:

| <u>Participant Local Government/EMRC</u> | <u>Deputy Member</u>                  |
|--|---------------------------------------|
| Town of Bassendean                       | TBA                                   |
| City of Bayswater                        | Manager Environmental Health Services |
| City of Belmont                          | Manager Health & Ranger Services      |
| Shire of Kalamunda                       | Manager Operations                    |
| Shire of Mundaring                       | Manager Health & Community Safety     |
| City of Swan                             | Manager Fleet and Waste Services      |
| EMRC                                     | No deputy                             |

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*Item 9.4 continued*

**COUNCIL RESOLUTION(S)**

MOVED CR GODFREY                      SECONDED CR MCKECHNIE

THAT BY ABSOLUTE MAJORITY, IN ACCORDANCE WITH SECTION 5.10 OF THE LOCAL GOVERNMENT ACT 1995:

1. THE FOLLOWING PERSONS BE APPOINTED TO THE TECHNICAL ADVISORY COMMITTEE:

PARTICIPANT LOCAL  
GOVERNMENT/EMRC

TOWN OF BASSENDEAN  
CITY OF BAYSWATER  
CITY OF BELMONT  
SHIRE OF KALAMUNDA  
SHIRE OF MUNDARING  
CITY OF SWAN  
EMRC

TAC MEMBER

DIRECTOR OPERATIONAL SERVICES  
DIRECTOR TECHNICAL SERVICES  
DIRECTOR TECHNICAL SERVICES  
DIRECTOR ENGINEERING SERVICES  
DIRECTOR INFRASTRUCTURE SERVICES  
EXECUTIVE MANAGER OPERATIONS  
CHIEF EXECUTIVE OFFICER

2. THE FOLLOWING PERSONS BE APPOINTED AS DEPUTY MEMBERS TO THE TECHNICAL ADVISORY COMMITTEE:

PARTICIPANT LOCAL  
GOVERNMENT/EMRC

TOWN OF BASSENDEAN  
  
CITY OF BAYSWATER  
  
CITY OF BELMONT  
SHIRE OF KALAMUNDA  
SHIRE OF MUNDARING  
CITY OF SWAN  
EMRC

DEPUTY MEMBER

MANAGER ENVIRONMENT & RANGER  
SERVICES  
MANAGER ENVIRONMENTAL HEALTH  
SERVICES  
MANAGER HEALTH & RANGER SERVICES  
MANAGER OPERATIONS  
MANAGER HEALTH & COMMUNITY SAFETY  
MANAGER FLEET AND WASTE SERVICES  
NO DEPUTY

**CARRIED UNANIMOUSLY**



**9.5 APPOINTMENT OF MEMBERS TO THE RESOURCE RECOVERY COMMITTEE (RRC)**

**REFERENCE: COMMITTEES-10091**

**PURPOSE OF REPORT**

Appointment of members to the Resource Recovery Committee.

**KEY ISSUES AND RECOMMENDATION(S)**

- Section 5.11(1)(d) of the Local Government Act 1995 provides that the membership of a committee continues until the next ordinary elections day. The terms of appointment of members of this committee therefore expired on 17 October 2009. The Committee comprised 1 Council member from each participant and the members of the Technical Advisory Committee.

**Recommendation(s)**

That by absolute majority, in accordance with section 5.10 of the Local Government Act 1995:

- The following persons be appointed to the Resource Recovery Committee:

| <u>Participant Local Government/EMRC</u> | <u>Councillor Member</u> | <u>Officer Member</u>            |
|--|--------------------------|----------------------------------|
| Town of Bassendean                       | Cr .....                 | Director Operational Services    |
| City of Bayswater                        | Cr .....                 | Director Technical Services      |
| City of Belmont                          | Cr .....                 | Director Technical Services      |
| Shire of Kalamunda                       | Cr .....                 | Director Engineering Services    |
| Shire of Mundaring                       | Cr .....                 | Director Infrastructure Services |
| City of Swan                             | Cr .....                 | Executive Manager Operations     |
| EMRC                                     |                          | Chief Executive Officer          |

- The following persons be appointed as deputy members to the Resource Recovery Committee:

| <u>Participant Local Government/EMRC</u> | <u>Deputy Councillor Member</u> | <u>Deputy Officer Member</u>          |
|--|---------------------------------|---------------------------------------|
| Town of Bassendean                       | Cr .....                        | TBA                                   |
| City of Bayswater                        | Cr .....                        | Manager Environmental Health Services |
| City of Belmont                          | Cr .....                        | Manager Health & Ranger Services      |
| Shire of Kalamunda                       | Cr .....                        | Manager Operations                    |
| Shire of Mundaring                       | Cr .....                        | Manager Health & Community Safety     |
| City of Swan                             | Cr .....                        | Manager Fleet and Waste Services      |
| EMRC                                     |                                 | No deputy                             |

**SOURCE OF REPORT**

Acting Executive Manager, Corporate Services  
 Manager Administration & Compliance



*Item 9.5 continued*

## **BACKGROUND**

Resource Recovery Committee:

Established: 24 February 2000.

Membership: The membership of the Committee is comprised of one (1) Councillor from each member Council and the members of the Technical Advisory Committee (TAC).

The deputy members appointed for TAC will have the same role on the RRC.

Council will appoint deputy members to members of the Council on the RRC.

Meetings: The committee holds regular meetings and preferably immediately following the TAC meeting according to a schedule of meetings adopted by Council.

Terms of Reference: To review and progress resource recovery activities for the region.

## **REPORT**

Section 5.11(1)(d) of the Local Government Act 1995 provides that the membership of a committee continues until the next ordinary elections day. The terms of appointment of members of this committee therefore expired on 17 October 2009.

Nominations for Councillor members of the RRC are being sought as part of this report item.

The appointment of deputy members to committees provides the opportunity for a committee member to be represented when he or she is unable to attend. Council Policy 2.1 allows for a deputy to be appointed for each committee member. The appointment of deputies is also recommended as a means of ensuring a quorum is present to allow for the orderly flow of business.

A legal opinion was sought in 2004 as to the position in relation to deputies for EMRC Councillors on EMRC Committees.

The advice was that the Councillor appointed by the participant member Council as an EMRC Deputy Councillor could deputise on a committee for the corresponding Councillor appointed to the EMRC who had been appointed on a particular committee by resolution of the EMRC.

If however, it was determined that the other Councillor elected as a member of the EMRC Council should also be a deputy member of the committee, the appointment would need to be made by resolution of the EMRC Council.

This report item provides the opportunity for the appointment of the other EMRC Councillor from a member Council to deputise on a committee in addition to the EMRC Deputy Councillor.

Nominations for Deputy Councillor members are being sought as part of this report item.

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*Item 9.5 continued*

In accordance with the RRC Terms of Reference, officer members of the RRC are members of the TAC. The officers on the RRC are:

| <u>Participant Local Government/EMRC</u> | <u>RRC Officer Member</u>        |
|--|----------------------------------|
| Town of Bassendean                       | Director Operational Services    |
| City of Bayswater                        | Director Technical Services      |
| City of Belmont                          | Director Technical Services      |
| Shire of Kalamunda                       | Director Engineering Services    |
| Shire of Mundaring                       | Director Infrastructure Services |
| City of Swan                             | Executive Manager Operations     |
| EMRC                                     | Chief Executive Officer          |

The following persons have been nominated as deputy officer members of the RRC by the Chief Executive Officer of the relevant participant local government.

| <u>Participant Local Government/EMRC</u> | <u>Deputy Officer Member</u>          |
|--|---------------------------------------|
| Town of Bassendean                       | TBA                                   |
| City of Bayswater                        | Manager Environmental Health Services |
| City of Belmont                          | Manager Health & Ranger Services      |
| Shire of Kalamunda                       | Manager Operations                    |
| Shire of Mundaring                       | Manager Health & Community Safety     |
| City of Swan                             | Manager Fleet and Waste Services      |
| EMRC                                     | No deputy                             |

In accordance with section 53 of the Interpretation Act 1984 *“where a written law confers a power or imposes a duty upon a person to appoint or designate a person to –*

- (a) Perform any function;*
- (b) Be a member of any board, tribunal, commission, committee, council, or other similar body, whether corporate or unincorporate; or*
- (c) Be or do any other thing,*

*that person may make the appointment or designation either by appointing or designating a person by name or by appointing or designating the holder of an office by the term designating his office; and any such appointment or designation of the holder of an office shall be construed as the appointment or designation of the person from time to time holding, acting in, or lawfully performing the functions of the office.”*

Appointment to the Committee by office (position), rather than name, is considered administratively more efficient because, if during the term of office the person resigns from their substantive position, their replacement will automatically fill their position on the Committee without having to take a report to Council to formally make the appointment.

## **STRATEGIC/POLICY IMPLICATIONS**

Policy 2.1 of the EMRC Catalogue of EMRC Policies provides for the establishment of the Resource Recovery Committee.

Key Result Area 4: Good Governance:

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

## **FINANCIAL IMPLICATIONS**

Nil



Item 9.5 continued

**SUSTAINABILITY IMPLICATIONS**

Nil

**MEMBER COUNCIL IMPLICATIONS**

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

ATTACHMENT(S)

Nil

VOTING REQUIREMENT

Absolute Majority

**RECOMMENDATION(S)**

That by absolute majority, in accordance with section 5.10 of the Local Government Act 1995:

- The following persons be appointed to the Resource Recovery Committee:

| <u>Participant Local Government/EMRC</u> | <u>Councillor Member</u> | <u>Officer Member</u>            |
|--|--------------------------|----------------------------------|
| Town of Bassendean                       | Cr .....                 | Director Operational Services    |
| City of Bayswater                        | Cr .....                 | Director Technical Services      |
| City of Belmont                          | Cr .....                 | Director Technical Services      |
| Shire of Kalamunda                       | Cr .....                 | Director Engineering Services    |
| Shire of Mundaring                       | Cr .....                 | Director Infrastructure Services |
| City of Swan                             | Cr .....                 | Executive Manager Operations     |
| EMRC                                     |                          | Chief Executive Officer          |

- The following persons be appointed as deputy members to the Resource Recovery Committee:

| <u>Participant Local Government/EMRC</u> | <u>Deputy Councillor Member</u> | <u>Deputy Officer Member</u>          |
|--|---------------------------------|---------------------------------------|
| Town of Bassendean                       | Cr .....                        | TBA                                   |
| City of Bayswater                        | Cr .....                        | Manager Environmental Health Services |
| City of Belmont                          | Cr .....                        | Manager Health & Ranger Services      |
| Shire of Kalamunda                       | Cr .....                        | Manager Operations                    |
| Shire of Mundaring                       | Cr .....                        | Manager Health & Community Safety     |
| City of Swan                             | Cr .....                        | Manager Fleet and Waste Services      |
| EMRC                                     |                                 | No deputy                             |



Item 9.5 continued

**COUNCIL RESOLUTION(S)**

MOVED CR POWELL

SECONDED CR MCKECHNIE

THAT BY ABSOLUTE MAJORITY, IN ACCORDANCE WITH SECTION 5.10 OF THE LOCAL GOVERNMENT ACT 1995:

1. THE FOLLOWING PERSONS BE APPOINTED TO THE RESOURCE RECOVERY COMMITTEE:

| <u>PARTICIPANT LOCAL GOVERNMENT/EMRC</u> | <u>COUNCILLOR MEMBER</u> | <u>RRC OFFICER MEMBER</u>        |
|--|--------------------------|----------------------------------|
| TOWN OF BASSENDEAN                       | CR PULE                  | DIRECTOR OPERATIONAL SERVICES    |
| CITY OF BAYSWATER                        | CR RADFORD               | DIRECTOR TECHNICAL SERVICES      |
| CITY OF BELMONT                          | CR GODFREY               | DIRECTOR TECHNICAL SERVICES      |
| SHIRE OF KALAMUNDA                       | CR LINDSEY               | DIRECTOR ENGINEERING SERVICES    |
| SHIRE OF MUNDARING                       | CR CUCCARO               | DIRECTOR INFRASTRUCTURE SERVICES |
| CITY OF SWAN                             | CR FÄRDIG                | EXECUTIVE MANAGER OPERATIONS     |
| EMRC                                     |                          | CHIEF EXECUTIVE OFFICER          |

2. THE FOLLOWING PERSONS BE APPOINTED AS DEPUTY MEMBERS TO THE RESOURCE RECOVERY COMMITTEE:

| <u>PARTICIPANT LOCAL GOVERNMENT/EMRC</u> | <u>DEPUTY COUNCILLOR MEMBER</u> | <u>DEPUTY OFFICER MEMBER</u>          |
|--|---------------------------------|---------------------------------------|
| TOWN OF BASSENDEAN                       | CR PIANTADOSI                   | MANAGER ENVIRONMENT & RANGER SERVICES |
| CITY OF BAYSWATER                        | CR PITTAWAY                     | MANAGER ENVIRONMENTAL HEALTH SERVICES |
| CITY OF BELMONT                          | CR POWELL                       | MANAGER HEALTH & RANGER SERVICES      |
| SHIRE OF KALAMUNDA                       | CR MCKECHNIE                    | MANAGER OPERATIONS                    |
| SHIRE OF MUNDARING                       | CR PILGRIM                      | MANAGER HEALTH & COMMUNITY SAFETY     |
| CITY OF SWAN                             | CR ZANNINO                      | MANAGER FLEET AND WASTE SERVICES      |
| EMRC                                     |                                 | NO DEPUTY                             |

**CARRIED UNANIMOUSLY**



## 9.6 APPOINTMENT OF MEMBERS TO THE INVESTMENT COMMITTEE (IC)

REFERENCE: COMMITTEES-10089

### PURPOSE OF REPORT

Appointment of members to the Investment Committee (IC).

### KEY ISSUES AND RECOMMENDATION(S)

- Section 5.11(1)(d) of the Local Government Act 1995 provides that the membership of a committee continues until the next ordinary elections day. The terms of appointment of members of the IC therefore expired on 17 October 2009.

#### Recommendation(s)

That by absolute majority, in accordance with section 5.10 of the Local Government Act 1995, Cr(s) ..... be appointed as members to the Investment Committee.

### SOURCE OF REPORT

Acting Executive Manager, Corporate Services  
Manager, Administration & Compliance

### BACKGROUND

Investment Committee:

Established: 21 February 2008

Membership: The Membership of the Committee is comprised of Council members able to meet at short notice.

Meetings: The committee meets as required at the discretion of the Chairman of the Committee.

Terms of Reference: Objectives

The primary objective of the Investment Committee is to deal with matters related to EMRC's Management of Investment Policy.

The Investment Committee is established to:

- Consider amendment and revision to EMRC Policy 3.5 Management of Investment Policy;
- Deal with matters referred to the committee, by the Chief Executive Officer (CEO), under Policy 3.5 Management of Investment Policy; and
- Deal with legal and other matters associated with the Grange Securities Ltd/Lehman Brothers Investment Mandate Agreement (3 March 2005) as referred to the committee by the CEO or Council.

Delegation: The Investment Committee has the delegated powers and duties of Council associated with the EMRC investment portfolio, that have not been delegated to the CEO inclusive of, but not limited to, the acceptance of tenders for the provision of advice and services and to deal with any legal proceedings that may need to be initiated.



*Item 9.6 continued*

## **REPORT**

Section 5.11(1)(d) of the Local Government Act 1995 provides that the membership of a committee continues until the next ordinary elections day. The terms of appointment of members of this committee therefore expired on 17 October 2009.

The IC currently has four (4) members. In accordance with section 5.8 of the Act, committees are to have a minimum of three (3) members. It is envisaged that membership of the IC would be limited to a maximum six (6) i.e. one member from each member Council, however one of the criteria for this committee is that members be available to attend meetings at short notice and within normal business hours, if required.

## **STRATEGIC/POLICY IMPLICATIONS**

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

Key Result Area 4: Good Governance:

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

## **FINANCIAL IMPLICATIONS**

Nil

## **SUSTAINABILITY IMPLICATIONS**

Nil

## **MEMBER COUNCIL IMPLICATIONS**

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



*Item 9.6 continued*

ATTACHMENT(S)

Nil

VOTING REQUIREMENT

Absolute Majority

**RECOMMENDATION(S)**

That by absolute majority, in accordance with section 5.10 of the Local Government Act 1995, Cr(s) ..... be appointed as members to the Investment Committee.

The Chief Executive Officer pointed out that the Investment Committee had delegated powers and a minimum of three members were required and members would need to be able to meet at short notice and during business hours.

**COUNCIL RESOLUTION(S)**

MOVED CR GODFREY                      SECONDED CR PULE

THAT BY ABSOLUTE MAJORITY, IN ACCORDANCE WITH SECTION 5.10 OF THE LOCAL GOVERNMENT ACT 1995, CR(S) PIANTADOSI, MCKECHNIE AND PILGRIM BE APPOINTED AS MEMBERS TO THE INVESTMENT COMMITTEE.

**CARRIED UNANIMOUSLY**

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## 9.7 APPOINTMENT OF MEMBER DELEGATE AND MEMBER DEPUTY DELEGATE TO THE MUNICIPAL WASTE ADVISORY COUNCIL (MWAC)

**REFERENCE: COMMITTEES-10099**

### PURPOSE OF REPORT

To review the Council's appointment of delegates to the Municipal Waste Advisory Council (MWAC).

### KEY ISSUES AND RECOMMENDATION(S)

- There is no term of office for these appointments. The member can continue as a delegate for as long as he/she is a member of the EMRC. However, Council has reviewed the appointment of member and deputy member delegates to MWAC following the ordinary elections day.

#### Recommendation(s)

That:

1. Cr. .... be the Member Delegate to the Municipal Waste Advisory Council and that Cr. .... be the Deputy Member Delegate to the Municipal Waste Advisory Council.
2. The Executive Manager Waste Management Services be the Officer Delegate to the Municipal Waste Advisory Council and that the Chief Executive Officer (CEO) be the Deputy Officer Delegate to the Municipal Waste Advisory Council.

### SOURCE OF REPORT

Acting Executive Manager, Corporate Services  
Manager Administration & Compliance

### BACKGROUND

EMRC Policy 1.1 Election of MWAC Representatives states that:

1. The Council will elect a Member Delegate and Member Deputy Delegate and an Officer Delegate and Deputy Delegate to represent the EMRC on the MWAC.
2. If either the Member Delegate or Officer Delegate is not present at a MWAC meeting the Member Deputy Delegate or Officer Deputy Delegate will be eligible to vote on behalf of the EMRC.

The Municipal Waste Advisory Council (MWAC) is a standing committee of the Western Australian Local Government Association with delegated authority on municipal waste issues.

MWAC's membership includes the major Regional Councils. This makes MWAC a forum through which all the major Local Government waste management organisations cooperate.

MWAC focuses its work in three main areas:

- The proactive development of policy on priority issues;
- Comprehensive representation of Local Government views on legislation, regulations, administrative policy and related matters; and
- The delivery of grant funded programs consistent with Local Government priorities.

There is no sitting fee for MWAC members.



*Item 9.7 continued*

MWAC meets every second month, usually on the third Wednesday of the month. The meetings run from 4:00pm to 6:00pm and are followed by a light supper. The meetings are held at Local Government House, 15 Altona Street, West Perth. Agendas are posted out the Wednesday prior to the meeting, and posted on the WasteNet website.

Members of MWAC are expected to:

- Attend all meetings (extenuating circumstances excepted);
- Have some background knowledge/and or interest in waste management issues generally;
- Read their agendas prior to meetings;
- Act as a representative of their Regional Council and community; and
- Contribute knowledge/opinions/ideas in MWAC meetings.

Basically the biggest expectation of MWAC members is that they attend meetings, are interested and contribute ideas, etc. There are occasional workshops/seminars/conferences for Elected Members, but the Chair will usually act as the MWAC representative in this instance, and other Elected Members can optionally attend.

## **REPORT**

MWAC member organisations include the Eastern Metropolitan Regional Council, Southern Metropolitan Regional Council, Western Metropolitan Regional Council, Mindarie Regional Council, South East Metropolitan Regional Council, City of Geraldton-Greenough, Waste Management Authority, and the zones of the Western Australian Local Government Association. MWAC technical advice comes through the Officers' Advisory Group (OAG) which includes CEOs and senior officers of Regional Councils as well as representatives from the metropolitan zones, the Country Shire Councils' Association and Country Urban Councils' Association.

There is no term of office for these appointments. The member can continue as a delegate for as long as he/she is a member of the EMRC. However, Council has traditionally reviewed the appointment of member and deputy member delegates to MWAC following the ordinary elections day.

## **STRATEGIC/POLICY IMPLICATIONS**

EMRC Policy 1.1 Election of MWAC Representatives

## **FINANCIAL IMPLICATIONS**

Nil

## **SUSTAINABILITY IMPLICATIONS**

Nil

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*Item 9.7 continued*

## **MEMBER COUNCIL IMPLICATIONS**

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

## **ATTACHMENT(S)**

Nil

## **VOTING REQUIREMENT**

Simple Majority

## **RECOMMENDATION(S)**

That:

1. Cr. .... be the Member Delegate to the Municipal Waste Advisory Council and that Cr. .... be the Deputy Member Delegate to the Municipal Waste Advisory Council.
2. The Executive Manager Waste Management Services be the Officer Delegate to the Municipal Waste Advisory Council and that the Chief Executive Officer (CEO) be the Deputy Officer Delegate to the Municipal Waste Advisory Council.

Crs Godfrey and Pule were nominated by Crs Färdig and Piantadosi respectively.

The Chairman advised that the member delegate to the Municipal Waste Advisory Council (MWAC) would be decided by secret ballot.

A secret ballot was then conducted for the two (2) nominations received from Councillors Godfrey and Pule and votes counted by the Chief Executive Officer.

The Chairman advised that the result of the ballot was Cr Godfrey seven (7) votes and Cr Pule five (5) votes and declared Councillor Godfrey as the member delegate to the Municipal Waste Advisory Council (MWAC).

Cr Godfrey nominated Cr Pule as the deputy delegate to the Municipal Waste Advisory Council (MWAC).

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*Item 9.7 continued*

**COUNCIL RESOLUTION(S)**

MOVED CR POWELL

SECONDED CR RADFORD

THAT:

1. CR GODFREY BE THE MEMBER DELEGATE TO THE MUNICIPAL WASTE ADVISORY COUNCIL AND THAT CR PULE BE THE DEPUTY MEMBER DELEGATE TO THE MUNICIPAL WASTE ADVISORY COUNCIL.
2. THE EXECUTIVE MANAGER WASTE MANAGEMENT SERVICES BE THE OFFICER DELEGATE TO THE MUNICIPAL WASTE ADVISORY COUNCIL AND THAT THE CHIEF EXECUTIVE OFFICER (CEO) BE THE DEPUTY OFFICER DELEGATE TO THE MUNICIPAL WASTE ADVISORY COUNCIL.

**CARRIED UNANIMOUSLY**

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## **9.8 ELECTED MEMBERS – INDUCTION**

**REFERENCE: COMMITTEES-10095**

### **PURPOSE OF REPORT**

To provide details of a Councillor Induction evening.

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

- The EMRC organises a Councillor Induction Evening as soon as practicable following the Ordinary Local Government elections (held biennially).
- The Induction Evening is considered an important event on EMRC's calendar as it provides an opportunity for newly elected Councillors to meet their fellow Councillors from the other member Councils.
- It is also an opportunity for the EMRC to provide high level information on current operations and projects and the future strategic direction of the organisation.
- A Councillor Induction Evening has been arranged for Thursday 5 November 2009.
- All EMRC Councillors and Deputy Councillors will be invited to the event.
- The draft Programme is attached for information.
- The CEO's Office will be in contact with all invitees, following this meeting, to discuss their availability to attend the Induction Evening.

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

That the information be noted.

### **SOURCE OF REPORT**

Acting Executive Manager, Corporate Services

### **BACKGROUND**

The EMRC organises a Councillor Induction Evening as soon as practicable following the Ordinary Local Government elections (held biennially). The Induction evening, followed by a dinner, usually commences at 6.30pm and all EMRC Councillors and Deputy Councillors are invited to attend this function.

The Induction Evening is considered an important event on EMRC's calendar as it not only provides an opportunity for newly elected Councillors to meet their fellow Councillors from the other member Councils, but also is an opportunity for the EMRC to provide high level information on current operations and projects and the future strategic direction of the organisation.

### **REPORT**

It is preferred that the Induction Evening is held as soon as possible following the elections to enable Councillors to receive a high level briefing on the organisation, current projects and its strategic direction.

Arrangements have been made to conduct the Councillor Induction Evening on Thursday 5 November 2009. The first meeting of Council is scheduled for Thursday 3 December 2009, commencing at 6.00pm.

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*Item 9.8 continued*

#### Induction Evening Format

It is proposed that the Induction Evening will commence with an optional tour of the Red Hill Waste Management Facility and Hazelmere Recycling Centre. Attendees will be requested to convene at the EMRC at 4pm and will be taken by bus to these two facilities. The EMRC's CEO and Executive Managers will be on the bus to provide a commentary.

Formal presentations will commence at the culmination of the tours. It is proposed that this will include a presentation by Mr Neil Douglas from McLeods Solicitors, who will provide information on the role and responsibility of being an EMRC Councillor. The CEO and Executive Managers will also make brief, but informative presentations.

All EMRC Councillors and Deputy Councillors, will be invited to the event. The Induction Evening Programme has been structured to enable those Councillors who are unable to attend the optional tour to be able to attend the second part of the Induction Evening.

The draft Programme is attached for information. The CEO's Office will be in contact with all invitees, following this meeting, to discuss their availability to attend the Induction Evening.

#### **STRATEGIC/POLICY IMPLICATIONS**

Key Result Area 4 – Good Governance

- 4.3 To manage partnerships and relationships
- 4.4 To improve marketing and communications
- 4.5 To provide responsible and accountable governance of the EMRC

#### **FINANCIAL IMPLICATIONS**

Nil

#### **SUSTAINABILITY IMPLICATIONS**

Nil

#### **MEMBER COUNCIL IMPLICATIONS**

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

#### ATTACHMENT(S)

Councillor Induction Evening – Programme ([Ref: Committees-10119](#))

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*Item 9.8 continued*

**VOTING REQUIREMENT**

Simple Majority

**RECOMMENDATION(S)**

That the information be noted.

The Chief Executive Officer advised that the bus tour of the Red Hill Waste Management Facility and Hazelmere Recycling Centre commencing at 4.00pm was optional and subject to numbers, and asked if invitees could indicate who will be attending the tour.

**COUNCIL RESOLUTION(S)**

MOVED CR POWELL

SECONDED CR CUCCARO

THAT THE INFORMATION BE NOTED.

**CARRIED UNANIMOUSLY**

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**COUNCILLOR INDUCTION EVENING**  
**PROGRAMME**

| TIME   | ACTIVITY   | COMMENTS  |
|--|--|---|
| <b>AFTERNOON SESSION – BUS TOUR (4.00 PM to 6.15 PM)</b>             |  |   |
| 4.00 PM  | Councillors arrive at EMRC.  | <ul style="list-style-type: none"> <li>▪ Greeted by CEO and Executive Team</li> <li>▪ Tea/Coffee</li> </ul>   |
| 4.15   | Board Bus & head towards Red Hill via <ul style="list-style-type: none"> <li>▪ Guildford</li> <li>▪ Reid Highway</li> <li>▪ Middle Swan</li> </ul> | Commentary – Executive Manager Regional Services  |
| 4.45   | Arrive Red Hill & tour   | Commentary – Executive Manager Waste Management Services  |
| 5.15   | Depart Red Hill  | Head towards Hazelmere  |
| 5.45   | Tour Hazelmere   | Commentary – Executive Manager Waste Management Services  |
| 6.00   | Depart Hazelmere   |   |
| 6.15   | Arrive EMRC Administration Centre  |   |
| <b>EVENING SESSION – PRESENTATION &amp; DINNER (6.30 PM onwards)</b> |  |   |
| 6.30   | Councillors not participating in Tour to arrive at EMRC  | <ul style="list-style-type: none"> <li>▪ Greeted by CEO and Executive Management Team</li> <li>▪ Tea/Coffee &amp; light refreshments available</li> </ul> |
| 6.45   | Welcome & History of EMRC  | <ul style="list-style-type: none"> <li>▪ Chief Executive Officer</li> </ul>   |
| 7.00   | Role & Responsibility of an EMRC Councillor  | <ul style="list-style-type: none"> <li>▪ Mr Neil Douglas from McLeods Solicitors</li> </ul>   |
| 7.30   | Presentations  | <ul style="list-style-type: none"> <li>▪ Executive Managers</li> </ul>  |
| 8.30   | Dinner   |   |
| <b>NETWORKING</b>  |  |   |



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

Nil

**11 FUTURE MEETINGS OF COUNCIL**

The next meeting of Council will be held on **Thursday 3 December 2009** at the EMRC Administration Office, 1<sup>st</sup> Floor, Ascot Place, 226 Great Eastern Highway, Belmont WA 6104 commencing at 6.00pm.

**Future Meetings 2009**

Thursday                      3 December                      at                      EMRC Administration Office  
January 2010 (recess)

**12 DECLARATION OF CLOSURE OF MEETING**

There being no further business, the meeting was closed at 7.35pm.

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