

TECHNICAL ADVISORY COMMITTEE

MINUTES

17 September 2009

(REF: COMMITTEES-9873)

A meeting of the Technical Advisory Committee was held at the EMRC Administration Office, 1st Floor, 226 Great Eastern Highway, BELMONT WA 6104 on **Thursday, 17 September 2009**. The meeting commenced at **3.05pm**.

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1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Chairman opened the meeting at 3.05pm.

2 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE PREVIOUSLY APPROVED

Committee Members

Mr Mahesh Singh (Chairman)	Executive Manager, Engineering Services	Shire of Kalamunda
Mr Simon Stewert-Dawkins	Director Operational Services	Town of Bassendean
Mr Doug Pearson	Director Technical Services	City of Bayswater
Mr Ric Lutey	Director Technical Services	City of Belmont
Mr Shane Purdy (Deputy Chairman) (<i>from 3.20pm</i>)	Executive Manager, Infrastructure Services	Shire of Mundaring
Mr Jim Coten	Executive Manager, Operational and Development Services	City of Swan
Mr Peter Schneider	Chief Executive Officer	

EMRC Officers

Mr Adam Johnson	Executive Manager, Waste Management Services
Mr Stephen Fitzpatrick (<i>from 3.15pm</i>)	Manager, Project Development
Ms Bonnie Kinsman	Administration Officer (Minutes)
Ms Terri-Ann Ashton	Manager, Administration and Compliance

EMRC Apologies

Ms Rhonda Hardy	Executive Manager, Regional Services
Mr Brian Bushby	Manager Operations

Visitor

Mr Diego Eguiguren (<i>until 3.45pm</i>)	Architect	Q3 Architecture
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3 DISCLOSURE OF INTERESTS

Nil

4 ANNOUNCEMENT BY THE CHAIRMAN OR PERSON PRESIDING WITHOUT DISCUSSION

The Chairman announced that Diego Eguiguren from Q3 Architecture will provide a presentation in relation to item 9.7, and that item 9.7 will be dealt with immediately following the presentation.

5 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

5.1 MINUTES OF TECHNICAL ADVISORY COMMITTEE MEETING HELD ON 13 AUGUST 2009

That the Minutes of the Technical Advisory Committee meeting held on 13 August 2009, which have been distributed, be confirmed.

TAC RESOLUTION(S)

MOVED MR PEARSON SECONDED MR LUTEY

THAT THE MINUTES OF THE TECHNICAL ADVISORY COMMITTEE MEETING HELD ON 13 AUGUST 2009, WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.

CARRIED UNANIMOUSLY



6 PRESENTATIONS

Mr Eguiguren provided a summary and presentation in regards to Item 9.7.

Mr Lutey suggested that the proposed plant screens will provide opportunity for people to hide behind and break into the building, and asked if window security has been taken into consideration. Mr Eguiguren advised that louvres will be fixed to the windows but will not act as security. Security lighting may be an option to deter people. The Executive Manager, Waste Management Services suggested that the way in which the vegetation is managed could also be looked into to, keeping visibility high near ground level.

Mr Stewert-Dawkins commented that he believed the plant screen would not attenuate as much noise as suggested by Mr Eguiguren. Mr Eguiguren advised that he had information to the contrary, but would take on board the comments. The Executive Manager Waste Management Services confirmed that the screens were also intended to “soften” the building outline and provide a more pleasant outlook for staff without the difficulties associated maintaining a hedge.

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

Nil

8 BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING

Nil



9 REPORTS OF OFFICERS

9.1 TENDER 2009-06 - FARM STAGE 1 LANDFILL AND LEACHATE POND CONSTRUCTION

REFERENCE: COMMITTEES-9881

PURPOSE OF REPORT

The purpose of this report is to advise Council of the results of the tender for Farm Stage 1 Landfill and Leachate Pond Construction and recommend acceptance of the Tender from CECK Civil Construction Pty Ltd.

KEY ISSUES AND RECOMMENDATION(S)

- A tender for the construction of Farm Stage 1 Landfill and Leachate Ponds was advertised in the West Australian newspaper on 22 July 2009 and online at the EMRC Tenderlink Website.
- Tenders closed on 14 August 2009. Eight submissions were received.
- The tender called for the construction of the Farm Stage 1 Landfill Cell, construction of a Class III leachate pond and construction of a stormwater retention pond.

Recommendation(s)

That:

1. Council award tender number 2009-06 to CECK Pty Ltd for \$2,861,881.30 (ex GST).
2. The CEO be authorised on behalf of the EMRC to enter into a contract with CECK Pty Ltd in accordance with their submitted tender, subject to any minor variations that may be agreed on between the CEO and CECK Pty Ltd.
3. Council authorise a 10% contingency on the contract sum for contract variations for Tender 2009-06.

SOURCE OF REPORT

Team Leader Engineering
Executive Manager, Waste Management Services

BACKGROUND

As part of the ongoing development of the Red Hill landfill, new landfill cells are to be lined prior to the acceptance of waste. The current cell for Class III waste (Stage 12) is projected to be filled by March 2011. Given that construction can only be conducted over the summer months, and given that the EMRC seeks to have no less than 6 months of landfill airspace in reserve, a new landfill cell for Class III waste is required to be built in the summer of 2009/2010. The cell is the first landfill cell on Lot 12 (also referred to as "Red Hill Farm").

The cell has been designed with a lining system comprising both compacted clay and High Density Polyethylene (HDPE), and is thus in accordance with draft DEC best practice landfill guidelines. Associated with the landfill construction is the establishment of sufficient leachate storage capacity to cater for much of the development of Red Hill Farm as a landfill. This is provided by two ponds, both lined with clay and HDPE. In the initial years of operations, one of the ponds will be used for stormwater retention. That pond will be converted to a leachate pond as the Red Hill Farm landfill progresses.



Item 9.1 continued

REPORT

Tender 2009/6 was advertised on 22 July 2009. A mandatory site briefing was held on 29 July 2009, and was attended by 23 companies. Tenders closed on 14 August 2009, with tenders received from:

- Malavoca Pty Ltd
- Industrial Roadpavers Pty Ltd
- Roadline Contracting Pty Ltd
- Minesite Construction Services
- CECK Pty Ltd
- Abigroup Contractors
- Ralmana Pty Ltd T/A RJ Vincent & Co.
- Watpac Civil infrastructure Pty Ltd

Tenders were assessed based on the following assessment criteria:

Criterion	Weighting
Previous Experience in installation of Geosynthetics	20%
Previous experience in bulk excavation and clay lining/capping	20%
Safety Management Plan and previous safety record	5%
Environmental Management Plan	5%
Tendered Price	50%

CECK Pty Ltd scored highest in all of the four qualitative criteria above. This is because CECK demonstrated substantial experience in bulk earthworks, and the subcontractor nominated to install the geosynthetics (HDPE and other materials) also has substantial experience. CECK's tender submission provided excellent safety and environmental Quality Assurance manuals. Reference checks confirmed the CECK quality in recent projects.

A detailed Bill of Quantities was submitted by each Tenderer under five main tasks:

- Preliminary and Special Requirements
- Farm Stage 1 Earthworks
- Leachate Drainage
- Leachate and Stormwater Ponds
- "As Constructed Drawings

The scoring for the submissions was developed based on the variance between the tenderer's price and the mean price of the submissions. The CECK submission was the third highest price, and very close to the mean price.

Since CECK scored substantially better in the qualitative criteria, CECK is the preferred tenderer notwithstanding the fact that CECK is not the lowest priced tenderer.

STRATEGIC/POLICY IMPLICATIONS

The key outcome objective "Minimise the Environmental Impact of Waste Disposal" requires best practice landfill cells to be constructed as and when needed.

FINANCIAL IMPLICATIONS

The tendered price of \$2,861,881.30, together with a 10% contingency, is less than the budget provision of \$3,420,268.00. Including the contingency sum still represents a saving of almost \$300,000 on the budget provision.



Item 9.1 continued

SUSTAINABILITY IMPLICATIONS

The use of landfill designed and constructed to best practice standards provides for sustainable waste disposal in that environmental, economic and social costs are balanced and minimised.

MEMBER COUNCIL IMPLICATIONS

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

ATTACHMENT(S)

Nil

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION(S)

That:

1. Council award tender number 2009-06 to CECK Pty Ltd for \$2,861,881.30 (ex GST).
2. The CEO be authorised on behalf of the EMRC to enter into a contract with CECK Pty Ltd in accordance with their submitted tender, subject to any minor variations that may be agreed on between the CEO and CECK Pty Ltd.
3. Council authorise a 10% contingency on the contract sum for contract variations for Tender 2009-06.

Mr Stewart-Dawkins asked whether the DEC needs to give final approval on the design, and if so, will it have an impact on the construction timing. The Executive Manager Waste Management Services explained that approval on the final design is being finalised by the DEC, and this will not have an impact on the construction timing.

TAC RECOMMENDATION(S)

MOVED MR STEWERT-DAWKINS SECONDED MR LUTEY

That:

1. Council award tender number 2009-06 to CECK Pty Ltd for \$2,861,881.30 (ex GST).
2. The CEO be authorised on behalf of the EMRC to enter into a contract with CECK Pty Ltd in accordance with their submitted tender, subject to any minor variations that may be agreed on between the CEO and CECK Pty Ltd.
3. Council authorise a 10% contingency on the contract sum for contract variations for Tender 2009-06.

CARRIED UNANIMOUSLY



Item 9.1 continued

COUNCIL RESOLUTION(S)

MOVED CR ZANNINO

SECONDED CR KLEIN

THAT:

1. COUNCIL AWARD TENDER NUMBER 2009-06 TO CECK PTY LTD FOR \$2,861,881.30 (EX GST).
2. THE CEO BE AUTHORISED ON BEHALF OF THE EMRC TO ENTER INTO A CONTRACT WITH CECK PTY LTD IN ACCORDANCE WITH THEIR SUBMITTED TENDER, SUBJECT TO ANY MINOR VARIATIONS THAT MAY BE AGREED ON BETWEEN THE CEO AND CECK PTY LTD.
3. COUNCIL AUTHORISE A 10% CONTINGENCY ON THE CONTRACT SUM FOR CONTRACT VARIATIONS FOR TENDER 2009-06.

CARRIED UNANIMOUSLY



9.2 MATTRESS DISPOSAL SURCHARGE – RED HILL WASTE MANAGEMENT FACILITY

REFERENCE: COMMITTEES-9918

PURPOSE OF REPORT

To recommend a mattress disposal surcharge at the Red Hill Waste Management Facility.

KEY ISSUES AND RECOMMENDATION(S)

- A large number of commercial trucks dispose full loads of mattresses at the Red Hill Waste Management Facility.
- Numerous efforts have been made to encourage businesses to divert their mattresses to the EMRC's mattress recycling operation in Hazelmere.
- The current mattress disposal fees make it more cost effective for businesses to dispose mattresses to Red Hill (landfill) rather than Hazelmere (recycling).
- Mattress disposal at Red Hill impacts on the profitability and operational efficiency of Red Hill, and represents lost income for the Hazelmere mattress recycling operations.

Recommendation(s)

That:

1. Council by an Absolute Majority in accordance with section 6.16 of the *Local Government Act 1995*, impose a \$10.00 per mattress (ex GST) surcharge on the tonnage rate for the disposal of more than five mattresses at the Red Hill Waste Management facility for commercial customers.
2. Local public notice be given of the above charge proposed to take effect from 12 October 2009.

SOURCE OF REPORT

Executive Manager, Waste Management Services
Market Development Officer, Resource Recovery

BACKGROUND

At its meeting held 7 December 2006, Council considered a report recommending the establishment of a mattress disposal fee. The report proposed that:

"The recommended price for the disposal of mattresses is \$2.00 per mattress. The \$2.00 per mattress price is considered to be sufficiently low to encourage proper disposal rather than dumping and, as each mattress contains in the order of \$6.00 worth of materials, will ensure the operation breaks even at relatively low mattress numbers. The primary driver for the mattress programme is to divert mattresses from landfill. Each mattress received at Red Hill "costs" the EMRC \$20.00 as the cost of the airspace consumed by a mattress exceeds the income received for its disposal."

Council resolved, inter alia that:

- "2. THE DISPOSAL FEES FOR MATTRESSES AT THE MATTRESS STRIPPING FACILITY FOR THE 2006/2007 FINANCIAL YEAR BE SET AT \$2.00/MATTRESS (EX GST)."*

At its meeting held 25 June 2009, Council endorsed EMRC's 2009/10 proposed fees and charges, which included a \$5.00/mattress (ex GST) disposal charge at the Red Hill Waste Management Facility.

At this same meeting, Council considered a report recommending new mattress disposal fees at the Hazelmere Recycling Centre and set a limit for mattress disposal at Red Hill. Council resolved that:



Item 9.2 continued

- "1. COUNCIL BY AN ABSOLUTE MAJORITY IN ACCORDANCE WITH SECTION 6.16 OF THE LOCAL GOVERNMENT ACT 1995 SETS THE FEES FOR MATTRESS DISPOSAL AT THE HAZELMERE MATTRESS RECYCLING CENTRE AT:*
 - \$5.00 PER MATTRESS (EX GST) FOR MATTRESSES FROM MEMBER COUNCIL COLLECTIONS.*
 - \$10.00 PER MATTRESS (EX GST) FOR MATTRESSES FROM ALL OTHER SOURCES.*
- 2. A LIMIT OF FIVE MATTRESSES PER VEHICLE BE ESTABLISHED FOR MATTRESS DISPOSAL AT THE RED HILL WASTE MANAGEMENT FACILITY.*

REPORT

Following a successful three month mattress recycling trial between December 2008 and February 2009, the EMRC commenced WA's first mattress recycling operations on 1 May 2009. Commercial quantities of mattresses (more than five) are accepted at the Hazelmere Recycling Centre and household quantities of mattresses (less than five) are accepted at the Red Hill Transfer Station.

Mattress disposal at Hazelmere is currently \$10.00/mattress (ex GST). Member Councils and residents can dispose of mattresses at either facility for \$5.00/mattress (ex GST), as they are provided a subsidy to account for the airspace saved at Red Hill by recycling mattresses.

Approximately 100 mattresses are delivered to Hazelmere each week for recycling; however there are still significant numbers of mattresses disposed at the Red Hill landfill. One primary contributor, who disposes of approximately one tonne of mattresses (30 mattresses) per week at Red Hill, was contacted in early August 2009 to determine if they were aware of the mattress recycling operation. Their response was that they will continue to dispose their mattresses to landfill whilst it is the cheaper alternative.

With the average mattress weighing between 30-35kg, disposal to Red Hill at \$70.45/tonne (ex GST) costs customers between \$2.10 and \$2.50 per mattress (ex GST). Compared to the \$10.00/mattress (ex GST) disposal fee to recycle mattresses at Hazelmere, there is little incentive for businesses to divert mattresses from landfill for recycling.

It is recommended a \$10.00/mattress (ex GST) surcharge be introduced at the Red Hill Waste Management Facility for commercial deliveries of mattresses. The mattress disposal surcharge would not apply to municipal waste loads containing mattresses.

The surcharge will provide a financial incentive for businesses to recycle their mattresses. The surcharge would cover the cost of a mattress bin at Red Hill, transport to Hazelmere and recycling costs.

STRATEGIC/POLICY IMPLICATIONS

The introduction of a surcharge for commercial loads of mattress disposed at Red Hill will improve member Council and EMRC financial viability. It will ensure the success of the mattress recycling operations which facilitates the sustainable use and development of resources.

FINANCIAL IMPLICATIONS

The surcharge will apply to at least 30 mattresses per week. If that customer does not divert the mattresses to Hazelmere, then income at Red Hill will be increased by about \$15,000 per year with an associated cost of about \$5,000 to transfer mattresses to Hazelmere for a net increase of \$10,000 per year. If the customer does divert the mattresses to Hazelmere, Hazelmere income will increase by \$15,000 and Red Hill income reduce by about \$4,000 for a net increase of \$11,000 per year. If the customer diverts to another landfill, Red Hill income will reduce by about \$4,000 and some savings in landfill airspace achieved.



Item 9.2 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:

1. Council by an Absolute Majority in accordance with section 6.16 of the Local Government Act 1995, impose a \$10.00 per mattress (ex GST) surcharge on the tonnage rate for the disposal of more than five mattresses at the Red Hill Waste Management facility for commercial customers.
2. Local public notice be given of the above charge proposed to take effect from 12 October 2009.

Mr Purdy suggested the mattress disposal fee be increased even more, to further discourage disposal at Red Hill. The Executive Manager Waste Management Services advised that one of the reasons the fee was not increased further is that the tonnage rate is also in place translating to between \$2.00 to \$2.50 per mattress.

Mr Stewart-Dawkins said that increasing the disposal fee may also increase illegal dumping. The Executive Manager Waste Management Services agreed, but noted that most dumping is of small numbers of mattresses. No charge is proposed for small consignments of mattresses. Mr Purdy agreed with this, and indicated that he would be happy with the recommended surcharge and monitoring of confirmed mattress disposal as well as illegal dumping. If the surcharge did not have the desired effect, it could be adjusted in the future.

TAC RECOMMENDATION(S)

MOVED MR PURDY

SECONDED MR COTEN

That:

1. Council by an Absolute Majority in accordance with section 6.16 of the Local Government Act 1995, impose a \$10.00 per mattress (ex GST) surcharge on the tonnage rate for the disposal of more than five mattresses at the Red Hill Waste Management facility for commercial customers.
2. Local public notice be given of the above charge proposed to take effect from 12 October 2009.

CARRIED UNANIMOUSLY



Item 9.2 continued

COUNCIL RESOLUTION(S)

MOVED CR ZANNINO

SECONDED CR KLEIN

THAT:

1. COUNCIL BY AN ABSOLUTE MAJORITY IN ACCORDANCE WITH SECTION 6.16 OF THE LOCAL GOVERNMENT ACT 1995, IMPOSE A \$10.00 PER MATTRESS (EX GST) SURCHARGE ON THE TONNAGE RATE FOR THE DISPOSAL OF MORE THAN FIVE MATTRESSES AT THE RED HILL WASTE MANAGEMENT FACILITY FOR COMMERCIAL CUSTOMERS.
2. LOCAL PUBLIC NOTICE BE GIVEN OF THE ABOVE CHARGE PROPOSED TO TAKE EFFECT FROM 12 OCTOBER 2009.

CARRIED UNANIMOUSLY



9.3 TENDER 2009-12 SUPPLY AND DELIVERY OF ALTERNATIVE DAILY COVER SLURRY

REFERENCE: COMMITTEES-9924

PURPOSE OF REPORT

To advise Council of the results of the tender for the Supply and Delivery of Alternative Daily Cover Slurry for the Red Hill Waste Management Facility, and recommend acceptance of the tender from Odour Control Systems International Limited.

KEY ISSUES AND RECOMMENDATIONS

- A tender for the supply and delivery of alternative daily cover slurry was advertised in the West Australian newspaper on 29 July 2009.
- Tenders closed on 14 August 2009. Four submissions were received.
- The tender called for the supply and delivery of alternative daily cover slurry for the Red Hill Waste Management Facility.

Recommendations

That:

1. Council award tender number 2009/12 to Odour Control Systems International Limited for the period 28 September 2009 to 27 September 2010 in accordance with the table of charges in Attachment 1 to this report with an option of two single year extensions, extended by the CEO subject to satisfactory performance.
2. The contract rates for tender number 2009/12 are to be adjusted annually using the Consumer Price Index for Perth for the September quarter.

SOURCE OF REPORT

Executive Manager, Waste Management Services
Engineer, Waste Management Services

BACKGROUND

The use of alternative daily cover reduces the use of clay for cover material, thus saving on landfill airspace. This is because clay is required to be placed in a thickness of about 200-300 mm, whereas alternative daily cover is less than 5 mm thick.

On 4 June 2009 the EMRC awarded a Request for Quotation for the hire of a slurry spray unit to Revolution Equipment. The provision of alternative daily cover slurry is required to operate the spray unit, and a tender has been developed for the supply of the slurry.

REPORT

Tender 2009/12 was advertised on 29 July 2009, and four submissions were received. Tenders were received from:

- a) Sunhawk Pty Ltd;
- b) Revolution Equipment ;
- c) Odour Control Systems International Limited; and
- d) Apex Envirocare;



Item 9.3 continued

Tenders were assessed based on the following assessment criteria:

Criterion	Weighting
Demonstrated capacity to supply the product required	30%
Tendered price	70%

Odour Control Systems International Limited scored highest in the experience and ability criteria. Price was scored on a linear regression of the sum of the rates provided; Odour Control Systems International Limited tendered the second most attractive price.

Rates for the following items were provided by each tenderer.

- Cost of slurry per kilogram of dry mix.
- Cost of slurry per square meter of coverage provided.

Odour Control Systems International Limited scored highest in the overall ranking and had one of the lowest priced tenders, it is the preferred tenderer.

STRATEGIC/POLICY IMPLICATIONS

The contract will contribute to Key Result Area 1 of the EMRC Strategic Plan for the Future, specifically:

- Strategy 1.1.2: To minimise the environmental impact of waste management operations, and
- Strategy 1.1.3: To provide waste disposal service at Red Hill Waste Management Facility;

by reducing the amount of airspace consumed per tonne of waste deposited.

FINANCIAL IMPLICATIONS

The annual spend on the contract is anticipated to be about \$300,000 (ex GST). This was approved in the 2009/10 budget.

As the contract has a maximum potential period of three years (one year plus two single year extensions, each extension being subject to satisfactory performance under the contract), the total contract value is \$900,000 (ex GST). CPI adjustments are in addition to the estimated total contract value, with the method of calculating CPI adjustments provided in the tender documents.

The use of alternative daily cover has the potential to generate significant cost savings. The value of airspace saved over one year, assuming a low airspace value of \$2.50/m³, is approximately \$430,000. The cost savings generated per year by reducing the need to transport and spread clay are approximately \$325,000, making the total potential savings \$755,000. Including the annual operating cost of about \$145,000 for the alternative daily cover machine with the \$300,000 per year for materials, the net saving associated with using alternative daily cover in place of clay is in the order of \$310,000 per year.

SUSTAINABILITY IMPLICATIONS

Providing a daily cover for landfill waste is important to reduce the environmental impact of the waste disposal operations and is required by license conditions. Alternative daily cover consumes significantly less airspace and clay than conventional daily cover, extending the life of the landfill.



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)

Supply and Delivery of Alternative Daily Cover Slurry Schedule of Rates ([Ref: Committees-9964](#))

VOTING REQUIREMENT

Simple Majority

RECOMMENDATIONS

That:

1. Council award tender number 2009/12 to Odour Control Systems International Limited for the period 28 September 2009 to 28 September 2010 in accordance with the table of charges in Attachment 1 to this report with an option of two single year extensions, extended by the CEO subject to satisfactory performance.
2. The contract rates for tender number 2009/12 are to be adjusted annually using the Consumer Price Index for Perth for the September quarter.

TAC RECOMMENDATION(S)

MOVED MR PEARSON

SECONDED MR LUTEY

That:

1. Council award tender number 2009/12 to Odour Control Systems International Limited for the period 28 September 2009 to 28 September 2010 in accordance with the table of charges in Attachment 1 to this report with an option of two single year extensions, extended by the CEO subject to satisfactory performance.
2. The contract rates for tender number 2009/12 are to be adjusted annually using the Consumer Price Index for Perth for the September quarter.

CARRIED UNANIMOUSLY



Item 9.3 continued

COUNCIL RESOLUTION(S)

MOVED CR ZANNINO

SECONDED CR KLEIN

THAT:

1. COUNCIL AWARD TENDER NUMBER 2009/12 TO ODOUR CONTROL SYSTEMS INTERNATIONAL LIMITED FOR THE PERIOD 28 SEPTEMBER 2009 TO 28 SEPTEMBER 2010 IN ACCORDANCE WITH THE TABLE OF CHARGES IN ATTACHMENT 1 TO THIS REPORT WITH AN OPTION OF TWO SINGLE YEAR EXTENSIONS, EXTENDED BY THE CEO SUBJECT TO SATISFACTORY PERFORMANCE.
2. THE CONTRACT RATES FOR TENDER NUMBER 2009/12 ARE TO BE ADJUSTED ANNUALLY USING THE CONSUMER PRICE INDEX FOR PERTH FOR THE SEPTEMBER QUARTER.

CARRIED UNANIMOUSLY

Price Schedule

Alternative daily cover – dry material. Price to include delivery to Red Hill Waste Management Facility				Price Tendered (ex GST)	Price Tendered (inc GST)
Description of bag contents	Standard bag size (kg)	Dry material required per 1,000 ℓ of slurry (kg)	Number of bags per 4,468 ℓ liquid slurry	per bag	per bag
Daily cover					
1. ProGuard IIB	22.679	15.228	3	\$162.85	\$179.13
2. Fibre – Cellulose fibre bag	16	53.715	15	\$25.00	\$27.50
Intermediate cover					
1. ConCover SW	22.679	50.758	10	\$138.00	\$151.80
2. Fibre – Cellulose fibre bag	16	35.81	10	\$25.00	\$27.50

Item Description	
Volume of fresh water in 4,468 ℓ slurry	4263 ℓ
Cost of dry mix per 4,468 ℓ slurry	\$863.55 (Ex. GST) (daily cover)
Coverage per 4,468 ℓ slurry at standard application rate	2250 m ² / 4,468 ℓ
Cost per square metre of coverage at standard application rate	\$0.3838 m² (Ex. GST)

Additionally, a discount of 5% apply for early payment within 5days of invoice applies



9.4 AUSTRALIAN LANDFILL GAS EMISSIONS REDUCTION PROJECT

REFERENCE: COMMITTEES-9925

PURPOSE OF REPORT

To seek Council endorsement of EMRC participation in the Australian Landfill Gas Emissions Reduction Project.

KEY ISSUES AND RECOMMENDATION(S)

- The Carbon Pollution Reduction Scheme (CPRS), whilst not yet passed by Parliament, is likely to be adopted in some form within the coming twelve months.
- The CPRS as drafted imposes costs on emissions of landfill gas from Red Hill in excess of \$1m per year. This is in the form of permits for the emission of landfill gas, and so the EMRC is exploring a range of measures to reduce landfill gas emissions. Works and consultancies to reduce landfill gas emissions might cost up to \$500,000, but will reduce the cost of emissions by an amount at least as great, and probably significantly greater.
- The Australian Landfill Gas Emissions Reduction (ALGER) Project seeks to obtain Australian Research Council (ARC) funding to assist in the investigation of measures suitable for reducing landfill gas emissions. The ALGER project is being driven by leading Australian researchers.
- ARC funding is provided on the basis of matching industry funding. The ALGER project seeks to obtain one dollar of ARC funding for every dollar spent by industry implementing works for the project, hoping to obtain a commitment of about \$1.2m across the landfill sector. This contribution is expected to be made up of about six different operators.
- By linking its anticipated expenditure of \$500,000 for landfill gas reduction to the ALGER project, the EMRC is able to attract an equivalent amount of ARC funding to the ALGER project and ensure the EMRC's efforts are guided by input from Australia's leading researchers.
- The ALGER project team is seeking letters of intent from potential partners in the project.

Recommendation(s)

That:

1. The EMRC write to the ALGER project team indicating its willingness to participate in the project.
2. Provisions of up to \$500,000 for landfill gas abatement works be included for consideration in future budgets.

SOURCE OF REPORT

Executive Manager, Waste Management Services

BACKGROUND

Council has, over several years, considered developments in the field of climate change as it impacts on the EMRC. Reports were presented to Council at meetings on 30 August 2007, 22 May 2008 and 23 October 2008 to discuss impacts on EMRC operations, with further reports presented in relation to the Cities for Climate Protection programme and Climate Change Adaptation.



Item 9.4 continued

Over the past two years, the government has been preparing the Carbon Pollution Reduction Scheme (CPRS). The EMRC has provided comment throughout the development of the CPRS, and presented submissions on the CPRS Green Paper to Council at its 23 October 2008 meeting. Some of the concerns raised in the EMRC submissions were taken into account in the final CPRS legislation debated in Parliament between May and August 2009. In particular, the provision for “legacy emissions” (emissions from waste placed prior to the commencement of the CPRS) was removed.

The CPRS has not yet gained passage through Parliament, having been voted down in the Senate in August 2009. The Bill is expected to be reintroduced to the Senate in November 2009, and is likely to be passed with amendments. The amendments are unlikely to provide significant relief to the waste sector.

The Bill currently calls for the CPRS to commence in July 2011, and with the exclusion of legacy emissions, the EMRC would not be liable for emissions from Red Hill for about two years after commencement. Once Red Hill exceeds the emissions threshold, the cost for carbon permits is expected to rapidly approach \$1m per year. Rather than wait for this cost to be incurred, the EMRC proposes to take measures now to reduce its landfill gas emissions liability.

REPORT

The EMRC is currently an industry leader in the minimisation of landfill gas emissions from Red Hill. Landfill gas has been captured and converted to electricity since 1993. Since that time, the EMRC has implemented a number of measures to improve the gas capture, including pipes laid within the active landfill to capture gas whilst each landfill cell is being filled rather than wait until the cell is completed.

Notwithstanding these measures, the model used to estimate greenhouse gas emissions suggests that the EMRC captures less than 70% of the landfill gas generated. This suggests a potential CPRS liability in excess of \$1m per year, and so the EMRC is looking to both improve its estimation methodology and enhance gas capture. Up to \$500,000 might be required for capital works to capture gas and consultancies to refine the estimation methodology.

The Australian Landfill Gas Emissions Reduction (ALGER) Project is a research project developed by leading Australian researchers in landfill gas, in partnership with landfill operators, to investigate improved gas estimation methodologies and develop enhanced gas capture and destruction systems.

The ALGER project will be funded by the Environment Protection and Heritage Council (EPHC), Australian Research Council (ARC) and industry (landfill operators). The EPHC has already committed \$300,000 to the project. The total contribution from landfill operators is anticipated to be in the order of \$1.2m of both cash and in-kind, of which about \$250,000 is expected to be cash. The ARC will match the funding received from the EPHC and landfill operators.

The ALGER project is being driven by researchers from University of Queensland, University of NSW, University of Melbourne and University of Western Australia. Researchers will develop proposals for landfill operators to implement. All costs of implementation will fall to landfill operators, with those costs forming the basis of the in-kind contribution, however the researchers will fund monitoring and reporting on the effectiveness of the works.

It is important to note that the works proposed by ALGER project researchers would probably be undertaken by landfill operators anyway. Thus, the project is essentially a zero cost project for the EMRC, simply channeling the expenditure through a research project to achieve an improved outcome and attract matching ARC funds. Undertaking the works through the ALGER project enables the EMRC to have high quality research assistance to guide and monitor the works. It also gives the EMRC access to high quality guidance for estimating emissions. All research produced will be public, promoting the EMRC as a participant in Australian research. Finally, all works to reduce landfill gas emissions will reduce costs to the EMRC associated with permits under the CPRS by an amount at least equivalent to the EMRC's expenditure on gas reduction works, with substantially greater savings possible.



Item 9.4 continued

In order to be a part of the ALGER project, the EMRC needs to provide a letter of intent to the researchers. It would be helpful for the letter of intent to indicate the extent of funding that the EMRC is prepared to contribute. The letter is to be received by the researchers by October 2009, and will form part of their submission to the ARC in November 2009. The EMRC is not formally committed to provide the funding until the ARC grant is received, at which time the EMRC may consider its commitment more closely. A decision from the ARC in relation to the grant application is expected in 2010.

STRATEGIC/POLICY IMPLICATIONS

Key Result Area 1 – Environmental Sustainability

- 1.3: *To provide sustainable waste disposal operations*
- 1.4: *To investigate leading edge waste management practices*
- 1.6: *To address climate change issues with the region*

Key Result Area 3 – Economic Development

- 3.4: *To improve member Council and EMRC financial viability*

FINANCIAL IMPLICATIONS

It is anticipated that up to \$500,000 might be required by the EMRC to address greenhouse gas abatement issues. By attributing this to the ALGER project, including a cash contribution to replace expenditure on consultancies, the EMRC can leverage an equivalent sum from the ARC for the ALGER project. The contribution would not be required until future financial years.

SUSTAINABILITY IMPLICATIONS

The mitigation of greenhouse gas emissions has powerful environmental and social benefits. With the advent of the CPRS, mitigation also has strong financial benefits.

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



Item 9.4 continued

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION(S)

That:

1. The EMRC write to the ALGER project team indicating its willingness to participate in the project
2. Provisions of up to \$500,000 for landfill gas abatement works be included for consideration in future budgets.

The Executive Manager Waste Management Services provided a summary of the report. Mr Stewart-Dawkins congratulated the EMRC on the initiative.

TAC RECOMMENDATION(S)

MOVED MR LUTEY

SECONDED MR STEWERT-DAWKINS

That:

1. The EMRC write to the ALGER project team indicating its willingness to participate in the project.
2. Provisions of up to \$500,000 for landfill gas abatement works be included for consideration in future budgets.

CARRIED UNANIMOUSLY

Cr Pule requested further information on the statement that "EMRC captures less than 70% of the landfill gas generated" (page 16 of the agenda). He stated that his understanding was that the EMRC was working on a 40% estimate. The Executive Manager Waste Management Services advised that there was uncertainty in gas generation estimates at the moment. The gas capture percentage depended on the methodology used to derive the estimates. However, the EMRC was doing better than a 40% capture.

Cr Pule referred to the two year time frame before permits became required and asked if the EMRC was able to increase the current gas capture rate using existing technology. The Executive Manager Waste Management Services advised that the EMRC was currently developing a greenhouse abatement strategy which would outline measures to improve gas capture.

COUNCIL RESOLUTION(S)

MOVED CR POWELL

SECONDED CR GODFREY

THAT:

1. THE EMRC WRITE TO THE ALGER PROJECT TEAM INDICATING ITS WILLINGNESS TO PARTICIPATE IN THE PROJECT.
2. PROVISIONS OF UP TO \$500,000 FOR LANDFILL GAS ABATEMENT WORKS BE INCLUDED FOR CONSIDERATION IN FUTURE BUDGETS.

CARRIED UNANIMOUSLY



9.5 TENDER 2009-13 DRY HIRE OF TROMMEL

REFERENCE: COMMITTEES-9933

PURPOSE OF REPORT

To advise Council of the results of the tender for the Dry Hire of a Trommel for the Red Hill Waste Management Facility, and recommend acceptance of the tender from Vancouver Waste Services Pty Ltd.

KEY ISSUES AND RECOMMENDATION(S)

- A tender for the Dry Hire of a Trommel was advertised in the West Australian newspaper on 15 July 2009.
- Tenders closed on 31 July 2009. Four submissions were received.
- The tender called for the dry hire of a trommel for the Red Hill Waste Management Facility.

Recommendations

That:

1. Council award tender number 2009/13 to Vancouver Waste Services Pty Ltd for the period 28 September 2009 to 27 September 2010 in accordance with the table of charges in Attachment 1 to this report with an option of two single year extensions, extended by the CEO subject to satisfactory performance.
2. The contract rates for tender number 2009/13 are to be adjusted annually using the Consumer Price Index for Perth for the September quarter.

SOURCE OF REPORT

Executive Manager, Waste Management Services
Engineer, Waste Management Services

BACKGROUND

The EMRC requires a trommel to screen green waste at the Red Hill Waste Management Facility. The EMRC's existing trommel is currently being fully utilised at the Hazelmere Timber Recycling Centre.

REPORT

Tender 2009/13 was advertised on 15 July 2009, and four submissions were received. Tenders were received from:

- a) Vancouver Waste Services Pty Ltd Trading as WA Bio Fuels;
- b) Lincom Group Pty Ltd;
- c) GCM Enviro Pty Ltd; and
- d) B & J Catalano Pty Ltd.

Tenders were assessed based on the following assessment criteria:

Criterion	Weighting
Consistency of product quality	30%
Tendered price	70%



Item 9.5 continued

Vancouver Waste Services Pty Ltd scored highest in the qualitative criteria. Price was scored on a linear regression of the sum of the rates provided; Vancouver Waste Services Pty Ltd tendered the most attractive price.

Rates for the following items were provided by each tenderer:

- Mobilisation and Demobilisation;
- Rate for dry hire of the trommel per hour used (based on machine's hour meter) including 10/12 mm and 40/50 mm screen;
- Stand-by rate for dry hire of the trommel (per day trommel not in use); and
- Rate for screen change, including mobilisation and demobilisation for any required personnel and equipment.

As Vancouver Waste Services Pty Ltd scored highest in the overall ranking and had the lowest priced tender, it is the preferred tenderer.

STRATEGIC/POLICY IMPLICATIONS

The contract will contribute to Key Result Area 1 of the EMRC Strategic Plan for the Future, specifically:

Strategy 1.1.1: To develop waste diversion programmes, and

Strategy 1.3.1: To develop resource recovery products;

by facilitating the running of the greenwaste recycling programme.

FINANCIAL IMPLICATIONS

The annual spend on the contract is anticipated to be about \$60,000 (ex GST). This is comprised of:

Works	Expenditure
Mobilisation/demobilisation	\$8,000
Hire of trommel	\$52,000
TOTAL	\$60,000

As the contract has a maximum potential period of three years (one year plus two single year extensions, each extension being subject to satisfactory performance under the contract), the total contract value is \$180,000 (ex GST). CPI adjustments are in addition to the estimated total contract value, with the method of calculating CPI adjustments provided in the tender documents.

SUSTAINABILITY IMPLICATIONS

The greenwaste recycling programme is an important aspect of the EMRC's environmental sustainability. This tender provides for the continuation of support for greenwaste recycling works.



Item 9.5 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)

Dry Hire of Trommel Schedule of Rates ([Ref: Committees-9936](#))

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION(S)

That:

1. Council award tender number 2009/13 to Vancouver Waste Services Pty Ltd for the period 28 September 2009 to 27 September 2010 in accordance with the table of charges in Attachment 1 to this report with an option of two single year extensions, extended by the CEO subject to satisfactory performance.
2. The contract rates for tender number 2009/13 are to be adjusted annually using the Consumer Price Index for Perth for the September quarter.

TAC RECOMMENDATION(S)

MOVED MR PEARSON

SECONDED MR LUTEY

That:

1. Council award tender number 2009/13 to Vancouver Waste Services Pty Ltd for the period 28 September 2009 to 27 September 2010 in accordance with the table of charges in Attachment 1 to this report with an option of two single year extensions, extended by the CEO subject to satisfactory performance.
2. The contract rates for tender number 2009/13 are to be adjusted annually using the Consumer Price Index for Perth for the September quarter.

CARRIED UNANIMOUSLY



Item 9.5 continued

COUNCIL RESOLUTION(S)

MOVED CR ZANNINO

SECONDED CR KLEIN

THAT:

1. COUNCIL AWARD TENDER NUMBER 2009/13 TO VANCOUVER WASTE SERVICES PTY LTD FOR THE PERIOD 27 SEPTEMBER 2009 TO 28 SEPTEMBER 2010 IN ACCORDANCE WITH THE TABLE OF CHARGES IN ATTACHMENT 1 TO THIS REPORT WITH AN OPTION OF TWO SINGLE YEAR EXTENSIONS, EXTENDED BY THE CEO SUBJECT TO SATISFACTORY PERFORMANCE.
2. THE CONTRACT RATES FOR TENDER NUMBER 2009/13 ARE TO BE ADJUSTED ANNUALLY USING THE CONSUMER PRICE INDEX FOR PERTH FOR THE SEPTEMBER QUARTER.

CARRIED UNANIMOUSLY

PRICE SCHEDULE

Item Description	Price Tendered (ex GST)	Price Tendered (inc GST)
Mobilisation and Demobilisation (once)	\$1,000	\$1,100
Rate for dry hire of the trommel per hour used (based on machine's hour metre) - including 10/12 mm and 40/50 mm screen	\$80	\$88
Stand-by rate for dry hire of the trommel (per day trommel not in use)	\$400	\$440
Rate for screen change, including mobilisation and demobilisation for any required personnel and equipment (per event)	\$600	\$660



9.6 CLOSURE OF EMRC FACILITIES FOR THE CHRISTMAS/NEW YEAR PERIOD 2009/2010

REFERENCE: COMMITTEES-9934

PURPOSE OF REPORT

The purpose of this report is to seek approval from Council for the closure of EMRC facilities over the Christmas/New Year period.

KEY ISSUES AND RECOMMENDATION(S)

- The Belmont Administration Office is typically closed over the Christmas/New Year period.
- The waste management facilities are typically closed for a more limited period of time over the Christmas/New Year period.

Recommendation(s)

That:

1. The Belmont Administration Office be closed from noon Wednesday 23 December 2009 and on each day thereafter until it is re-opened on Monday 4 January 2010.
2. The Hazelmere Recycling Centre be closed for Friday 25 December 2009 and on each day thereafter until it is re-opened on Monday 4 January 2010.
3. The Red Hill Waste Management Facility close on Christmas Day (Friday 25 December 2009) Boxing Day (Saturday 26 December 2009) and on New Year's Day (Friday 1 January 2010).
4. The Christmas and New Year closure times for the EMRC be advertised.

SOURCE OF REPORT

Executive Manager, Waste Management Services
Acting Chief Executive Officer

BACKGROUND

Council at its meeting on 8 December 1994 resolved that the Red Hill Waste Management Facility close on Christmas Day, New Year's Day and Good Friday of each year.

It has been the practice in previous years to also close the Belmont Administration Office during the Christmas/New Year period, to close the Hazelmere Recycling Centre between Christmas Day and New Year's Day and to seek early closure of the Red Hill Waste Management Facility on Boxing Day.

Last year, both the Administration Office and Hazelmere Recycling Centre were closed from Wednesday 24 December 2008 and re-opened on Monday 5 January 2009. Also, last year the Red Hill Waste Management Facility was approved to be open on Boxing Day from 7.00 am to 1.00 pm (though in effect closing only an hour early at 3.00 pm).

REPORT

It is proposed that the Ascot Place office will be closed from noon on Wednesday 23 December 2009. As most inquiries at this time would relate to waste disposal and can be best handled at the Red Hill Waste Management Facility, it is considered that clients and/or the public will not be inconvenienced by this arrangement.



Item 9.6 continued

After closing on Wednesday 23 December 2009 at noon, it is proposed that the office will remain closed for the Christmas and New Year Public Holidays and re-open on Monday 4 January 2010.

The Hazelmere Recycling Centre is proposed to be closed from Friday 25 December 2009 until Monday 4 January 2010.

EMRC Officers would be required to make appropriate leave arrangements during this period e.g. time in lieu, annual leave, or accrued rostered days off. Christmas Day, Boxing Day and New Year's Day public holidays will be observed on Friday 25 December 2009, Monday 28 December 2009 and Friday 1 January 2010 respectively.

Council at its meeting on 8 December 1994 resolved that the Red Hill Waste Management Facility close on Christmas Day, New Year's Day and Good Friday of each year. It is therefore proposed that the Red Hill Waste Management Facility close on Christmas Day (Friday 25 December 2008) and New Year's Day (Friday 1 January 2009) for the Christmas period 2009/2010.

The EMRC also attempts to provide early closure of the Red Hill Waste Management Facility on Boxing Day where possible, opening for long enough for member Council waste collections to be completed. Very few of the general public utilise the facility on Boxing Day. Last year the EMRC unsuccessfully attempted to close the facility at 1.00 pm, but the facility ended up remaining open until 3.00 pm for the last of the member Council trucks. Since Boxing Day 2009 falls on a Saturday, member Council collections will not present the same challenge, and so it is proposed that Red Hill Waste Management Facility close on Boxing Day.

STRATEGIC/POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

SUSTAINABILITY IMPLICATIONS

Nil

MEMBER COUNCIL IMPLICATIONS

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

ATTACHMENT(S)

Nil



Item 9.6 continued

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION(S)

That:

1. The Belmont Administration Office be closed from noon Wednesday 23 December 2009 and on each day thereafter until it is re-opened on Monday 4 January 2010.
2. The Hazelmere Recycling Centre be closed for Friday 25 December 2009 and on each day thereafter until it is re-opened on Monday 4 January 2010.
3. The Red Hill Waste Management Facility close on Christmas Day (Friday 25 December 2009) Boxing Day (Saturday 26 December 2009) and on New Year's Day (Friday 1 January 2010).
4. The Christmas and New Year closure times for the EMRC be advertised.

The Executive Manager Waste Management Services advised of an amendment to recommendation 3, to remove Boxing Day as this is a day when member Councils rubbish collection is undertaken.

ALTERNATIVE RECOMMENDATION

The Red Hill Waste Management Facility close on Christmas Day (Friday 25 December 2009) and on New Year's Day (Friday 1 January 2010).

Mr Purdy suggested an amendment to recommendation 2, that "for" be replaced with "on".

ALTERNATIVE RECOMMENDATION

The Hazelmere Recycling Centre be closed on Friday 25 December 2009 and on each day thereafter until it is re-opened on Monday 4 January 2010.

TAC RECOMMENDATION(S)

MOVED MR COTEN

SECONDED MR STEWERT-DAWKINS

That:

1. The Belmont Administration Office be closed from noon Wednesday 23 December 2009 and on each day thereafter until it is re-opened on Monday 4 January 2010.
2. The Hazelmere Recycling Centre be closed on Friday 25 December 2009 and on each day thereafter until it is re-opened on Monday 4 January 2010.
3. The Red Hill Waste Management Facility close on Christmas Day (Friday 25 December 2009) and on New Year's Day (Friday 1 January 2010).
4. The Christmas and New Year closure times for the EMRC be advertised.

CARRIED UNANIMOUSLY



Item 9.6 continued

COUNCIL RESOLUTION(S)

MOVED CR ZANNINO

SECONDED CR KLEIN

THAT:

1. THE BELMONT ADMINISTRATION OFFICE BE CLOSED FROM NOON WEDNESDAY 23 DECEMBER 2009 AND ON EACH DAY THEREAFTER UNTIL IT IS RE-OPENED ON MONDAY 4 JANUARY 2010.
2. THE HAZELMERE RECYCLING CENTRE BE CLOSED ON FRIDAY 25 DECEMBER 2009 AND ON EACH DAY THEREAFTER UNTIL IT IS RE-OPENED ON MONDAY 4 JANUARY 2010.
3. THE RED HILL WASTE MANAGEMENT FACILITY CLOSE ON CHRISTMAS DAY (FRIDAY 25 DECEMBER 2009) AND ON NEW YEAR'S DAY (FRIDAY 1 JANUARY 2010).
4. THE CHRISTMAS AND NEW YEAR CLOSURE TIMES FOR THE EMRC BE ADVERTISED.

CARRIED UNANIMOUSLY



9.7 ASCOT PLACE – BUILDING MAINTENANCE WORKS

REFERENCE: COMMITTEES-9956

PURPOSE OF REPORT

The purpose of the report is to advise on the Ascot Place Administration Building maintenance works proposed for the 2009/10 financial year, and for Council to consider a one off variation of the CEO's delegated authority for acceptance of tenders in order to expedite the upgrade programme.

KEY ISSUES AND RECOMMENDATION(S)

- EMRC's Property Managers, Jones Lang LaSalle submitted a report in August 2008 containing recommendations related to the upgrade of the EMRC Administration Building at Ascot Place.
- In accordance with the recommendations, the re-roofing and first floor air-conditioning unit replacement project was completed in March 2009.
- The remaining works are proposed to commence in December 2009.
- As the proposed works will cost in excess of \$100,000, the EMRC will have to appoint suitable contractors following a tender process.
- This however presents some challenges as the process of advertising and awarding tenders coincides with the October Local Government General Elections, and the next ordinary EMRC Council meeting not being held until 3 December 2009.
- Council has previously delegated authority to the Chief Executive Officer to accept tenders up to a predetermined amount, above his \$150,000 limit, in specific instances such as this.
- The scope of works will be covered in two tenders, one for the air conditioning system up to a total budget of \$200,000 and the other for the remaining building works up to a total of \$1,100,000. Both sums have been approved and provided for in the 2009/2010 Budget.

Recommendation(s)

That Council:

1. By an absolute majority acting pursuant to Sections 5.42 and 5.43 of the Local Government Act 1995 delegates authority to the Chief Executive Officer to accept tenders for the air conditioning required as part of the administration building works reported on in this item up to a total amount of \$200,000.
2. By an absolute majority acting pursuant to Sections 5.42 and 5.43 of the Local Government Act 1995 delegates authority to the Chief Executive Officer to accept tenders for the building works required and reported on in this item up to a total amount of \$1,100,000.

SOURCE OF REPORT

Executive Manager, Waste Management Services
Manager Administration & Compliance

BACKGROUND

In August 2007 the EMRC's Property Managers, Jones Lang LaSalle, were requested to inspect and report on the roof of the EMRC's Administration Building at Ascot Place. The report identified that consideration should be given to upgrading the air conditioning system and replacing the cladding on all window shade facades on three elevations of the building.



Item 9.7 continued

In March 2008, Jones Lang LaSalle were commissioned to prepare a report on the condition and number of air conditioning units that would be impacted by re roofing the administration building. Jones Lang LaSalle were also commissioned to prepare drawings specifications and tender documentation, call tenders and provide an evaluation report to the EMRC.

The re-roofing and first floor air-conditioning unit replacement project was completed in March 2009 in accordance with the scope of works detailed in a report provided to Council at its 19 June 2008 meeting (Ref: Committees-8016).

REPORT

Based on the previous Jones Lang LaSalle reports on the required building and air conditioning works, the remaining scope of works to be completed include:

- replacement of the first floor flexible air conditioning ducting with box ducting;
- replacement of the ground floor air conditioning system;
- replacement of all external window shades, application of external cladding to the façade; and
- replacement of carpets and painting throughout.

In order to address the above maintenance and replacement works, the services of an architect to project manage the operation were secured, following the assessment of quotations as required under the EMRC's Purchasing Policy.

Timing

Given that the construction phase of the project will take approximately two months to complete, and in the interest of minimising disruption to the operation of Council, it is proposed to commence the works in December 2009 following the last meeting of Council for the calendar year. It is expected that works will be completed prior to the first meeting of Council in February 2010.

An internal working group, established for the project, has been working closely with the architect to complete the preliminary project requirements. A proposed timeline has been developed as follows:

<u>PROJECT TASKS</u>	<u>DATE</u>
1. Initial Concepts	04/09/2009
2. Schematic Design	11/09/2009
3. Development Application (planning)	18/09/2009
4. Detailed Documentation	21/09/09 to 09/10/2009
5. Building Licence Application	14/10/2009
6. Tenders Called	16/10/2009
7. Tenders Close	13/11/2009
8. Contracts Awarded/Signed	27/11/2009
9. Construction Commences	07/12/2009
10. Construction Completed	31/01/2010

Tender Process

As the proposed works will cost in excess of \$100,000, the EMRC will have to appoint suitable contractors following a tender process.

This however presents some challenges as the process of advertising and awarding tenders coincides with the October Local Government General Elections, and the next ordinary EMRC Council meeting not being scheduled until 3 December 2009.



Item 9.7 continued

Based on similar issues connected with the air conditioning and roofing works conducted over the same period last year, Council delegated authority to the Chief Executive Officer to accept tenders up to a predetermined amount, in excess of his delegated authority of \$150,000.

The scope of works will be covered in two tenders, one for the air conditioning system up to a total budget of \$200,000 and the other for the remaining building works up to a total of \$1,100,000. Both sums have been approved and provided for in the 2009/2010 Budget.

Relocation of staff

Since the combined works will be highly disruptive, it is proposed that all staff located at Ascot Place will be relocated to temporary office accommodation during December 2009 and January 2010. Accommodation in Welshpool has been identified as being available for this period of time and fits in with the overall project budget.

STRATEGIC/POLICY IMPLICATIONS

The contract will contribute to Key Result Area 4 of the EMRC Strategic Plan for the Future, specifically:

Strategy 4.6.3: To manage EMRC's facilities and assets.

Contracts for the works will be awarded in accordance with EMRC's Policy 3.5 – Purchasing Policy

FINANCIAL IMPLICATIONS

An amount of \$1,316,000 (inclusive of \$750,000 carried forward from 2008/09) has been included in the current financial year.

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



Item 9.7 continued

VOTING REQUIREMENT

Absolute Majority

RECOMMENDATION(S)

That:

1. Council by an absolute majority acting pursuant to Sections 5.42 and 5.43 of the Local Government Act 1995 delegates authority to the Chief Executive Officer to accept tenders for the air conditioning required as part of the administration building works reported on in this item up to a total amount of \$200,000.
2. Council by an absolute majority acting pursuant to Sections 5.42 and 5.43 of the Local Government Act 1995 delegates authority to the Chief Executive Officer to accept tenders for the building works required and reported on in this item up to a total amount of \$1,100,000.

Mr Stewert-Dawkins stated that there could be a delay if Council has concerns related to Recommendation 2. The Chief Executive Officer advised that, should there be any concerns, he would discuss these with Council. The Chief Executive Officer also advised that as the building maintenance works are planned between the last meeting of 2009 and the first meeting of 2010, there should not be any disruption to the Council meetings.

TAC RECOMMENDATION(S)

MOVED MR LUTEY

SECONDED MR PEARSON

That:

1. Council by an absolute majority acting pursuant to Sections 5.42 and 5.43 of the Local Government Act 1995 delegates authority to the Chief Executive Officer to accept tenders for the Air Conditioning required as part of the Administration Building Upgrade reported on in this item up to a total amount of \$200,000.
2. Council by an absolute majority acting pursuant to Sections 5.42 and 5.43 of the Local Government Act 1995 delegates authority to the Chief Executive Officer to accept tenders for the Building Works required and reported on in this item up to a total amount of \$1,100,000.

CARRIED UNANIMOUSLY

The following alternative resolution was tabled at the meeting:

ALTERNATIVE RESOLUTION

MOVED CR

SECONDED CR

That:

1. Council authorises an increase of up to \$100,000 in the Upgrade Air Conditioning – Ascot Place budget to be funded from the 2009/2010 operating surplus.
2. Council by an absolute majority acting pursuant to sections 5.42 and 5.43 of the Local Government Act 1995 delegates authority to the Chief Executive Officer to accept tenders for the building works required and reported on in this item up to a total amount of \$1,100,000.



Item 9.7 continued

The Chairman advised that the CEO would give a brief explanation for the alternative resolution for this item and this would be followed by a presentation from Mr Eguiguren of Q3 Architecture.

The CEO advised that the tender for the upgrade to air-conditioning for Ascot Place had closed this week and came in at more than double the budgeted cost. An additional \$100,000 was required to undertake the necessary works.

In response to Cr Godfrey's query regarding what the additional funds would cover, the CEO advised that replacement of the first floor air-conditioning was completed in March 2009 but the first floor flexible air-conditioning ducting and ground floor air-conditioning system still needed to be replaced.

The Executive Manager Waste Management Services gave a brief overview of the work to be undertaken and then handed over to Mr Eguiguren who gave a presentation on the design work that would be undertaken.

Cr McKechnie entered Council Chambers at 6.36pm.

There was considerable discussion about the building works with Councillors feeling that it would be a good opportunity to consider the installation of solar panels as well as energy efficient lighting.

In relation to the additional work suggested by Councillors, Mr Eguiguren advised that a quantity surveyor had been engaged to provide costing advice. The Executive Manager Waste Management Services advised that the EMRC would attempt to do all of the extra work suggested whilst staying within the project budget.

COUNCIL RESOLUTION(S)

MOVED CR KLEIN

SECONDED CR PULE

THAT:

1. COUNCIL AUTHORISES AN INCREASE OF UP TO \$100,000 IN THE UPGRADE AIR CONDITIONING – ASCOT PLACE BUDGET TO BE FUNDED FROM THE 2009/2010 OPERATING SURPLUS.
2. COUNCIL BY AN ABSOLUTE MAJORITY ACTING PURSUANT TO SECTIONS 5.42 AND 5.43 OF THE LOCAL GOVERNMENT ACT 1995 DELEGATES AUTHORITY TO THE CHIEF EXECUTIVE OFFICER TO ACCEPT TENDERS FOR THE BUILDING WORKS REQUIRED AND REPORTED ON IN THIS ITEM UP TO A TOTAL AMOUNT OF \$1,100,000.

CARRIED UNANIMOUSLY



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

Nil

11 GENERAL BUSINESS

Nil

12 FUTURE MEETINGS OF THE TECHNICAL ADVISORY COMMITTEE

The next meeting of the Technical Advisory Committee will be held on **Thursday 15 October (if required) 2009** at the EMRC Administration Office, 1st Floor, Ascot Place, 226 Great Eastern Highway, Belmont WA 6104 commencing at 3.00 pm.

Future Meetings 2009

Thursday	15 October (if required)	at	EMRC Administration Office
Thursday	19 November	at	Red Hill Waste Management Facility

13 DECLARATION OF CLOSURE OF MEETING

There being no further business, the Chairman declared the meeting closed at 3.58pm.