

# AGENDA

D2021/20833

## Ordinary Meeting of Council

### Notice of Meeting

Dear Councillors

I wish to advise that the next Ordinary Meeting of Council will be held on Thursday, 25 November 2021 at the EMRC Administration Centre, 1st Floor, 226 Great Eastern Highway, Ascot WA 6104 commencing at 6:00pm.

  
Marcus Geisler | Chief Executive Officer

19 November 2021

### Please Note

If any Councillor has a query regarding a report item or requires additional information in relation to a report item, please contact the responsible officer (SOURCE OF REPORT) prior to the meeting.

The meeting will be audio recorded and available through the EMRC's website at [www.emrc.org.au](http://www.emrc.org.au).

Public question time will continue as usual and questions may be submitted electronically prior to the meeting, no later than 4.00pm on the 25 November 2021 to [CouncilEnquiry@emrc.org.au](mailto:CouncilEnquiry@emrc.org.au).



## EMRC Council Members

Cr Mel Congerton	Chairman	City of Swan
Cr Dylan O'Connor	Deputy Chairman	City of Kalamunda
Cr Kathryn Hamilton	EMRC Member	Town of Bassendean
Cr Hilary MacWilliam	EMRC Member	Town of Bassendean
Cr Steven Ostaszewskyj	EMRC Member	City of Bayswater
Cr Michelle Sutherland	EMRC Member	City of Bayswater
Cr Margaret Thomas	EMRC Member	City of Kalamunda
Cr John Daw	EMRC Member	Shire of Mundaring
Cr Doug Jeans	EMRC Member	Shire of Mundaring
Cr Charlie Zannino	EMRC Member	City of Swan

## EMRC Council Deputies

Cr Emily Wilding	EMRC Deputy Member	Town of Bassendean
Cr Giorgia Johnson	EMRC Deputy Member	City of Bayswater
Cr Janelle Sewell	EMRC Deputy Member	City of Kalamunda
Cr Jo Cicchini	EMRC Deputy Member	Shire of Mundaring
Cr Andrew Kiely	EMRC Deputy Member	City of Swan

## Ordinary Meeting of Council 25 November 2021

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**1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS**

**1.1 ACKNOWLEDGEMENT OF COUNTRY**

We wish to acknowledge the traditional custodians of the land on which we meet today and to pay our respects to elders past, present and future.

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

**3 DISCLOSURE OF INTERESTS**

**4 ANNOUNCEMENTS BY THE CHAIRMAN OR PRESIDING MEMBER WITHOUT DISCUSSION**

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

**6 PUBLIC QUESTION TIME**

**7 APPLICATIONS FOR LEAVE OF ABSENCE**

**8 PETITIONS, DEPUTATIONS AND PRESENTATIONS**

**8.1 WOODSIDE ENERGY LTD PRESENTATION**

The Woodside Energy Ltd Project Team will provide a presentation.

This presentation is recommended to be confidential because it contains matters of a commercial-in-confidence nature.

**RECOMMENDATION (Closing Meeting to the Public)**

That with the exception of ....., the meeting be closed to members of the public in accordance with Section 5.23(2)(c) of the *Local Government Act 1995* for the purpose of dealing with matters of a confidential nature.

**COUNCIL RESOLUTION**

MOVED CR

SECONDED CR

**RECOMMENDATION [Meeting re-opened to the Public]**

That the meeting be re-opened, the members of the public be invited to return to the meeting and the recommendations passed behind closed doors be recorded.

**COUNCIL RESOLUTION**

MOVED CR

SECONDED CR

**9 CONFIRMATION OF MINUTES OF PREVIOUS MEETING****9.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 23 SEPTEMBER 2021**

That the minutes of the Ordinary Meeting of Council held on 23 September 2021 which have been distributed, be confirmed.

**COUNCIL RESOLUTION**

MOVED CR

SECONDED CR

**9.2 MINUTES OF THE SPECIAL MEETING OF COUNCIL HELD ON 4 NOVEMBER 2021**

That the minutes of the Special Meeting of Council held on 4 November 2021 which have been distributed, be confirmed.

**COUNCIL RESOLUTION**

MOVED CR

SECONDED CR

**10 QUESTIONS BY MEMBERS FOR WHICH DUE NOTICE HAS BEEN GIVEN****11 QUESTIONS BY MEMBERS WITHOUT NOTICE**

## **12 ANNOUNCEMENT OF CONFIDENTIAL MATTERS FOR WHICH MEETINGS MAY BE CLOSED TO THE PUBLIC**

NOTE: Section 5.23(2) of the *Local Government Act 1995*, details a number of matters upon which Council may discuss and make decisions without members of the public being present. These matters include: matters affecting employees; personal affairs of any person; contractual matters; legal advice; commercial-in-confidence matters; security matters; among others.

The following report items are covered in Section 19 of this agenda.

- PROGRESS REPORT ON THE EMRC REQUEST FOR TENDER 2021-002 PERMANENT FOGO PROCESSING FACILITY
- HAZELMERE WOOD WASTE TO ENERGY PLANT UPDATE
- EAST ROCKINGHAM WASTE TO ENERGY PROJECT UPDATE
- DELEGATION OF AUTHORITY TO THE CHIEF EXECUTIVE OFFICER
- SUSTAINABILITY WASTE ALLIANCE
- ITEM 14.1 OF THE LEGAL COMMITTEE MINUTES – 29 SEPTEMBER 2021 – SEEKING INSTRUCTIONS REGARDING A LEGAL MATTER [CONFIDENTIAL MATTER IN ACCORDANCE WITH *LOCAL GOVERNMENT ACT 1995* s.5.23(2)(d)]

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

Nil

## **14        REPORTS OF EMPLOYEES**

- 14.1    LIST OF ACCOUNTS PAID DURING THE MONTHS OF SEPTEMBER AND OCTOBER 2021 (D2021/22126)
- 14.2    FINANCIAL REPORT FOR PERIOD ENDED 30 SEPTEMBER 2021 (D2021/22120)
- 14.3    FINANCIAL REPORT FOR THE PERIOD ENDED 31 OCTOBER 2021 (D2021/22512)
- 14.4    CLOSURE OF THE EMRC FACILITIES FOR THE UPCOMING CHRISTMAS / NEW YEAR 2021 – 2022 AND PUBLIC HOLIDAYS FOR 2022 (D2021/23181)
- 14.5    STANDING ORDERS LOCAL LAW REVIEW (2021/23182)
- 14.6    REVIEW OF COUNCIL POLICY 2.1 – COMMITTEES OF COUNCIL (D2021/23186)
- 14.7    SUSTAINABILITY TEAM PROGRAM 2022-2023 (D2021/23189)
- 14.8    EMRC ANNUAL REPORT 2020/2021 (D2021/23192)
- 14.9    DELEGATION OF AUTHORITY FOR THE CHIEF EXECUTIVE OFFICER (D2021/23194)
- 14.10   REQUEST FOR TENDER RFT 2021 – 008 – RED HILL WASTE MANAGEMENT FACILITY MECHANICAL WORKSHOP (D2021/23177)
- 14.11   JOURNEY TOWARDS NET ZERO (D2021/23196)
- 14.12   EMRC'S RECONCILIATION ACTION PLAN WORKING PARTY (D2021/)
- 14.13   THE EMRC DRAFT SUSTAINABILITY STRATEGY REPORT (D2021/23197)
- 14.14   ITEMS CONTAINED IN THE INFORMATION BULLETIN (D2021/21330)

### **QUESTIONS**

The Chairman invites questions from members on the reports of employees.

### **RECOMMENDATION(S)**

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

### **COUNCIL RESOLUTION(S)**

MOVED CR

SECONDED CR

## **14.1 LIST OF ACCOUNTS PAID DURING THE MONTHS OF SEPTEMBER AND OCTOBER 2021**

**D2021/22126**

### **PURPOSE OF REPORT**

The purpose of this report is to present to Council a list of accounts paid under the Chief Executive Officer's delegated authority during the months of September and October 2021 for noting.

### **KEY POINT(S)**

- As per the requirements of regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, the list of accounts paid during the months of September and October 2021 is provided for noting.

### **RECOMMENDATION(S)**

That Council notes the CEO's list of accounts for September and October 2021 paid under delegated power in accordance with regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, forming the attachment to this report totalling \$29,693,434.09.

### **SOURCE OF REPORT**

Chief Financial Officer

### **BACKGROUND**

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

- 1 The table below summarises the payments drawn on the funds during the months of September and October 2021. A list detailing the payments made is appended as an attachment to this report.

<b>Municipal Fund</b>	EFT Payments	EFT47687 – EFT48112	
	Cheque Payments	220610 - 220619	
	Payroll EFT	PAY 2022-6, PAY 2022-7, PAY 2022-8 & PAY 2022-9	
	Direct Debits		
	➤ Superannuation	DD22712.1 – DD22712-25 DD22713.1 – DD22713-25 DD22714.1 – DD22714-24 DD22844.1 – DD22844-24 & DD22845.1 – DD22845-24	
	➤ Bank Charges	1*SEP21 & 1*OCT21	
	➤ Other	1996 - 2030	\$29,693,434.09
	Less Cancelled EFT's & Cheques		Nil
<b>Trust Fund</b>	Not Applicable		Nil
<b>Total</b>			<b>\$29,693,434.09</b>

Summary of Expenditure for the Months of September and October 2021		
Payroll	\$	1,225,623.97
Term Deposit Investments	\$	22,500,000.00
Capital Expenditure	\$	663,553.32
Operating Expenditure		
Landfill Levy *	\$	2,900,364.78
➤ Other	\$	2,403,892.02
➤ <b>Total</b>	<b>\$</b>	<b>29,693,434.09</b>

\* Note: The Landfill Levy is paid quarterly in July, October, January and April

### STRATEGIC/POLICY IMPLICATIONS

- 2 Key Result Area 3 – Good Governance
- 3.3 To provide responsible and accountable governance and management of the EMRC
- 3.4 To continue to improve financial and asset management practices

### FINANCIAL IMPLICATIONS

- 3 As detailed within the report.

## SUSTAINABILITY IMPLICATIONS

4 Nil

## RISK MANAGEMENT

Risk – Adverse credit rating if creditor accounts are not paid when due		
Consequence	Likelihood	Rating
Possible	Insignificant	Low
Action/Strategy		
➤ Ensure timely payment of creditor accounts when they fall due.		

## MEMBER COUNCIL IMPLICATIONS

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

## ATTACHMENT(S)

CEO's Delegated Payments List for the months of September and October 2021 (D2021/23155)

## VOTING REQUIREMENT

Simple Majority

## RECOMMENDATION(S)

That Council notes the CEO's list of accounts for September and October 2021 paid under delegated power in accordance with regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, forming the attachment to this report totalling \$29,693,434.09.

## COUNCIL RESOLUTION(S)

MOVED CR

SECONDED



## Eastern Metropolitan Regional Council

**CEO's DELEGATED PAYMENTS LIST  
FOR THE MONTHS OF SEPTEMBER AND OCTOBER 2021**

<b>Cheque / EFT No</b>	<b>Date</b>	<b>Payee</b>		<b>Amount</b>
EFT47687	01/09/2021	A NOBLE & SON LTD WA DIVISION	PLANT MAINTENANCE	652.16
EFT47688	01/09/2021	ADT SECURITY	SECURITY MONITORING	60.39
EFT47689	01/09/2021	AFGRI EQUIPMENT AUSTRALIA PTY LTD	PLANT REPAIR	1,987.65
EFT47690	01/09/2021	AIR FILTER DRY CLEAN SYSTEMS WA	CLEAN & SERVICES FILTERS	366.41
EFT47691	01/09/2021	AJL PLUMBING & GAS	PLUMBING SERVICE - RED HILL ADMINISTRATION BUILDING	264.00
EFT47692	01/09/2021	ALLPEST - ROL-WA PTY LTD T/AS	PEST CONTROLS	990.00
EFT47693	01/09/2021	ANAM SAEED	CONSULTING FEE - WWtE	2,860.00
EFT47694	01/09/2021	APOLLO FABRICATIONS	HOOK-LIFT BIN PURCHASES	26,620.00
EFT47695	01/09/2021	AUSTRALIAN HVAC SERVICES	AIRCONDITIONING SERVICE	1,437.70
EFT47696	01/09/2021	BARFIELD EARTHMOVING (JAYCOURT NOMINEES P/L)	PRODUCT TRANSPORTATION COSTS & PLANT REPAIR	1,471.60
EFT47697	01/09/2021	BELMONT - REDCLIFFE NEWSROUND	NEWSPAPERS	58.00
EFT47698	01/09/2021	BIN BATH AUSTRALIA PTY LTD	BIN CLEANING	217.14
EFT47699	01/09/2021	BIOGAS SYSTEMS AUSTRALIA PTY LTD	QUARTERLY SERVICES - LEACHATE DRAINAGE SYSTEMS & BORES & REPLACED DAMAGED CONTROL	10,478.18
EFT47700	01/09/2021	BLACKWOODS ATKINS	HARDWARE SUPPLIES	326.40
EFT47701	01/09/2021	BLUE DIAMOND MACHINERY PTY LTD	PROTECTIVE CLOTHING	170.50
EFT47702	01/09/2021	BOBCAT ATTACH	PLANT REPAIR	841.50
EFT47703	01/09/2021	BRING COURIERS	COURIER SERVICE	157.15
EFT47704	01/09/2021	BUNNINGS GROUP LTD	HARDWARE SUPPLIES	841.59
EFT47705	01/09/2021	BURSON AUTOMOTIVE PTY LTD	PLANT PARTS	196.24
EFT47706	01/09/2021	CAPITAL TRANSPORT SERVICES (WA) PTY LTD	COURIER SERVICE	93.24
EFT47707	01/09/2021	CDM AUSTRALIA	COMPUTER HARDWARE PURCHASES	3,020.60
EFT47708	01/09/2021	CHARLES SERVICE COMPANY	CLEANING SERVICES - RED HILL	2,678.14
EFT47709	01/09/2021	CHEMCENTRE	WOOD FINDS & OTHER WOOD SAMPLE MONITORING - HAZELMERE	387.20
EFT47710	01/09/2021	CJD EQUIPMENT PTY LTD	PLANT MAINTENANCE, PARTS & SERVICE	14,680.34
EFT47711	01/09/2021	COMPU-STOR	IT BACKUP DATA SERVICES	692.33
EFT47712	01/09/2021	CROSSLAND & HARDY PTY LTD	SURVEYING COSTS - STOCKTAKE, QUARTERLY LANDFILLING & PEGGING OF HAZELMERE CARPARK	6,650.60
EFT47713	01/09/2021	CSE CROSSCOM PTY LTD	TWO-WAY RADIO PURCHASES	752.40
EFT47714	01/09/2021	CUTTING EDGES REPLACEMENT PARTS PTY LTD	PLANT PARTS	5,824.79
EFT47715	01/09/2021	E & MJ ROSHER	PLANT PARTS	898.41
EFT47716	01/09/2021	ECOLO WA	BIOSTREME SOLUTION	13,270.40
EFT47717	01/09/2021	ELAN ENERGY MATRIX	TYRE DISPOSAL COSTS	1,708.00
EFT47718	01/09/2021	ELEMENT HYDROGRAPHIC SOLUTIONS	EQUIPMENT MAINTENANCE & SERVICE	1,332.10
EFT47719	01/09/2021	ENVIRO SWEEP	SITE SWEEPING - HAZELMERE	2,772.00
EFT47720	01/09/2021	ENVIRONMENTAL INDUSTRIES PTY LTD	REHABILITATE CLASS III, IV CELLS & OFFSET	5,505.50
EFT47721	01/09/2021	EUROFINS ARL PTY LTD T/AS EUROFINS	SAMPLE TESTING - WATER & WOOFDFINES & WOODCHIPS & DUST ANALYSIS	4,788.30
EFT47722	01/09/2021	FLEET DYNAMICS PTY LTD	MONTHLY EQUIPMENT HIRE FEE	40.00
EFT47723	01/09/2021	FLEXI STAFF PTY LTD	LABOUR HIRE	2,030.62
EFT47724	01/09/2021	FOSTER PLUMBING AND GAS	RE INSTATE BITUMEN AFTER WATER SERVICE INSTALLATION	765.60
EFT47725	01/09/2021	FRESH VENTURE GROUP PTY LTD T/AS FRUIT AT WORK	STAFF AMENITIES	1,036.00
EFT47726	01/09/2021	FUELFIX PTY LTD	EQUIPMENT HIRE	730.72
EFT47727	01/09/2021	GREENS ELECTRICAL SERVICE	ELECTRICAL MAINTENANCE AT RED HILL SITE	1,814.01
EFT47728	01/09/2021	TWISTECH - GREG WOOD	FENCE REPAIRS AT HAZELMERE	770.00
EFT47729	01/09/2021	GROENEVELD AUSTRALIA P/L	PLANT REPAIR	3,655.30
EFT47730	01/09/2021	HARTAC SALES & DISTRIBUTION PTY LTD	EQUIPMENT PURCHASE - WWtE	10,734.74
EFT47731	01/09/2021	HARVEY NORMAN MIDLAND - RD SUPA PTY LTD T/AS HARVEY NORMAN AV/IT SUPERSTORE MIDLAND	OFFICE EQUIPMENT PURCHASE - RED HILL	169.00



**CEO's DELEGATED PAYMENTS LIST  
FOR THE MONTHS OF SEPTEMBER AND OCTOBER 2021**

Cheque / EFT No	Date	Payee		Amount
EFT47732	01/09/2021	HAWK CONCRETE FLOOR COATINGS - FLOOR CO PTY LTD	HRRP - ADMIN WORKSHOP FLOORING	22,189.20
EFT47733	01/09/2021	ATF RCJ TRUST T/AS HECS FIRE	FIRE EQUIPMENT INSPECTION & SERVICE	385.00
EFT47734	01/09/2021	HITACHI CONSTRUCTION MACHINERY (AUSTRALIA) PTY LTD	PLANT REPAIR & MAINTENANCE AT RED HILL	946.72
EFT47735	01/09/2021	HOPGOODGANIM LAWYERS	PROBITY SERVICES - PERMANENT FOGO FACILITY	8,305.00
EFT47736	01/09/2021	HOSECO (WA) PTY LTD	PLANT REPAIR	213.66
EFT47737	01/09/2021	ILLION AUSTRALIA PTY LTD ( DUN & BRADSTREET)	ONLINE CREDIT REFERENCE CHECKS	87.45
EFT47738	01/09/2021	INFINITY TRAINING AUSTRALIA	STAFF TRAINING	3,520.00
EFT47739	01/09/2021	INTEGRATED ICT	IT SUPPORT	3,237.30
EFT47740	01/09/2021	IT VISION USER GROUP (INC)	ANNUAL SUBSCRIPTION - IT VISION USER GROUP	748.00
EFT47741	01/09/2021	J & K HOPKINS	OFFICE EQUIPMENT PURCHASES	306.00
EFT47742	01/09/2021	JBS&G AUSTRALIA P/L T/A STRATEGEN JBS&G	CONSULTING FEE - WWiE	2,332.00
EFT47743	01/09/2021	JCB CONSTRUCTION EQUIPMENT AUSTRALIA (CFC HOLDINGS-CEA; JCB CEA; DYNAPAC CEA)	PLANT SERVICE & MAINTENANCE	719.03
EFT47744	01/09/2021	JOHN HUGHES (ROHANNA PTY LTD)	VEHICLE SERVICE	710.63
EFT47745	01/09/2021	KEWDALE CAD & DRAFTING SUPPLIES PTY LTD	PRINTER CONSUMABLES	291.50
EFT47746	01/09/2021	KOOL KREATIVE	MAILCHIMP NEWSLETTER TEMPLATE	704.00
EFT47747	01/09/2021	KOTT GUNNING LAWYERS	LEGAL ADVICE	282.81
EFT47748	01/09/2021	LAW CENTRAL LEGAL PTY LTD T/AS LAW CENTRAL LEGAL	LEGAL ADVICE	940.50
EFT47749	01/09/2021	LIFTRITE HIRE & SALES	PLANT PARTS	640.31
EFT47750	01/09/2021	LO-GO APPOINTMENTS	LABOUR HIRE	1,972.52
EFT47751	01/09/2021	MAIL PLUS PERTH	MAIL EXPENSES	369.60
EFT47752	01/09/2021	MAJOR SECURITY SERVICES PTY LTD	SECURITY MONITORING	3,624.14
EFT47753	01/09/2021	MARKETFORCE	AVON DESCENT ADVERTISEMENT, VARIOUS PUBLIC NOTICES & FLOOD AWARE VIDEO & BROCHURES	3,751.44
EFT47754	01/09/2021	MCLEODS BARRISTERS & SOLICITORS	LEGAL ADVICE	2,932.66
EFT47755	01/09/2021	MICROANALYSIS AUSTRALIA PTY LTD	LABORATORY ANALYSIS - WWiE	207.90
EFT47756	01/09/2021	MIDWAY FORD (WA)	VEHICLE PARTS	163.92
EFT47757	01/09/2021	MILLS RECRUITMENT - MILLS CORPORATION PTY LTD T/AS	LABOUR HIRE	1,140.06
EFT47758	01/09/2021	MS GROUNDWATER MANAGEMENT	GROUNDWATER REPORT ON FARM AREA AT RED HILL	11,000.00
EFT47759	01/09/2021	NEW HAVEN PTY LTD - T/AS ALIVE & KICKING SOLUTIONS	STAFF TRAINING	4,939.00
EFT47760	01/09/2021	ONSITE RENTALS PTY LTD	EQUIPMENT RENTAL	433.53
EFT47761	01/09/2021	PERTH BIN HIRE - IWM (PBH) PTY LTD T/A	SKIP BIN HIRE	2,169.00
EFT47762	01/09/2021	PIRTEK MALAGA - JH FLUID TRANSFER SOLUTIONS T/AS	PLANT MAINTENANCE & SERVICE	442.74
EFT47763	01/09/2021	PIRTEK MIDLAND (M & B HYDRAULICS PTY LTD)	HYDRAULIC HOSE SUPPLIES & REPAIRS	2,762.75
EFT47764	01/09/2021	PLANTED PASSION	PURCHASE OF NUTRI-LIFE SOLUTIONS FOR FOGO	4,920.00
EFT47765	01/09/2021	PR POWER PTY LTD	PLANT REPAIR	460.63
EFT47766	01/09/2021	PRUDENTIAL INVESTMENT SERVICES CORP P/L	INVESTMENT ADVISORY SERVICES	2,012.88
EFT47767	01/09/2021	QUAD SERVICES PTY LTD	CLEANING SERVICES & CONSUMABLES -ASCOT PLACE	5,802.12
EFT47768	01/09/2021	REMONDIS AUSTRALIA PTY LTD	COLLECTION OF PAPER RECYCLABLES	28.33
EFT47769	01/09/2021	RENTOKIL INITIAL PTY LTD	QUARTERLY PEST CONTROL SERVICE	528.00
EFT47770	01/09/2021	RUDD INDUSTRIAL AND FARM SUPPLIES	HARDWARE SUPPLIES	733.76
EFT47771	01/09/2021	S&L ENGINEERING (WA) PTY LTD	PLANT MAINTENANCE	500.50
EFT47772	01/09/2021	SAI GLOBAL PTY LIMITED	STANDARDS MARK PRIMARY REGISTRATION - MULCH	5,203.00
EFT47773	01/09/2021	SETON AUSTRALIA - BRADY AUSTRALIA PTY LTD T/AS	TRAFFIC CONES & PROTECTIVE CLOTHING	3,529.11
EFT47774	01/09/2021	SIGN SUPERMARKET	STICKERS & SIGNAGE UPDATES	830.00
EFT47775	01/09/2021	SOFT LANDING - GREAT LAKES COMMUNITY RESOURCES INCORPORATED T/A	COLLECTION & DISPOSAL OF MATTRESSES AT HAZELMERE	29,617.50
EFT47776	01/09/2021	SONIC HEALTHPLUS PTY LTD	PRE-EMPLOYMENT MEDICAL	368.50



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EFT47777	01/09/2021	SOUTHERN CROSS PROTECTION	231.00
EFT47778	01/09/2021	SOUTHERN METROPOLITAN REGIONAL COUNCIL	21,193.70
EFT47779	01/09/2021	SPUDS GARDENING SERVICES	88.00
EFT47780	01/09/2021	ST JOHN AMBULANCE ASSOCIATION	369.00
EFT47781	01/09/2021	SWAN FIRE SERVICES	173.80
EFT47782	01/09/2021	TALIS CONSULTANTS	18,461.30
EFT47783	01/09/2021	TIM DAVIES LANDSCAPING PTY LTD (TDL)	1,014.99
EFT47784	01/09/2021	TJ DEPIAZZI & SONS	5,103.45
EFT47785	01/09/2021	TOTAL TOOLS MIDLAND	159.00
EFT47786	01/09/2021	TOTALLY WORKWEAR MIDLAND	852.41
EFT47787	01/09/2021	TRADEFAIRE INTERNATIONAL PTY LTD (PREVIOUSLY ACCESS INDUSTRIAL TYRES #3106)	297.00
EFT47788	01/09/2021	TRUCKLINE - SPECIALIST WHOLESALERS PTY LTD T/AS	48.40
EFT47789	01/09/2021	TUDOR HOUSE (WA) PTY LTD	660.00
EFT47790	01/09/2021	TUTT BRYANT EQUIPMENT (BT EQUIPMENT PTY LTD)	6,529.56
EFT47791	01/09/2021	URBAN DEVELOPMENT INSTITUTE OF AUSTRALIA (WA) INC	300.00
EFT47792	01/09/2021	VOLICH WASTE CONTRACTORS PTY LTD	44.00
EFT47793	01/09/2021	WA HINO SALES AND SERVICE	390.12
EFT47794	01/09/2021	WA MACHINERY GLASS	649.00
EFT47795	01/09/2021	WATERLOGIC AUSTRALIA PTY LTD	547.03
EFT47796	01/09/2021	WEST TIP WASTE CONTROL	1,419.00
EFT47797	01/09/2021	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	30,697.04
EFT47798	01/09/2021	WESTRAC EQUIPMENT PTY LTD	7,055.19
EFT47799	01/09/2021	WINC AUSTRALIA PTY LTD	3,432.70
EFT47800	01/09/2021	WORK CLOBBER	488.50
EFT47801	01/09/2021	WREN OIL	913.00
EFT47802	01/09/2021	WSP AUSTRALIA PTY LTD	2,783.00
EFT47803	01/09/2021	WURTH AUSTRALIA PTY LTD	343.44
EFT47804	03/09/2021	DRAKE AUSTRALIA PTY LTD	3,326.63
EFT47805	03/09/2021	FLEXI STAFF PTY LTD	2,470.14
EFT47806	03/09/2021	HEATLEY SALES PTY LTD	707.30
EFT47807	03/09/2021	HERBERT SMITH FREEHILLS LAWYERS	18,951.68
EFT47808	03/09/2021	KLB SYSTEMS	632.50
EFT47809	03/09/2021	TELSTRA CORPORATION LTD	180.41
EFT47810	07/09/2021	CHILD SUPPORT	352.70
EFT47811	07/09/2021	EVENT AND CONFERENCE CO	5,500.00
EFT47812	07/09/2021	LABOURFORCE IMPEX PERSONNEL P/L	6,311.78
EFT47813	07/09/2021	PAYG PAYMENTS	80,076.00
EFT47814	07/09/2021	QUAD SERVICES PTY LTD	1,513.64
EFT47815	10/09/2021	CIVIL AUTO ELECTRICS PTY LTD	264.55
EFT47816	10/09/2021	CJD EQUIPMENT PTY LTD	3,109.09
EFT47817	10/09/2021	DENISON (WA) PTY LTD	508.40
EFT47818	10/09/2021	DINGO BUS CHARTER	500.00
EFT47819	10/09/2021	DRAKE AUSTRALIA PTY LTD	2,559.33
EFT47820	10/09/2021	FLEXI STAFF PTY LTD	2,450.81
EFT47821	10/09/2021	LANDFILL GAS & POWER PTY LTD	16,026.86

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EFT47822	10/09/2021	LGIS	INSURANCE PREMIUM ADJUSTMENT	3,563.10
EFT47823	10/09/2021	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	STAFF TRAINING	350.00
EFT47824	10/09/2021	PUREARTH - RIVER NOMINEES PTY LTD T/A	PLANT PART	41,250.00
EFT47825	10/09/2021	SERVO CLEAN	CLEANING OF C&I SHED	3,819.20
EFT47826	10/09/2021	SONIC HEALTHPLUS PTY LTD	PRE-EMPLOYMENT MEDICAL	440.00
EFT47827	10/09/2021	TELSTRA CORPORATION LTD	TELEPHONE CHARGES	848.48
EFT47828	10/09/2021	WINC AUSTRALIA PTY LTD	STATIONERY & CONSUMABLES	136.28
EFT47829	14/09/2021	ANNETTE NORTH (RAKICH)	STAFF REIMBURSEMENT	1,094.80
EFT47830	14/09/2021	BARFIELD EARTHMOVING (JAYCOURT NOMINEES P/L)	PLANT TRANSPORTATION COSTS	1,179.75
EFT47831	14/09/2021	FOSTER PLUMBING AND GAS	ANNUAL WATER BACKFLOW DEVICE TESTING	550.00
EFT47832	14/09/2021	LABOURFORCE IMPEX PERSONNEL P/L	LABOUR HIRE	4,021.29
EFT47833	14/09/2021	LO-GO APPOINTMENTS	LABOUR HIRE	2,187.94
EFT47834	14/09/2021	MOTORCHARGE PTY LTD	FLEET FUEL PURCHASES	3,403.66
EFT47835	14/09/2021	TELSTRA CORPORATION LTD	TELEPHONE CHARGES	324.04
EFT47836	16/09/2021	BADEN ENGINEERING & MANUFACTURING PTY LTD	CONNECT NEW CAPS SCREW COMPRESSOR TO NEW HRRP WORKSHOP BUILDING	848.35
EFT47837	17/09/2021	BP AUSTRALIA PTY LTD	FUEL PURCHASES	38,148.27
EFT47838	17/09/2021	CITY OF BELMONT	COUNCIL RATES	15,989.92
EFT47839	17/09/2021	FLEXI STAFF PTY LTD	LABOUR HIRE	4,500.76
EFT47840	17/09/2021	LO-GO APPOINTMENTS	LABOUR HIRE	4,514.84
EFT47841	17/09/2021	MADDERN ELECTRICS	ELECTRICAL MAINTENANCE - ASCOT PLACE	1,116.50
EFT47842	17/09/2021	PERTH BIN HIRE - IWM (PBH) PTY LTD T/A	E-WASTE TRANSPORTATION	198.00
EFT47843	17/09/2021	SYNERGY	ELECTRICITY CHARGES - RED HILL	5,555.79
EFT47844	17/09/2021	TALIS CONSULTANTS	CONSULTING FEE - REGIONAL WASTE COLLECTION SERVICE MODEL	4,075.50
EFT47845	20/09/2021	DEPUTY COMMISSIONER OF TAXATION	GST PAYMENT	239,332.00
EFT47846	21/09/2021	AIR FILTER DRY CLEAN SYSTEMS WA	CLEAN & SERVICES FILTERS	300.14
EFT47847	21/09/2021	BOC LTD	GAS BOTTLE ANNUAL RENTAL	1,038.31
EFT47848	21/09/2021	CHILD SUPPORT	EMPLOYEE DEDUCTION	352.70
EFT47849	21/09/2021	CITY OF BAYSWATER	STAFF HEALTH PROMOTION - POOL PASSES	560.00
EFT47850	21/09/2021	CIVIL AUTO ELECTRICS PTY LTD	PLANT MAINTENANCE	1,368.95
EFT47851	21/09/2021	CJD EQUIPMENT PTY LTD	PLANT MAINTENANCE, PARTS & SERVICE	1,676.25
EFT47852	21/09/2021	EVENT AND CONFERENCE CO	WASTE & RECYCLING CONFERENCE 2021	10,560.00
EFT47853	21/09/2021	HEHERSON GAYAGOY	BUILDING MAINTENANCE - ASCOT PLACE	330.00
EFT47854	21/09/2021	KLB SYSTEMS	COMPUTER HARDWARE PURCHASES	4,477.00
EFT47855	21/09/2021	LABOURFORCE IMPEX PERSONNEL P/L	LABOUR HIRE	5,509.86
EFT47856	21/09/2021	LO-GO APPOINTMENTS	LABOUR HIRE	1,845.42
EFT47857	21/09/2021	MILLS RECRUITMENT - MILLS CORPORATION PTY LTD T/AS	LABOUR HIRE	1,864.28
EFT47858	21/09/2021	PAYG PAYMENTS	PAYG TAXATION PAYMENT	86,731.00
EFT47859	21/09/2021	PROTECTOR FIRE SERVICES	FIRE FIGHTING EQUIPMENT REPAIR AT HAZELMERE	6,539.50
EFT47860	21/09/2021	SYNERGY	ELECTRICITY CHARGES - HAZELMERE & ASCOT PLACE	3,922.12
EFT47861	24/09/2021	DRAKE AUSTRALIA PTY LTD	LABOUR HIRE	2,262.03
EFT47862	24/09/2021	FLEXI STAFF PTY LTD	LABOUR HIRE	1,971.75
EFT47863	24/09/2021	MARKETFORCE	ADVERTISING -AVON DESCENT 2021 & OTHER PUBLIC NOTICES	8,659.00
EFT47864	24/09/2021	PERTH ENERGY PTY LTD	GAS SUPPLY - WWtE	136.84
EFT47865	24/09/2021	TERRESTRIAL ECOSYSTEMS	PEST CONTROL	275.00
EFT47866	28/09/2021	AUSTRALIAN INSTITUTE OF MANAGEMENT - AIM	ANNUAL SUBSCRIPTION RENEWAL	2,750.00

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EFT47867	28/09/2021	LABOURFORCE IMPEX PERSONNEL P/L	LABOUR HIRE	4,182.63
EFT47868	28/09/2021	MS GROUNDWATER MANAGEMENT	INSTALLATION OF BORES IN CLASS IV STAGE 2	32,890.00
EFT47869	28/09/2021	TELSTRA CORPORATION LTD	TELEPHONE CHARGES	5,701.39
EFT47870	30/09/2021	ABSOLUTE OFFICE COMFORTS	FURNITURE FOR HAZELMERE	32,527.44
EFT47871	30/09/2021	AUSCO MODULAR PTY LTD	PLANT HIRE - HAZELMERE	2,664.14
EFT47872	30/09/2021	CAVALIER PORTABLES & PARK HOMES	PLANT HIRE - WWtE	1,429.99
EFT47873	30/09/2021	ENVIRONMENTAL INDUSTRIES PTY LTD	REHABILITATE CLASS III, IV CELLS & OFFSET	7,942.00
EFT47874	30/09/2021	FUJIFILM BUSINESS INNOVATION AUSTRALIA PTY LTD	PHOTOCOPIER MAINTENANCE & SUPPLIES	637.29
EFT47875	30/09/2021	ISABELLE MARIE	STAFF REIMBURSEMENT	183.33
EFT47876	30/09/2021	MARKETFORCE	FLOOD AWARE BUS STOP ADVERTISING	6,616.50
EFT47877	30/09/2021	SOUTHERN CROSS PROTECTION	COURIER SERVICE	374.00
EFT47878	01/10/2021	AALAN LINE MARKING SERVICES	PAINTING OF LINES AT HAZELMERE	1,023.00
EFT47879	01/10/2021	ADVANS EXHIBITION SERVICES	WASTE & RECYCLING CONFERENCE 2021	95.21
EFT47880	01/10/2021	AFGRI EQUIPMENT AUSTRALIA PTY LTD	PLANT PARTS	2,639.86
EFT47881	01/10/2021	AIR FILTER DRY CLEAN SYSTEMS WA	CLEAN & SERVICES FILTERS	543.09
EFT47882	01/10/2021	ALLIGHTSYKES PTY LTD	QUARTERLY SERVICE - GENERATOR AT RED HILL ADMINISTRATION OFFICE & WEIGHBRIDGE	371.25
EFT47883	01/10/2021	ALLPEST - ROL-WA PTY LTD T/AS	PEST CONTROLS	143.00
EFT47884	01/10/2021	ANAM SAEED	CONSULTING FEE - WWtE	5,720.00
EFT47885	01/10/2021	ANTHONY WALSH ATF 88 FAMILY TRUST T/A ADVANCED LIQUID WASTE	CLEAR OUT PUMPS OF WHEEL WASH AT RED HILL & HAZELMERE	2,745.88
EFT47886	01/10/2021	AUSCO MODULAR PTY LTD	PLANT HIRE - HAZELMERE	49.50
EFT47887	01/10/2021	AUSTRALIA POST - ASCOT PLACE	POSTAL CHARGES	87.62
EFT47888	01/10/2021	BARFIELD EARTHMOVING (JAYCOURT NOMINEES P/L)	PLANT REPAIRS & MAINTENANCE & PLANT HIRE	18,356.25
EFT47889	01/10/2021	BATTERY WORLD	BATTERY PURCHASES	189.00
EFT47890	01/10/2021	BEDROCK MINE MAINTENANCE SERVICES PTY LTD	PLANT MAINTENANCE	5,162.85
EFT47891	01/10/2021	BELMONT - REDCLIFFE NEWSROUND	NEWSPAPERS	119.50
EFT47892	01/10/2021	BIG BUBBLE RETAIL	CLEANING SOLUTION	57.96
EFT47893	01/10/2021	BIN BATH AUSTRALIA PTY LTD	BIN CLEANING	72.38
EFT47894	01/10/2021	BLACKWOODS CANNINGVALE	PLANT PARTS	318.41
EFT47895	01/10/2021	BRING COURIERS	COURIER SERVICE	151.88
EFT47896	01/10/2021	BULLANT SECURITY PTY LTD	LOCK REPAIRS	190.50
EFT47897	01/10/2021	BUNNINGS GROUP LTD	HARDWARE SUPPLIES	774.49
EFT47898	01/10/2021	BURSON AUTOMOTIVE PTY LTD	HARDWARE SUPPLIES	508.86
EFT47899	01/10/2021	CABLENET ELECTRICAL SERVICES	ELECTRICAL REPAIR - HRRP ADMINISTRATION BUILDING	5,390.00
EFT47900	01/10/2021	CAPITAL TRANSPORT SERVICES (WA) PTY LTD	COURIER SERVICE	129.93
EFT47901	01/10/2021	CHARLES SERVICE COMPANY	CLEANING SERVICES - RED HILL	3,352.73
EFT47902	01/10/2021	CHEMCENTRE	CLEANING SOLUTION & WOOD FINES & HEAVY METALS TESTING - HAZELMERE	1,078.00
EFT47903	01/10/2021	CJD EQUIPMENT PTY LTD	PLANT MAINTENANCE, PARTS & SERVICE	5,262.38
EFT47904	01/10/2021	CLARK RUBBER MIDLAND	HARDWARE SUPPLIES	430.15
EFT47905	01/10/2021	CME BOILERMAKING PTY LTD	PARTS FOR WOODWASTE GRINDER	8,427.10
EFT47906	01/10/2021	COMPU-STOR	IT BACKUP DATA SERVICES	15,766.08
EFT47907	01/10/2021	CPR ELECTRICAL SERVICES	ELECTRICAL MAINTENANCE - GRINDER & HAZELMERE SITE	4,306.50
EFT47908	01/10/2021	CUTTING EDGES REPLACEMENT PARTS PTY LTD	PLANT PARTS	1,833.34
EFT47909	01/10/2021	DRAKE AUSTRALIA PTY LTD	LABOUR HIRE	4,250.82
EFT47910	01/10/2021	ECO ENVIRONMENTAL (BENFOSTER PTY LTD)	WATER MONITORING EQUIPMENT RENTAL	93.50
EFT47911	01/10/2021	ECOLO WA	BIOSTREME SOLUTION & EQUIPMENT HIRE	2,572.90



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EFT47912	01/10/2021	EJAN COMMUNICATIONS - NEWHAWK CORPORATION T/AS	EQUIPMENT PURCHASES - WWtE 14,508.12
EFT47913	01/10/2021	ELAN ENERGY MATRIX	TYRE DISPOSAL COSTS 1,634.77
EFT47914	01/10/2021	ENVIRO SWEEP	SITE SWEEPING - HAZELMERE 1,598.30
EFT47915	01/10/2021	ENVIRONMENTAL & AIR QUALITY CONSULTING PTY LTD	RED HILL ODOUR MONITORING - RED HILL 3,729.00
EFT47916	01/10/2021	EUROFINS ARL PTY LTD T/AS EUROFINS	QUARTERLY WATER MONITORING 3,098.70
EFT47917	01/10/2021	FRESH VENTURE GROUP PTY LTD T/AS FRUIT AT WORK	STAFF AMENITIES 1,397.00
EFT47918	01/10/2021	FUELFIX PTY LTD	EQUIPMENT HIRE 707.15
EFT47919	01/10/2021	GEOFABRICS AUSTRALASIA PTY LTD	PURCHASE CELL LINING MATERIALS 11,709.50
EFT47920	01/10/2021	GHD PTY LTD	CONSULTANCY FEE - STRATEGIC REVIEW & PERMANENT FOGO PROCESSING FACILITY 31,529.16
EFT47921	01/10/2021	GREEN PROMOTIONS PTY LTD	NAME BADGES 220.00
EFT47922	01/10/2021	GREENS ELECTRICAL SERVICE	ELECTRICAL MAINTENANCE AT RED HILL SITE 1,873.77
EFT47923	01/10/2021	TWISTECH - GREG WOOD	FENCE REPAIRS AT TRANSFER STATION & RED HILL 2,722.50
EFT47924	01/10/2021	GROENEVELD AUSTRALIA P/L	PLANT PARTS 264.33
EFT47925	01/10/2021	HARVEY NORMAN MIDLAND - RD SUPA PTY LTD T/AS	OFFICE EQUIPMENTS FOR HAZELMERE 4,286.00
EFT47926	01/10/2021	HARVEY NORMAN AV/IT SUPERSTORE MIDLAND	BUILDING MAINTENANCE - ASCOT PLACE 110.00
EFT47927	01/10/2021	HEHERSON GAYAGOY	
EFT47927	01/10/2021	HERTZ INSPECTION AND SERVICES PTY LTD TRUSTEE OF	PLANT MAINTENANCE 1,900.00
EFT47928	01/10/2021	HARSIDHHI FAMILY TRUST	
EFT47928	01/10/2021	HOPGOODGANIM LAWYERS	PROBITY SERVICES - PERMANENT FOGO FACILITY 13,915.00
EFT47929	01/10/2021	HOSECO (WA) PTY LTD	PLANT PARTS 282.96
EFT47930	01/10/2021	ID CONSULTING PTY LTD	ANNUAL SUBSCRIPTION RENEWAL 2,310.00
EFT47931	01/10/2021	ILLION AUSTRALIA PTY LTD ( DUN & BRADSTREET)	ONLINE CREDIT REFERENCE CHECKS 145.20
EFT47932	01/10/2021	INSIGHT ORNITHOLOGY	PEST CONTROL 562.50
EFT47933	01/10/2021	INTEGRATED ICT	IT SUPPORT SERVICES 4,821.30
EFT47934	01/10/2021	JOHN HUGHES (ROHANNA PTY LTD)	VEHICLE SERVICE 780.14
EFT47935	01/10/2021	KLB SYSTEMS	COMPUTER HARDWARE PURCHASES 7,161.00
EFT47936	01/10/2021	KOOL KREATIVE	EMRC - STAND AND COUNTER DESIGN 792.00
EFT47937	01/10/2021	LIFTRITE HIRE & SALES	PLANT PARTS 72.88
EFT47938	01/10/2021	LINE-RIGHT PTY LTD	CAR PARK LINE MARKING - HRRP 3,168.00
EFT47939	01/10/2021	LO-GO APPOINTMENTS	LABOUR HIRE 1,972.52
EFT47940	01/10/2021	MAIL PLUS PERTH	MAIL EXPENSES 369.60
EFT47941	01/10/2021	MAJOR SECURITY SERVICES PTY LTD	SECURITY MONITORING 3,294.70
EFT47942	01/10/2021	MALCOLM THOMPSON PUMPS PTY LTD	PLANT PARTS 5,352.05
EFT47943	01/10/2021	MANDALAY TECHNOLOGIES PTY LTD	ADDITIONAL SOFTWARE FOR RED HILL WEIGHBRIDGE 4,042.50
EFT47944	01/10/2021	MCINTOSH & SON	PLANT PARTS 8,987.00
EFT47945	01/10/2021	MCLEODS BARRISTERS & SOLICITORS	LEGAL ADVICE 790.35
EFT47946	01/10/2021	MIDWAY FORD (WA)	VEHICLE SERVICE & VEHICLE REPAIRS 2,399.12
EFT47947	01/10/2021	MISS MAUD	CATERING COSTS 212.00
EFT47948	01/10/2021	MUNDARING CRANE TRUCK HIRE	PLANT TRANSPORTATION COSTS 889.90
EFT47949	01/10/2021	NETLINK GROUP PTY LTD	PHONE SYSTEM MAINTENANCE 426.25
EFT47950	01/10/2021	NEVILLE REFRIGERATION & AIRCONDITIONING	DEGASSING OF FRIDGES & AIRCONDITIONERS - TRANSFER STATION 770.00
EFT47951	01/10/2021	OFFICE LINE GROUP	PURCHASE OF OFFICE EQUIPMENTS 1,443.20
EFT47952	01/10/2021	OFFICEWORKS	COMPUTER HARDWARE PURCHASES 864.97
EFT47953	01/10/2021	ONSITE RENTALS PTY LTD	EQUIPMENT RENTAL 459.83
EFT47954	01/10/2021	PARK PACKAGING	RED HILL LITTER CONTROL BAGS 2,552.00
EFT47955	01/10/2021	PERTH BIN HIRE - IWM (PBH) PTY LTD T/A	SKIP BIN HIRE 675.01
EFT47956	01/10/2021	PERTH BLINDS	BLINDS FOR HRRP ADMINISTRATION BUILDING 3,585.00

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EFT47957	01/10/2021	PIRTEK MALAGA - JH FLUID TRANSFER SOLUTIONS T/AS	106.76
EFT47958	01/10/2021	PIRTEK MIDLAND (M & B HYDRAULICS PTY LTD)	3,899.38
EFT47959	01/10/2021	POWERUP AUTO TREATMENTS - CHEMSOL AUSTRALIA PTY LTD T/AS	2,145.00
EFT47960	01/10/2021	PR POWER PTY LTD	1,046.55
EFT47961	01/10/2021	PRESTIGE ALARMS	1,273.00
EFT47962	01/10/2021	PRO WELD MINE MAINTENANCE PTY LTD	660.00
EFT47963	01/10/2021	PRUDENTIAL INVESTMENT SERVICES CORP P/L	2,012.88
EFT47964	01/10/2021	QUAD SERVICES PTY LTD	5,005.52
EFT47965	01/10/2021	REFRESH WATERS PTY LTD	78.50
EFT47966	01/10/2021	RELOCATIONS WA PTY LTD - SP & PG BLACKWELL FAMILY TRUST T/AS	1,617.00
EFT47967	01/10/2021	REMONDIS AUSTRALIA PTY LTD	13.86
EFT47968	01/10/2021	RICHARDS MINING SERVICES PTY LTD	3,980.00
EFT47969	01/10/2021	RUDD INDUSTRIAL AND FARM SUPPLIES	772.49
EFT47970	01/10/2021	SIGNS & LINES	184.60
EFT47971	01/10/2021	STANLEE HOSPITALITY SUPPLIES - EAE HOLDINGS PTY LTD T/AS	174.90
EFT47972	01/10/2021	SWAN FIRE SERVICES	1,961.30
EFT47973	01/10/2021	SWAN LOCK SERVICE - RAMSAY & SONS PTY LTD T/A	4,288.00
EFT47974	01/10/2021	SYDNEY TOOLS PTY LTD	375.00
EFT47975	01/10/2021	SYNERGY	12,007.06
EFT47976	01/10/2021	TALIS CONSULTANTS	26,875.75
EFT47977	01/10/2021	TANGIBILITY PTY LTD	1,364.00
EFT47978	01/10/2021	THE WATERSHED	7,298.50
EFT47979	01/10/2021	TIM DAVIES LANDSCAPING PTY LTD (TDL)	1,014.99
EFT47980	01/10/2021	TJ DEPIAZZI & SONS	3,402.30
EFT47981	01/10/2021	TOTALLY WORKWEAR MIDLAND	2,556.34
EFT47982	01/10/2021	TRADEFAIRE INTERNATIONAL PTY LTD (PREVIOUSLY ACCESS INDUSTRIAL TYRES #3106)	5,246.45
EFT47983	01/10/2021	TRUCKLINE - SPECIALIST WHOLESALE PTY LTD T/AS	164.38
EFT47984	01/10/2021	TUTT BRYANT EQUIPMENT (BT EQUIPMENT PTY LTD)	2,962.73
EFT47985	01/10/2021	TYREPOWER MUNDARING	655.00
EFT47986	01/10/2021	UNITED CRANE SERVICES PTY LTD	2,156.00
EFT47987	01/10/2021	UNITED EQUIPMENT PTY LTD	249,700.00
EFT47988	01/10/2021	VOLICH WASTE CONTRACTORS PTY LTD	44.00
EFT47989	01/10/2021	VORTEX GROUP - PUMPS UNITED PTY LTD	1,704.45
EFT47990	01/10/2021	WA MACHINERY GLASS	979.00
EFT47991	01/10/2021	WATERLOGIC AUSTRALIA PTY LTD	547.03
EFT47992	01/10/2021	WEST TIP WASTE CONTROL	1,391.50
EFT47993	01/10/2021	WESTRAC EQUIPMENT PTY LTD	6,647.54
EFT47994	01/10/2021	WINC AUSTRALIA PTY LTD	2,899.86
EFT47995	01/10/2021	WORK CLOBBER	802.80
EFT47996	01/10/2021	WREN OIL	1,985.50
EFT47997	01/10/2021	WURTH AUSTRALIA PTY LTD	360.27
EFT47998	01/10/2021	YEOMAN PTY LTD ATF THE RJ ROHRLACH FAMILY TRUST	1,287.00
EFT47999	01/10/2021	ZEDFLO AUSTRALIA - PROCESS CONTROL INSTRUMENTATION PTY LTD T/AS	5,450.25
EFT48000	05/10/2021	AIR FILTER DRY CLEAN SYSTEMS WA	268.79
EFT48001	05/10/2021	ANTHONY WALSH ATF 88 FAMILY TRUST T/A ADVANCED LIQUID WASTE	770.00

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EFT48002	05/10/2021	BOBCAT ATTACH	PLANT REPAIR	1,210.00
EFT48003	05/10/2021	CHARLIE ZANNINO	QUARTERLY COUNCILLORS PAYMENT	2,640.00
EFT48004	05/10/2021	CHILD SUPPORT	EMPLOYEE DEDUCTION	352.70
EFT48005	05/10/2021	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION (DWER)	LICENCE FEE - HRRP	7,322.64
EFT48006	05/10/2021	DOUG JEANS	QUARTERLY COUNCILLORS PAYMENT	3,893.94
EFT48007	05/10/2021	DYLAN O'CONNOR	QUARTERLY COUNCILLORS PAYMENT	2,640.00
EFT48008	05/10/2021	FLEXI STAFF PTY LTD	LABOUR HIRE	1,971.75
EFT48009	05/10/2021	FLICK ANTICIMEX PTY LTD	HYGIENE SERVICES	303.50
EFT48010	05/10/2021	GIORGIA JOHNSON	QUARTERLY COUNCILLORS PAYMENT	2,640.00
EFT48011	05/10/2021	HERBERT SMITH FREEHILLS LAWYERS	LEGAL ADVICE	35,264.46
EFT48012	05/10/2021	JAI WILSON	QUARTERLY COUNCILLORS PAYMENT	8,975.50
EFT48013	05/10/2021	JOHN DAW	QUARTERLY COUNCILLORS PAYMENT	2,640.00
EFT48014	05/10/2021	KATHRYN HAMILTON	QUARTERLY COUNCILLORS PAYMENT	2,640.00
EFT48015	05/10/2021	KLB SYSTEMS	COMPUTER HARDWARE PURCHASES	165.00
EFT48016	05/10/2021	LABOURFORCE IMPEX PERSONNEL P/L	LABOUR HIRE	6,906.78
EFT48017	05/10/2021	LESLEY BOYD	QUARTERLY COUNCILLORS PAYMENT	2,640.00
EFT48018	05/10/2021	LO-GO APPOINTMENTS	LABOUR HIRE	1,527.24
EFT48019	05/10/2021	LORNA CLARKE	QUARTERLY COUNCILLORS PAYMENT	2,640.00
EFT48020	05/10/2021	MEL CONGERTON	QUARTERLY COUNCILLORS PAYMENT	2,640.00
EFT48021	05/10/2021	MILLS RECRUITMENT - MILLS CORPORATION PTY LTD T/AS	LABOUR HIRE	3,728.56
EFT48022	05/10/2021	OFFICEWORKS	CABLES	64.95
EFT48023	05/10/2021	PAYG PAYMENTS	PAYG TAXATION PAYMENT	84,324.00
EFT48024	05/10/2021	SYNERGY	ELECTRICITY CHARGES - HAZELMERE	108.87
EFT48025	05/10/2021	TELSTRA CORPORATION LTD	TELEPHONE CHARGES	368.75
EFT48026	05/10/2021	TOTALLY WORKWEAR MIDLAND	PROTECTIVE CLOTHING	81.66
EFT48027	05/10/2021	WEST COAST WATER FILTER MAN	SERVICE TO WATER FILTER SYSTEM AT HAZELMERE	154.00
EFT48028	11/10/2021	CIVIL AUTO ELECTRICS PTY LTD	PLANT REPAIRS	1,144.55
EFT48029	11/10/2021	DINGO BUS CHARTER	BUS HIRE	500.00
EFT48030	11/10/2021	DRAKE AUSTRALIA PTY LTD	LABOUR HIRE	2,616.87
EFT48031	11/10/2021	HEIN VON BENECKE	STAFF REIMBURSEMENT	96.10
EFT48032	11/10/2021	INDUSTRIAL RECRUITMENT PARTNERS	LABOUR HIRE	1,993.86
EFT48033	11/10/2021	LABOURFORCE IMPEX PERSONNEL P/L	LABOUR HIRE	9,091.44
EFT48034	11/10/2021	LO-GO APPOINTMENTS	LABOUR HIRE	2,441.16
EFT48035	11/10/2021	MADDERN ELECTRICS	ELECTRICAL MAINTENANCE - ASCOT PLACE	1,848.00
EFT48036	11/10/2021	NEVILLE REFRIGERATION & AIRCONDITIONING	DEGASSING OF FRIDGES & AIRCONDITIONERS - RED HILL	1,298.00
EFT48037	11/10/2021	TELSTRA CORPORATION LTD	TELEPHONE CHARGES	547.27
EFT48038	11/10/2021	U-MOVE AUSTRALIA PTY LTD	PURCHASE OF SEA CONTAINER	22,055.00
EFT48039	15/10/2021	ALLPEST - ROL-WA PTY LTD T/AS	PEST CONTROLS	2,397.00
EFT48040	15/10/2021	AUSCO MODULAR PTY LTD	PLANT HIRE - HAZELMERE	49.50
EFT48041	15/10/2021	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION (DWER)	CONTROL WASTE TRACKING	704.00
EFT48042	15/10/2021	DRAKE AUSTRALIA PTY LTD	LABOUR HIRE	4054.05
EFT48043	15/10/2021	KLB SYSTEMS	COMPUTER HARDWARE PURCHASES	236.50
EFT48044	15/10/2021	MAJOR SECURITY SERVICES PTY LTD	SECURITY MONITORING	1,126.13
EFT48045	15/10/2021	METRO MOTORS (2010) PTY LTD	VEHICLE SERVICE	381.70
EFT48046	15/10/2021	MIDWAY FORD (WA)	VEHICLE SERVICE	560.00





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EFT48047	15/10/2021	MOTORCHARGE PTY LTD	FLEET FUEL PURCHASES	3,183.60
EFT48048	15/10/2021	MY LE TRUONG	STAFF REIMBURSEMENT	1,377.00
EFT48049	15/10/2021	REMONDIS AUSTRALIA PTY LTD	COLLECTION OF PAPER RECYCLABLES	116.42
EFT48050	15/10/2021	SEEK LIMITED	ADVERTISEMENT - RECRUITMENT	2,750.00
EFT48051	15/10/2021	SYNERGY	ELECTRICITY CHARGES - RED HILL	5,200.28
EFT48052	15/10/2021	TELSTRA CORPORATION LTD	TELEPHONE CHARGES	360.97
EFT48053	15/10/2021	WASTETRANS WA - APPALA HOLDINGS PTY LTD T/AS	SKIP BIN HIRE	8,464.50
EFT48054	15/10/2021	YOGA BY LAUREN CATALANO	STAFF HEALTH PROMOTION	720.00
EFT48055	19/10/2021	BP AUSTRALIA PTY LTD	FUEL PURCHASES	69,291.00
EFT48056	19/10/2021	CHILD SUPPORT	EMPLOYEE DEDUCTION	352.70
EFT48057	19/10/2021	FLEXI STAFF PTY LTD	LABOUR HIRE	2,429.24
EFT48058	19/10/2021	INDUSTRIAL RECRUITMENT PARTNERS	LABOUR HIRE	1,993.86
EFT48059	19/10/2021	LABOURFORCE IMPEX PERSONNEL P/L	LABOUR HIRE	9,585.95
EFT48060	19/10/2021	LO-GO APPOINTMENTS	LABOUR HIRE	1,552.69
EFT48061	19/10/2021	MILLS RECRUITMENT - MILLS CORPORATION PTY LTD T/AS	LABOUR HIRE	3,728.56
EFT48062	19/10/2021	PAYG PAYMENTS	PAYG TAXATION PAYMENT	80,109.00
EFT48063	19/10/2021	TELSTRA CORPORATION LTD	TELEPHONE CHARGES	17.81
EFT48064	19/10/2021	WELD EAST FABRICATORS	SHELVINGS & BENCHES FOR NEW HAZELMERE WORKSHOP	5,326.95
EFT48065	20/10/2021	DEPUTY COMMISSIONER OF TAXATION	GST PAYMENT	261,153.00
EFT48066	22/10/2021	AUSTRALIAN COMMUNICATIONS & MEDIA AUTHORITY ACMA	ANNUAL LICENCE RENEWAL	672.00
EFT48067	22/10/2021	BISTEL CONSTRUCTION PTY LTD	ELECTRICAL WORKS AT HAZELMERE ADMINISTRATION OFFICE	3,470.39
EFT48068	22/10/2021	CAPS AUSTRALIA PTY LTD	EQUIPMENT PURCHASE FOR HAZELMERE WORKSHOP	17,380.00
EFT48069	22/10/2021	CIVIL AUTO ELECTRICS PTY LTD	PLANT REPAIRS	1,462.45
EFT48070	22/10/2021	DRAKE AUSTRALIA PTY LTD	LABOUR HIRE	4,366.65
EFT48071	22/10/2021	FLEXI STAFF PTY LTD	LABOUR HIRE	1,971.75
EFT48072	22/10/2021	LANDGATE	ANNUAL SUBSCRIPTION	2,405.00
EFT48073	22/10/2021	MAJOR SECURITY SERVICES PTY LTD	SECURITY MONITORING	90.99
EFT48074	22/10/2021	PERTH ENERGY PTY LTD	GAS SUPPLY - WWtE	177.38
EFT48075	22/10/2021	TELSTRA CORPORATION LTD	TELEPHONE CHARGES	5,770.77
EFT48076	22/10/2021	TWISTECH - GREG WOOD	INSTALL WOOD CLIP FENCE FOR HAZELMERE SITE	3,498.00
EFT48077	22/10/2021	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	ANNUAL MWAC CONTRIBUTION FOR 21/22	28,971.36
EFT48078	22/10/2021	WESTRAC EQUIPMENT PTY LTD	PLANT SERVICE AGREEMENT & PLANT PARTS	918.50
EFT48079	26/10/2021	BEE JAYS CANVAS CO - PETER STICKLAND HOLDINGS PTY LTD T/AS	PLANT PARTS	538.10
EFT48080	26/10/2021	INDUSTRIAL RECRUITMENT PARTNERS	LABOUR HIRE	1,665.93
EFT48081	26/10/2021	LABOURFORCE IMPEX PERSONNEL P/L	LABOUR HIRE	11,458.12
EFT48082	26/10/2021	LO-GO APPOINTMENTS	LABOUR HIRE	1,858.14
EFT48083	26/10/2021	MARKETFORCE	ADVERTISING - VARIOUS PUBLIC NOTICES	1,168.17
EFT48084	26/10/2021	SUEZ RECYCLING & RECOVERY PTY LTD	REFUND OF OVERPAYMENT	3,046.69
EFT48085	26/10/2021	SYNERGY	ELECTRICITY CHARGES - HAZELMERE & ASCOT PLACE	4,789.07
EFT48086	27/10/2021	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION (DWER)	QUARTERLY LANDFILL LEVY	2,900,364.78
EFT48087	29/10/2021	ACOR CONSULTANTS (WA) PTY LTD	CONSTRUCTION OF HRRP TRANSFER STATION	2,792.61
EFT48088	29/10/2021	AUSCO MODULAR PTY LTD	PLANT HIRE - HAZELMERE	3,032.73
EFT48089	29/10/2021	BISTEL CONSTRUCTION PTY LTD	CONSTRUCTION OF HRRP WASTE TRANSFER STATION	145,572.23
EFT48090	29/10/2021	CASTROL AUSTRALIA PTY LTD	OIL PURCHASES	2,480.51
EFT48091	29/10/2021	CAVALIER PORTABLES & PARK HOMES	PLANT HIRE - WWtE	1,429.99



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EFT48092	29/10/2021	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION (DWER)	CONTROL WASTE TRACKING	1,892.00
EFT48093	29/10/2021	DRAKE AUSTRALIA PTY LTD	LABOUR HIRE	3,783.78
EFT48094	29/10/2021	ENVIRONMENTAL INDUSTRIES PTY LTD	REHABILITATE CLASS III, IV CELLS & OFFSET	5,896.00
EFT48095	29/10/2021	FLEXI STAFF PTY LTD	LABOUR HIRE	1,971.75
EFT48096	29/10/2021	FLICK ANTICIMEX PTY LTD	HYGIENE SERVICES	1,698.80
EFT48097	29/10/2021	FUJIFILM BUSINESS INNOVATION AUSTRALIA PTY LTD	PHOTOCOPIER MAINTENANCE & SUPPLIES	894.61
EFT48098	29/10/2021	GATEWAY HYDRAULICS	PLANT REPAIR	3,135.00
EFT48099	29/10/2021	KLB SYSTEMS	COMPUTER PRINTING CONSUMABLES	71.50
EFT48100	29/10/2021	LABOURFORCE IMPEX PERSONNEL P/L	LABOUR HIRE	3,289.67
EFT48101	29/10/2021	LGIS	ANNUAL INSURANCE PREMIUMS (PART)	259,238.97
EFT48102	29/10/2021	LGIS INSURANCE BROKING	CONTRACT WORKS INSURANCE PREMIUM - WWtE	20,113.89
EFT48103	29/10/2021	MADDERN ELECTRICS	ELECTRICAL MAINTENANCE - WWtE	880.00
EFT48104	29/10/2021	MATRIX SUSTAINABILITY CONSULTANTS	EARTH CARERS EVENT - WORKPLACE SUSTAINABILITY WORKSHOP PRESENTATION FEE	110.00
EFT48105	29/10/2021	NEVILLE REFRIGERATION & AIRCONDITIONING	DEGASSING OF FRIDGES & AIRCONDITIONERS - TRANSFER STATION	1,496.00
EFT48106	29/10/2021	RS & TA MURRAY CONTRACTORS	WORKSHOP 2 AT RED HILL - SITE CONSTRUCTION COSTS	11,159.83
EFT48107	29/10/2021	SITEVISUALS - THE TRUSTEE FOR THE iViz MEDIA UNIT TRUST T/AS	INSTALL CAMERAS - STAGE 16	3,487.00
EFT48108	29/10/2021	SOUTHERN CROSS PROTECTION	COURIER SERVICE	863.50
EFT48109	29/10/2021	STEPHEN FITZPATRICK	STAFF REIMBURSEMENT	2,421.00
EFT48110	29/10/2021	SYNERGY	ELECTRICITY CHARGES - HAZELMERE	11,188.69
EFT48111	29/10/2021	TANGIBILITY PTY LTD	MARKETING MATERIALS - FOGO	3,696.00
EFT48112	29/10/2021	TAYLOR HARDYMAN GROUP	LOCKERS FOR EMPLOYEES - WWtE	4,351.60
220610	02/09/2021	EMRC PETTY CASH - BAYWASTE	PETTY CASH RECOUP	30.00
220611	02/09/2021	EMRC PETTY CASH - BELMONT	PETTY CASH RECOUP	368.85
220612	02/09/2021	EMRC PETTY CASH - COPPIN ROAD	PETTY CASH RECOUP	64.15
220613	02/09/2021	EMRC PETTY CASH - HAZELMERE	PETTY CASH RECOUP	56.30
220614	02/09/2021	EMRC PETTY CASH - MATHIESON ROAD	PETTY CASH RECOUP	24.60
220615	02/09/2021	EMRC PETTY CASH - RED HILL	PETTY CASH RECOUP	20.40
220616	19/10/2021	EMRC PETTY CASH - COPPIN ROAD	PETTY CASH RECOUP	59.20
220617	19/10/2021	WATER CORPORATION	WATER RATES & USAGE - ASCOT PLACE & HAZELMERE	631.07
220618	22/10/2021	EMRC PETTY CASH - BELMONT	PETTY CASH RECOUP	1,142.05
220619	22/10/2021	EMRC PETTY CASH - MATHIESON ROAD	PETTY CASH RECOUP	19.65
PAY 2022-6	15/09/2021	PAYROLL FE 12/9/21	NET PAYROLL	251,293.98
PAY 2022-7	29/09/2021	PAYROLL FE 26/9/21	NET PAYROLL	245,538.04
PAY 2022-8	13/10/2021	PAYROLL FE 10/10/21	NET PAYROLL	237,852.65
PAY 2022-9	27/10/2021	PAYROLL FE 24/10/21	NET PAYROLL	241,931.14
1*SEP21	1/09/2021	BANK CHARGES (1947 - 1950)	BANK FEES AND CHARGES	2,089.29
1*OCT21	1/10/2021	BANK CHARGES (1950 - 1954)	BANK FEES AND CHARGES	3,044.31
DD22712.1	01/09/2021	AWARE SUPER PTY LTD (FORMALLY FIRST STATE SUPER)	SUPERANNUATION	26,949.32
DD22712.2	01/09/2021	ONEPATH MASTERFUND (ANZ)	SUPERANNUATION	127.85
DD22712.3	01/09/2021	PLUM SUPERANNUATION FUND ( MLC )	SUPERANNUATION	1,895.45
DD22712.4	01/09/2021	MARANI SUPER FUND	SUPERANNUATION	1,098.80
DD22712.5	01/09/2021	HUB24 SUPER FUND	SUPERANNUATION	226.92
DD22712.6	01/09/2021	MY NORTH SUPER (THE TRUSTEE FOR WEALTH PERSONAL SUPERANNUATION & PENSION FUND)	SUPERANNUATION	1,182.90
DD22712.7	01/09/2021	MERCER SMART SUPER PLAN	SUPERANNUATION	339.11
DD22712.8	01/09/2021	CBUS INDUSTRY SUPER	SUPERANNUATION	1,523.10

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DD22712.9	01/09/2021	AUSTRALIAN ETHICAL SUPER	321.49
DD22712.10	01/09/2021	BT SUPER FOR LIFE	778.64
DD22712.11	01/09/2021	TELSTRA SUPERANNUATION SCHEME	252.51
DD22712.12	01/09/2021	AMP FLEXIBLE LIFETIME SUPER	1,551.31
DD22712.13	01/09/2021	COMMONWEALTH ESSENTIAL SUPER	287.87
DD22712.14	01/09/2021	SPIRIT SUPER/THE TRUSTEE FOR SPIRIT SUPER	329.65
DD22712.15	01/09/2021	PRIME SUPER	230.11
DD22712.16	01/09/2021	IOOF EMPLOYER SUPER	241.58
DD22712.17	01/09/2021	BT LIFETIME SUPER - EMPLOYER PLAN	228.22
DD22712.18	01/09/2021	COLONIAL FIRST STATE FIRSTCHOICE	171.89
DD22712.19	01/09/2021	LEGALSUPER	435.77
DD22712.20	01/09/2021	HOSTPLUS SUPERANNUATION FUND	4,930.37
DD22712.21	01/09/2021	AUSTRALIAN SUPER	4,649.90
DD22712.22	01/09/2021	MLC SUPER FUND	757.44
DD22712.23	01/09/2021	RETAIL EMPLOYEES SUPERANNUATION TRUST (REST SUPER)	1,773.60
DD22712.24	01/09/2021	SUNSUPER	250.81
DD22712.25	01/09/2021	ZURICH MASTER SUPERANNUATION FUND	324.81
DD22713.1	12/09/2021	AWARE SUPER PTY LTD (FORMALLY FIRST STATE SUPER)	26,213.16
DD22713.2	12/09/2021	ONEPATH MASTERFUND (ANZ)	99.89
DD22713.3	12/09/2021	PLUM SUPERANNUATION FUND ( MLC )	1,891.39
DD22713.4	12/09/2021	MARANI SUPER FUND	1,098.80
DD22713.5	12/09/2021	HUB24 SUPER FUND	226.62
DD22713.6	12/09/2021	MY NORTH SUPER (THE TRUSTEE FOR WEALTH PERSONAL SUPERANNUATION & PENSION FUND)	1,182.47
DD22713.7	12/09/2021	MERCER SMART SUPER PLAN	339.11
DD22713.8	12/09/2021	CBUS INDUSTRY SUPER	1,614.34
DD22713.9	12/09/2021	AUSTRALIAN ETHICAL SUPER	321.49
DD22713.10	12/09/2021	BT SUPER FOR LIFE	778.12
DD22713.11	12/09/2021	TELSTRA SUPERANNUATION SCHEME	255.92
DD22713.12	12/09/2021	AMP FLEXIBLE LIFETIME SUPER	1,506.12
DD22713.13	12/09/2021	COMMONWEALTH ESSENTIAL SUPER	294.32
DD22713.14	12/09/2021	SPIRIT SUPER/THE TRUSTEE FOR SPIRIT SUPER	300.23
DD22713.15	12/09/2021	PRIME SUPER	229.99
DD22713.16	12/09/2021	IOOF EMPLOYER SUPER	253.98
DD22713.17	12/09/2021	BT LIFETIME SUPER - EMPLOYER PLAN	235.76
DD22713.18	12/09/2021	COLONIAL FIRST STATE FIRSTCHOICE	150.90
DD22713.19	12/09/2021	LEGALSUPER	443.40
DD22713.20	12/09/2021	HOSTPLUS SUPERANNUATION FUND	4,903.76
DD22713.21	12/09/2021	AUSTRALIAN SUPER	4,739.38
DD22713.22	12/09/2021	MLC SUPER FUND	1,044.48
DD22713.23	12/09/2021	RETAIL EMPLOYEES SUPERANNUATION TRUST (REST SUPER)	1,773.79
DD22713.24	12/09/2021	SUNSUPER	250.81
DD22713.25	12/09/2021	ZURICH MASTER SUPERANNUATION FUND	330.44
DD22714.1	26/09/2021	AWARE SUPER PTY LTD (FORMALLY FIRST STATE SUPER)	25,847.25
DD22714.2	26/09/2021	PLUM SUPERANNUATION FUND ( MLC )	1,859.18
DD22714.3	26/09/2021	MARANI SUPER FUND	1,098.80



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<b>Cheque / EFT No</b>	<b>Date</b>	<b>Payee</b>		<b>Amount</b>
DD22714.4	26/09/2021	HUB24 SUPER FUND	SUPERANNUATION	226.62
DD22714.5	26/09/2021	MY NORTH SUPER (THE TRUSTEE FOR WEALTH PERSONAL SUPERANNUATION & PENSION FUND)	SUPERANNUATION	1,181.42
DD22714.6	26/09/2021	MERCER SMART SUPER PLAN	SUPERANNUATION	339.11
DD22714.7	26/09/2021	CBUS INDUSTRY SUPER	SUPERANNUATION	1,588.76
DD22714.8	26/09/2021	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION	321.49
DD22714.9	26/09/2021	BT SUPER FOR LIFE	SUPERANNUATION	779.26
DD22714.10	26/09/2021	TELSTRA SUPERANNUATION SCHEME	SUPERANNUATION	284.77
DD22714.11	26/09/2021	COMMONWEALTH ESSENTIAL SUPER	SUPERANNUATION	285.73
DD22714.12	26/09/2021	AMP FLEXIBLE LIFETIME SUPER	SUPERANNUATION	1,506.12
DD22714.13	26/09/2021	SPIRIT SUPER/THE TRUSTEE FOR SPIRIT SUPER	SUPERANNUATION	317.97
DD22714.14	26/09/2021	PRIME SUPER	SUPERANNUATION	272.05
DD22714.15	26/09/2021	IOOF EMPLOYER SUPER	SUPERANNUATION	241.91
DD22714.16	26/09/2021	BT LIFETIME SUPER - EMPLOYER PLAN	SUPERANNUATION	229.05
DD22714.17	26/09/2021	COLONIAL FIRST STATE FIRSTCHOICE	SUPERANNUATION	170.81
DD22714.18	26/09/2021	LEGALSUPER	SUPERANNUATION	435.77
DD22714.19	26/09/2021	HOSTPLUS SUPERANNUATION FUND	SUPERANNUATION	4,889.05
DD22714.20	26/09/2021	AUSTRALIAN SUPER	SUPERANNUATION	4,572.38
DD22714.21	26/09/2021	RETAIL EMPLOYEES SUPERANNUATION TRUST (REST SUPER)	SUPERANNUATION	1,759.13
DD22714.22	26/09/2021	SUNSUPER	SUPERANNUATION	250.81
DD22714.23	26/09/2021	ZURICH MASTER SUPERANNUATION FUND	SUPERANNUATION	327.40
DD22714.24	26/09/2021	ONEPATH MASTERFUND (ANZ)	SUPERANNUATION	126.35
DD22844.1	10/10/2021	AWARE SUPER PTY LTD (FORMALLY FIRST STATE SUPER)	SUPERANNUATION	26,594.21
DD22844.2	10/10/2021	PLUM SUPERANNUATION FUND ( MLC )	SUPERANNUATION	1,960.87
DD22844.3	10/10/2021	MARANI SUPER FUND	SUPERANNUATION	1,098.80
DD22844.4	10/10/2021	HUB24 SUPER FUND	SUPERANNUATION	249.84
DD22844.5	10/10/2021	MY NORTH SUPER (THE TRUSTEE FOR WEALTH PERSONAL SUPERANNUATION & PENSION FUND)	SUPERANNUATION	1,176.46
DD22844.6	10/10/2021	MERCER SMART SUPER PLAN	SUPERANNUATION	339.11
DD22844.7	10/10/2021	CBUS INDUSTRY SUPER	SUPERANNUATION	1,620.71
DD22844.8	10/10/2021	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION	321.49
DD22844.9	10/10/2021	BT SUPER FOR LIFE	SUPERANNUATION	780.61
DD22844.10	10/10/2021	TELSTRA SUPERANNUATION SCHEME	SUPERANNUATION	264.97
DD22844.11	10/10/2021	COMMONWEALTH ESSENTIAL SUPER	SUPERANNUATION	283.43
DD22844.12	10/10/2021	AMP FLEXIBLE LIFETIME SUPER	SUPERANNUATION	1,515.92
DD22844.13	10/10/2021	SPIRIT SUPER/THE TRUSTEE FOR SPIRIT SUPER	SUPERANNUATION	359.21
DD22844.14	10/10/2021	IOOF EMPLOYER SUPER	SUPERANNUATION	208.79
DD22844.15	10/10/2021	MLC SUPER FUND	SUPERANNUATION	81.42
DD22844.16	10/10/2021	BT LIFETIME SUPER - EMPLOYER PLAN	SUPERANNUATION	228.46
DD22844.17	10/10/2021	COLONIAL FIRST STATE FIRSTCHOICE	SUPERANNUATION	207.36
DD22844.18	10/10/2021	LEGALSUPER	SUPERANNUATION	435.77
DD22844.19	10/10/2021	HOSTPLUS SUPERANNUATION FUND	SUPERANNUATION	4,864.57
DD22844.20	10/10/2021	AUSTRALIAN SUPER	SUPERANNUATION	4,819.43
DD22844.21	10/10/2021	RETAIL EMPLOYEES SUPERANNUATION TRUST (REST SUPER)	SUPERANNUATION	1,701.69
DD22844.22	10/10/2021	SUNSUPER	SUPERANNUATION	545.51
DD22844.23	10/10/2021	ZURICH MASTER SUPERANNUATION FUND	SUPERANNUATION	324.81
DD22844.24	10/10/2021	ONEPATH MASTERFUND (ANZ)	SUPERANNUATION	170.30

**Eastern Metropolitan Regional Council**  
**CEO's DELEGATED PAYMENTS LIST**  
**FOR THE MONTHS OF SEPTEMBER AND OCTOBER 2021**

<b>Cheque / EFT No</b>	<b>Date</b>	<b>Payee</b>		<b>Amount</b>
DD22845.1	24/10/2021	AWARE SUPER PTY LTD (FORMALLY FIRST STATE SUPER)	SUPERANNUATION	25,604.42
DD22845.2	24/10/2021	PLUM SUPERANNUATION FUND ( MLC )	SUPERANNUATION	1,854.65
DD22845.3	24/10/2021	MARANI SUPER FUND	SUPERANNUATION	1,098.80
DD22845.4	24/10/2021	HUB24 SUPER FUND	SUPERANNUATION	246.75
DD22845.5	24/10/2021	MY NORTH SUPER (THE TRUSTEE FOR WEALTH PERSONAL SUPERANNUATION & PENSION FUND)	SUPERANNUATION	1,190.91
DD22845.6	24/10/2021	MERCER SMART SUPER PLAN	SUPERANNUATION	339.11
DD22845.7	24/10/2021	CBUS INDUSTRY SUPER	SUPERANNUATION	1,567.58
DD22845.8	24/10/2021	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION	321.49
DD22845.9	24/10/2021	BT SUPER FOR LIFE	SUPERANNUATION	779.98
DD22845.10	24/10/2021	TELSTRA SUPERANNUATION SCHEME	SUPERANNUATION	252.15
DD22845.11	24/10/2021	COMMONWEALTH ESSENTIAL SUPER	SUPERANNUATION	286.51
DD22845.12	24/10/2021	AMP FLEXIBLE LIFETIME SUPER	SUPERANNUATION	1,525.72
DD22845.13	24/10/2021	SPIRIT SUPER/THE TRUSTEE FOR SPIRIT SUPER	SUPERANNUATION	326.12
DD22845.14	24/10/2021	IOOF EMPLOYER SUPER	SUPERANNUATION	241.02
DD22845.15	24/10/2021	MLC SUPER FUND	SUPERANNUATION	162.85
DD22845.16	24/10/2021	BT LIFETIME SUPER - EMPLOYER PLAN	SUPERANNUATION	228.40
DD22845.17	24/10/2021	COLONIAL FIRST STATE FIRSTCHOICE	SUPERANNUATION	151.27
DD22845.18	24/10/2021	LEGALSUPER	SUPERANNUATION	435.77
DD22845.19	24/10/2021	HOSTPLUS SUPERANNUATION FUND	SUPERANNUATION	4,795.52
DD22845.20	24/10/2021	AUSTRALIAN SUPER	SUPERANNUATION	4,772.97
DD22845.21	24/10/2021	RETAIL EMPLOYEES SUPERANNUATION TRUST (REST SUPER)	SUPERANNUATION	1,703.14
DD22845.22	24/10/2021	SUNSUPER	SUPERANNUATION	250.81
DD22845.23	24/10/2021	ZURICH MASTER SUPERANNUATION FUND	SUPERANNUATION	336.06
DD22845.24	24/10/2021	ONEPATH MASTERFUND (ANZ)	SUPERANNUATION	133.14
1996	15/09/2021	MACQUARIE BANK LIMITED - SYDNEY	TERM DEPOSIT INVESTMENT	1,000,000.00
1997	15/09/2021	NATIONAL AUSTRALIA BANK	TERM DEPOSIT INVESTMENT	500,000.00
1998	21/09/2021	AUSTRACLEAR LIMITED (ASX)	FINANCIAL SERVICES FEE	8.25
1999	24/09/2021	AMP BANK	TERM DEPOSIT INVESTMENT	1,000,000.00
2000	24/09/2021	BANK OF QUEENSLAND	TERM DEPOSIT INVESTMENT	2,000,000.00
2001	28/09/2021	BANK OF QUEENSLAND	TERM DEPOSIT INVESTMENT	4,000,000.00
2002	14/09/2021	WBC - CORPORATE MASTERCARD - BRADLEY LACEY	CREDIT CARD PURCHASES	3,152.10
2003	14/09/2021	WBC - CORPORATE MASTERCARD - D AMEDURI	CREDIT CARD PURCHASES	897.26
2004	14/09/2021	WBC - CORPORATE MASTERCARD - DAVID SCHMIDT	CREDIT CARD PURCHASES	1,298.60
2005	14/09/2021	WBC - CORPORATE MASTERCARD - FRANK HUA HIM KUA	CREDIT CARD PURCHASES	149.00
2006	14/09/2021	WBC - CORPORATE MASTERCARD - H LIEW	CREDIT CARD PURCHASES	345.45
2007	14/09/2021	WBC - CORPORATE MASTERCARD - IZABELLA KRZYSKO	CREDIT CARD PURCHASES	274.00
2008	14/09/2021	WBC - CORPORATE MASTERCARD - KERRY WILSON	CREDIT CARD PURCHASES	1,305.52
2009	14/09/2021	WBC - CORPORATE MASTERCARD - T BEINHAEUER	CREDIT CARD PURCHASES	1,303.38
2010	14/09/2021	WBC - CORPORATE MASTERCARD - T ECKSTEIN	CREDIT CARD PURCHASES	724.91
2011	14/09/2021	WBC - CORPORATE MASTERCARD - W HARRIS	CREDIT CARD PURCHASES	600.00
2012	14/09/2021	WBC - CORPORATE MASTERCARD - Z WILLIAMSON	CREDIT CARD PURCHASES	472.00
2013	01/10/2021	AMP BANK	TERM DEPOSIT INVESTMENT	5,000,000.00
2014	20/10/2021	WESTPAC BANKING CORPORATION	TERM DEPOSIT INVESTMENT	8,000,000.00
2015	21/10/2021	AUSTRACLEAR LIMITED (ASX)	FINANCIAL SERVICES FEE	65.45
2016	15/10/2021	WBC - CORPORATE MASTERCARD - BRADLEY LACEY	CREDIT CARD PURCHASES	1,799.65



**Eastern Metropolitan Regional Council**  
**CEO's DELEGATED PAYMENTS LIST**  
**FOR THE MONTHS OF SEPTEMBER AND OCTOBER 2021**

<b>Cheque / EFT No</b>	<b>Date</b>	<b>Payee</b>		<b>Amount</b>
2017	15/10/2021	WBC - CORPORATE MASTERCARD - D AMEDURI	CREDIT CARD PURCHASES	2,168.39
2018	15/10/2021	WBC - CORPORATE MASTERCARD - DAVID SCHMIDT	CREDIT CARD PURCHASES	1,324.12
2019	15/10/2021	WBC - CORPORATE MASTERCARD - FILOMENA ALFAI	CREDIT CARD PURCHASES	1,337.00
2020	15/10/2021	WBC - CORPORATE MASTERCARD - FRANK HUA HIM KUA	CREDIT CARD PURCHASES	17.00
2021	15/10/2021	WBC - CORPORATE MASTERCARD - H LIEW	CREDIT CARD PURCHASES	73.34
2022	15/10/2021	WBC - CORPORATE MASTERCARD - IZABELLA KRZYSKO	CREDIT CARD PURCHASES	1,482.07
2023	15/10/2021	WBC - CORPORATE MASTERCARD - KERRY WILSON	CREDIT CARD PURCHASES	366.18
2024	15/10/2021	WBC - CORPORATE MASTERCARD - MARCUS GEISLER	CREDIT CARD PURCHASES	48.26
2025	15/10/2021	WBC - CORPORATE MASTERCARD - S FITZPATRICK	CREDIT CARD PURCHASES	19.00
2026	15/10/2021	WBC - CORPORATE MASTERCARD - T BEINHAEUER	CREDIT CARD PURCHASES	399.53
2027	15/10/2021	WBC - CORPORATE MASTERCARD - T ECKSTEIN	CREDIT CARD PURCHASES	1,640.88
2028	15/10/2021	WBC - CORPORATE MASTERCARD - W HARRIS	CREDIT CARD PURCHASES	970.05
2029	15/10/2021	WBC - CORPORATE MASTERCARD - Z WILLIAMSON	CREDIT CARD PURCHASES	380.14
2030	29/10/2021	BANK OF QUEENSLAND	TERM DEPOSIT INVESTMENT	1,000,000.00
<b>SUB TOTAL</b>				<b>29,693,434.09</b>
<b>LESS CANCELLED EFTs &amp; CHEQUES</b>				<b>Nil</b>
<b>TOTAL</b>				<b>29,693,434.09</b>

**REPORT**

**Bank Code    Bank**

**EMRC - Municipal Fund**

**29,693,434.09**

All Employee Superannuation obligations for the periods of September and October 2021 have been paid by the EMRC.

## **14.2 FINANCIAL REPORT FOR PERIOD ENDED 30 SEPTEMBER 2021**

**D2021/22120**

### **PURPOSE OF REPORT**

The purpose of this report is to provide Council with an overview of the EMRC's financial performance for the period ended 30 September 2021.

### **KEY POINTS**

- Significant year to date budget variances greater than 10% or \$20,000, whichever is the greater, within each nature and type category on the Statement of Comprehensive Income as at 30 September 2021 have been identified and are reported on in the body of the report.

### **RECOMMENDATIONS**

That Council receives the Statement of Comprehensive Income, Capital Expenditure Statement, Statement of Financial Position, Statement of Cash and Investments and the Investment Report for the period ended 30 September 2021.

### **SOURCE OF REPORT**

Chief Financial Officer

### **BACKGROUND**

- 1 It is a requirement of the Local Government (Financial Management) Regulations 1996 (r.34) that a Local Government is to prepare and present to Council financial reports in such a form as the Local Government considers to be appropriate.
- 2 Submitted to each meeting of Council is a financial report and summaries which provide an overview of year to date budget performance for operating activities and capital works. Variances greater than 10% or \$20,000, whichever is the greater, within each nature and type category on the Statement of Comprehensive Income are reported on in the body of the report. Also included are end of year forecasts by nature and type for operating activities and end of year forecasts for each capital works project. These forecasts are reviewed regularly in order to provide an accurate forecast of the end of year result.

### **REPORT**

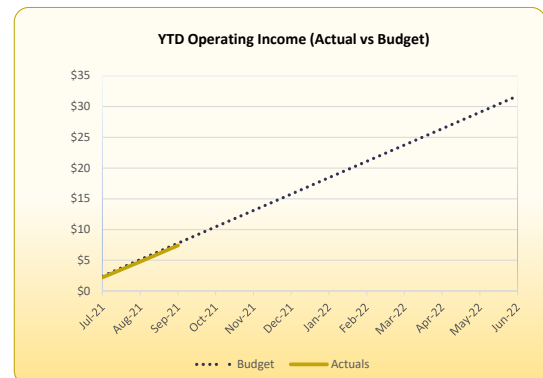
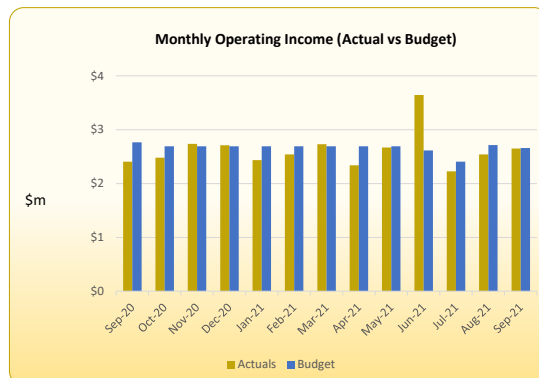
- 3 Outlined below are financial statements for the period ended 30 September 2021. Where possible the year to date monthly budget allocations will be reviewed in order to match the appropriate timing for the various projects budgeted to be undertaken. This will provide a better comparison between the year to date actual and year to date budget figures.

### Statement of Comprehensive Income - Nature and Type (refer Attachment 1)

- 4 The net operating result as at 30 September 2021 is a favourable variance of \$911,271 (97.26 %) against budget. The following information is provided on key aspects of Council's year to date financial performance:

5

<b>Operating Income</b>	Actuals for the Year	An unfavourable variance of \$239,154 (3.12%)
	End of Year Forecasts	As per budget - not yet due to be reviewed.



### Operating Income Variances previously reported to Council

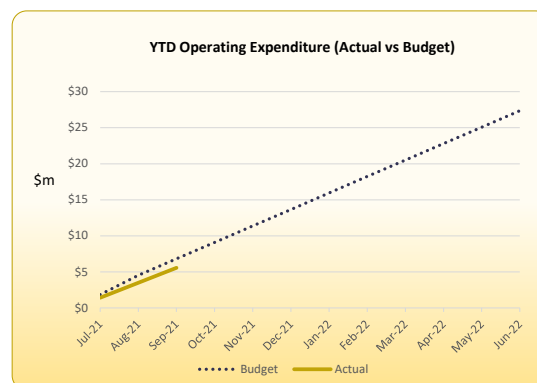
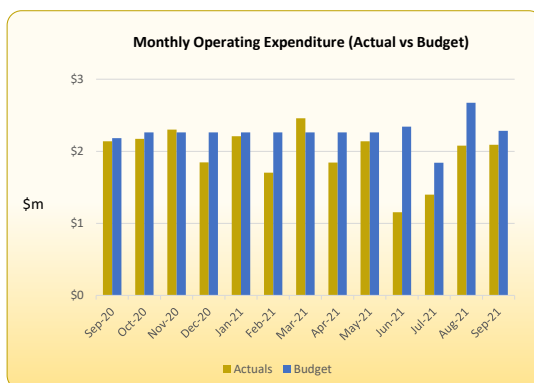
- 6 Year to date Interest Restricted Cash Investments of \$62,921 is below the budget by \$107,259 (63.03%). The variance is due to the lower interest rates on investments being obtained. The average interest rate as at 30 September 2021 is 0.409% compared to the budgeted interest rate of 0.375%.

### Operating Income Variance not previously reported to Council

- 7 Year to date Reimbursements of \$294,420 is below the budget by \$72,994 (19.87%). The variance is due to lower level of reimbursements from the Coppin, Mathieson and Baywaste Transfer Station as a result of lower expenditure and higher income generated.
- 8 There were no significant Operating Income variances as at 30 September 2021.

9

<b>Operating Expenditure</b>	Actuals for the Year	A favourable variance of \$1,150,425 (17.12%)
	End of Year Forecasts	As per budget - not yet due to be reviewed.



### Operating Expenditure Variances previously reported to Council

- 10 Year to date Contract Expenses of \$829,351 is below the budget by \$755,714 (47.68%) due to the timing of various projects from different business units. Areas where the expenditures are lower than budget for various directorates/business units include: CEO's (\$10,221), Business Support (\$144,161), Sustainability (\$111,015), Projects (\$102,701), and Operations (\$387,616).
- 11 Year to date Material Expenses of \$241,078 is below the budget by \$90,077 (27.20%) due to the timing of various projects from different business units. Areas where the expenditures are lower than budget for various directorates/business units include: CEO's (\$5,724), Business Support (\$10,138), Sustainability (\$16,629), Projects (\$7,931) and Operations (\$49,655).
- 12 Year to date Miscellaneous Expenses (excluding the Landfill Levy expense) is \$32,982 (10.66%) above the budget of \$309,530 due to the timing of various projects from different business units. Areas where the expenditures are lower than budget for various directorates/business units include: CEO's (\$7,682), Business Support (\$10,480), Sustainability (\$4,184) and Projects (\$27,034).
- 13 This is offset by expenditure higher than budget in the Operations business unit totalling \$82,362.
- 14 There were no further significant Operating Expenditure variances as at 30 September 2021.

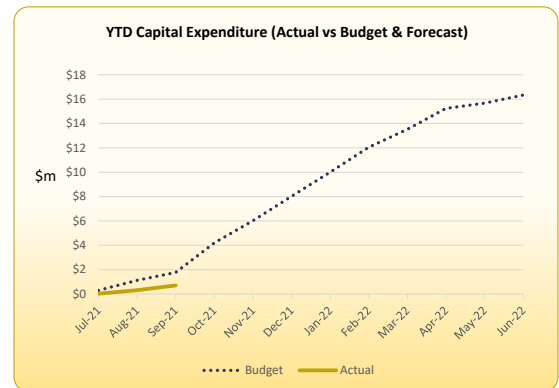
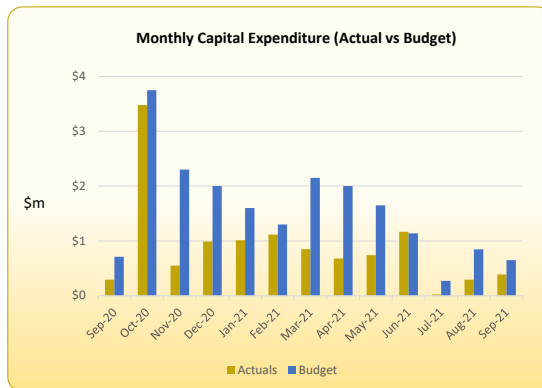
<b>Other Comprehensive Income</b>	Actuals for the Year	Nil
	End of Year Forecasts	Nil

- 15 There were no significant Other Comprehensive Income variances as at 30 September 2021.



### Capital Expenditure Statement (refer Attachment 2)

<b>Capital Expenditure</b>	Actuals for the Year	An underspent variance of \$1,066,644
	End of Year Forecasts	As per budget - not yet due to be reviewed.



### Capital Expenditure Variances

- 16 An underspent variance of \$1,066,644 existed as at 30 September 2021 when compared to the year to date budget of \$1,769,375.
- 17 Minimal capital expenditure has been undertaken to 30 September 2021 with the major capital expenditure being on the following:
- Purchase/Replace Plant - HRRP - \$232,473;
  - Construct WWtE Building (Pre-Commissioning Costs) - HRRP - \$122,224;
  - Purchase Information Technology & Communications Equipment - \$90,193;
  - Purchase Office Furniture and Fittings - HRRP - \$43,495;
  - Construct WWtE Building - HRRP - \$39,120;
  - Construct Monitoring Bores - RHWMF - \$29,900
  - Implementation of the FOGO Recovery Strategy - RHWMF - \$23,419;
  - Extension of Concrete Pad with Workshop Area - HRRP - \$21,052;
  - Construct FOGO Processing Area - RHWMF - \$20,200; and
  - Construct Workshop No 3 - RHWMF - \$15,661.

### Statement of Financial Position (refer Attachment 3)

- 18 The Statement of Financial Position shows the overall impact of actual balances compared with budget provisions and end of year forecasts for operating and capital works activities.
- 19 Total Equity as at 30 September 2021 totals \$187,601,169. This is an increase of \$1,848,191 from the 30 June 2021 equity of \$185,752,978.
- 20 As end of year forecasts are yet to be reviewed, the forecast balances as at 30 September 2020 are as per the budget estimates.

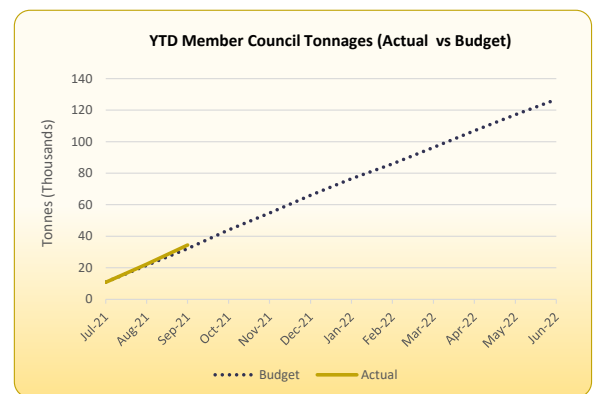
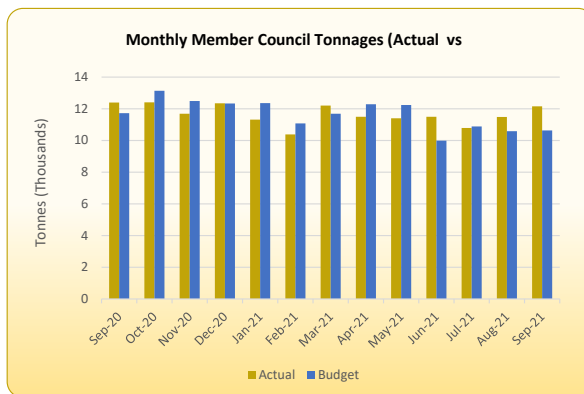
### Statement of Cash and Investments (refer Attachment 4)

- 21 The level of cash and investments in the Municipal Fund as at 30 September 2021 is \$16,068,659 and Restricted Cash amount to \$66,140,013.
- 22 The net movement for the month is an increase of \$1,876,129.
- 23 As end of year forecasts are yet to be reviewed, the forecast balances as at 30 September 2020 are as per the budget estimates.

### Investment Report (refer Attachment 5)

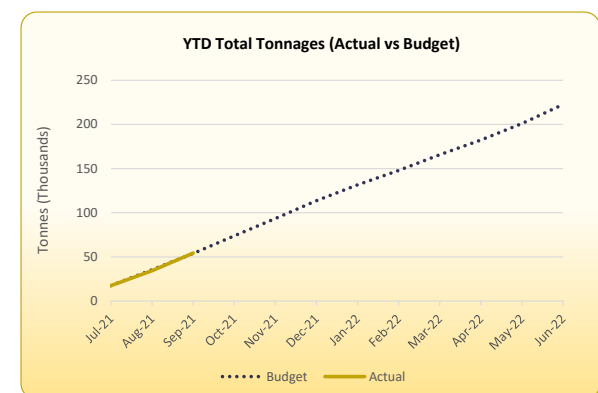
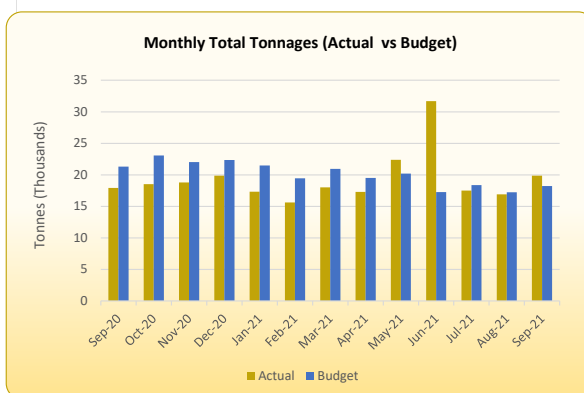
- 24 Term deposits valued at \$24,000,000 matured during September 2021. This amount was reinvested into further term deposits together with additional funds.

### Tonnages – Member Councils



- 25 YTD tonnages received from member Councils total 34,324 tonnes compared to the budget of 32,114 tonnes. As at the same period in 2020/2021 tonnages from member Councils totalled 37,479 tonnes (inclusive of City of Belmont tonnages of 4,240).

### Tonnages – Total Tonnages



- 26 YTD total tonnages received from all sources total 54,292 tonnes compared to the budget of 53,824 tonnes. As at the same period in 2020/2021 tonnages received from all sources totalled 54,574 tonnes.

## STRATEGIC/POLICY IMPLICATIONS

- 27 Key Result Area 3 - Good Governance
- 3.3 To provide responsible and accountable governance and management of the EMRC.
- 3.4 To continue to improve financial and asset management practices.

## FINANCIAL IMPLICATIONS

- 28 As outlined within the report and attachments

## SUSTAINABILITY IMPLICATIONS

- 29 Nil

## RISK MANAGEMENT

Risk – Non Compliance with Financial Regulations		
Consequence	Likelihood	Rating
Moderate	Unlikely	Moderate
Action/Strategy		
<ul style="list-style-type: none"> <li>➤ The financial report is scrutinised by the EMRC Council to ensure that all statutory requirements are met.</li> <li>➤ Internal Audit reviews to ensure compliance with Financial Regulations.</li> <li>➤ External Audit confirms compliance.</li> </ul>		

## MEMBER COUNCIL IMPLICATIONS

Member Council	Implication Details
Town of Bassendean City of Bayswater City of Kalamunda Shire of Mundaring City of Swan	As outlined in the report.

## ATTACHMENT(S)

1. Statement of Comprehensive Income by Nature and Type (D2021/22121)
2. Capital Expenditure Statement (D2021/22122)
3. Statement of Financial Position (D2021/22123)
4. Statement of Cash and Investments (D2021/22124)
5. Investment Report (D2021/22125)

## VOTING REQUIREMENT

Simple Majority

**RECOMMENDATION(S)**

That Council receives the Statement of Comprehensive Income, Capital Expenditure Statement, Statement of Financial Position, Statement of Cash and Investments and the Investment Report for the period ended 30 September 2021.

**COUNCIL RESOLUTION(S)**

MOVED CR

SECONDED CR



# STATEMENT OF COMPREHENSIVE INCOME

## Nature and Type

SEPTEMBER 2021

Year to Date				Full Year			
Actual	Budget	Variance		Forecast	Budget	Variance	
<b>Operating Income</b>							
\$8,008,540	\$8,414,139	(\$405,599)	(U)	User Charges	\$33,566,196	\$33,566,196	\$0 (F)
(\$2,900,365)	(\$3,204,864)	\$304,499	(F)	<u>Less</u> Landfill Levy Charges	(\$12,819,464)	(\$12,819,464)	\$0 (F)
\$5,108,175	\$5,209,275	(\$101,100)	(U)	Net User Charges	\$20,746,732	\$20,746,732	\$0 (F)
\$148,547	\$140,103	\$8,444	(F)	Special Charges	\$556,739	\$556,739	\$0 (F)
\$1,098,627	\$1,037,185	\$61,442	(F)	Secondary Waste Charge	\$4,121,290	\$4,121,290	\$0 (F)
\$39,324	\$41,010	(\$1,686)	(U)	Contributions	\$239,460	\$239,460	\$0 (F)
\$10,000	\$10,000	\$0	(F)	Operating Grants	\$398,000	\$398,000	\$0 (F)
\$42,656	\$32,997	\$9,659	(F)	Interest Municipal Cash Investments	\$132,000	\$132,000	\$0 (F)
\$62,921	\$170,180	(\$107,259)	(U)	Interest Restricted Cash Investments	\$799,975	\$799,975	\$0 (F)
\$294,420	\$367,414	(\$72,994)	(U)	Reimbursements	\$1,536,722	\$1,536,722	\$0 (F)
\$445,243	\$476,700	(\$31,457)	(U)	Other	\$2,844,278	\$2,844,278	\$0 (F)
\$166,545	\$170,748	(\$4,203)	(U)	Proceeds from Sale of Assets	\$351,000	\$351,000	\$0 (F)
<b>\$7,416,458</b>	<b>\$7,655,612</b>	<b>(\$239,154)</b>	<b>(U)</b>	<b>Total Operating Income</b>	<b>\$31,726,196</b>	<b>\$31,726,196</b>	<b>\$0 (F)</b>
<b>Operating Expenditure</b>							
\$2,459,425	\$2,699,767	\$240,342	(F)	Salary Expenses	\$11,174,794	\$11,174,794	\$0 (F)
\$829,351	\$1,585,065	\$755,714	(F)	Contract Expenses	\$6,429,257	\$6,429,257	\$0 (F)
\$241,078	\$331,155	\$90,077	(F)	Material Expenses	\$1,347,539	\$1,347,539	\$0 (F)
\$76,953	\$76,998	\$45	(F)	Utility Expenses	\$310,375	\$310,375	\$0 (F)
\$175,916	\$180,012	\$4,096	(F)	Fuel Expenses	\$720,135	\$720,135	\$0 (F)
\$76,780	\$77,280	\$500	(F)	Insurance Expenses	\$310,604	\$310,604	\$0 (F)
\$1,024,574	\$1,126,549	\$101,975	(F)	Depreciation Expenses	\$4,826,380	\$4,826,380	\$0 (F)
\$342,512	\$309,530	(\$32,982)	(U)	Miscellaneous Expenses	\$1,261,747	\$1,261,747	\$0 (F)
\$189,751	\$198,465	\$8,714	(F)	Provision Expenses	\$793,871	\$793,871	\$0 (F)
(\$3,821)	(\$20,170)	(\$16,349)	(U)	Costs Allocated	(\$89,343)	(\$89,343)	\$0 (F)
\$155,748	\$154,041	(\$1,707)	(U)	Carrying Amount of Assets Disposed Of	\$284,165	\$284,165	\$0 (F)
<b>\$5,568,267</b>	<b>\$6,718,692</b>	<b>\$1,150,425</b>	<b>(F)</b>	<b>Total Operating Expenditure</b>	<b>\$27,369,524</b>	<b>\$27,369,524</b>	<b>\$0 (F)</b>
<b>\$1,848,191</b>	<b>\$936,920</b>	<b>\$911,271</b>	<b>(F)</b>	<b>NET RESULT BEFORE OTHER COMPREHENSIVE INCOME</b>	<b>\$4,356,672</b>	<b>\$4,356,672</b>	<b>\$0 (F)</b>
Surplus	Surplus			Surplus	Surplus		
<b>Other Comprehensive Income</b>							
\$0	\$0	\$0	(F)	Revaluation of Assets/Accumulated Depreciation Reversal	\$0	\$0	\$0 (F)
<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(F)</b>	<b>Total Other Comprehensive Income</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0 (F)</b>
<b>\$1,848,191</b>	<b>\$936,920</b>	<b>\$911,271</b>	<b>(F)</b>	<b>CHANGE IN NET ASSETS FROM OPERATIONS</b>	<b>\$4,356,672</b>	<b>\$4,356,672</b>	<b>\$0 (F)</b>
Surplus	Surplus			Surplus	Surplus		

### Notes:

1. User Charges - include member Councils and casual users pertaining to waste, risk management and environmental services fees and charges;
2. Special Charges - Waste Education Levy;
3. Contributions - member Councils' contributions to projects and services;
4. Operating Grants - grant income predominantly from government agencies; and
5. Other Operating Income - includes income from the sale of products;

(F) denotes Favourable variance and (U) denotes Unfavourable variance



# CAPITAL EXPENDITURE STATEMENT

## SEPTEMBER 2021

Year to Date			On Order	Full Year			
Actual	Budget	Variance		Forecast	Budget	Variance	
CEO's Team							
\$0	\$0	\$0	\$0	Purchase Information Technology & Communication Equipment - Councillors ( 24550/01 )	\$30,000	\$30,000	\$0
\$0	\$0	\$0	\$0	Purchase Art Works ( 24620/00 )	\$10,000	\$10,000	\$0
\$0	\$0	\$0	\$0		\$40,000	\$40,000	\$0



# CAPITAL EXPENDITURE STATEMENT

SEPTEMBER 2021

Year to Date			On Order		Full Year		
Actual	Budget	Variance			Forecast	Budget	Variance
Business Support							
\$0	\$0	\$0	\$138,838	Purchase Vehicles - Ascot Place ( 24440/00 )	\$266,000	\$266,000	\$0
\$0	\$0	\$0	\$0	Purchase Furniture Fittings & Equipment - Corporate Services ( 24510/01 )	\$10,000	\$10,000	\$0
\$90,193	\$90,000	(\$193)	\$0	Purchase Information Technology & Communication Equipment ( 24550/00 )	\$129,000	\$129,000	\$0
\$0	\$0	\$0	\$0	Capital Improvement Administration Building - Ascot Place ( 25240/01 )	\$458,000	\$458,000	\$0
\$0	\$0	\$0	\$0	Upgrade Security Equipment - Ascot Place ( 25530/01 )	\$5,000	\$5,000	\$0
\$90,193	\$90,000	(\$193)	\$138,838		\$868,000	\$868,000	\$0



# CAPITAL EXPENDITURE STATEMENT

SEPTEMBER 2021

Year to Date			On Order	Full Year			
Actual	Budget	Variance		Forecast	Budget	Variance	
Operations Team							
\$0	\$0	\$0	\$0	Air Supply lines - Waste Management Structures - Red Hill Landfill Facility ( 24399/10 )	\$50,000	\$50,000	\$0
\$0	\$50,000	\$50,000	\$0	Gas Extraction System Wells - Red Hill Landfill Facility ( 24399/20 )	\$200,000	\$200,000	\$0
\$0	\$200,000	\$200,000	\$196,482	Purchase / Replace Plant - Red Hill Landfill Facility ( 24410/00 )	\$950,000	\$950,000	\$0
\$232,473	\$150,000	(\$82,473)	\$11,405	Purchase / Replace Plant - Hazelmere ( 24410/01 )	\$650,000	\$650,000	\$0
(\$213)	\$75,000	\$75,213	\$0	Purchase / Replace Minor Plant and Equipment-Red Hill Landfill Facility ( 24420/00 )	\$275,000	\$275,000	\$0
\$0	\$26,000	\$26,000	\$0	Purchase / Replace Minor Plant and Equipment - Hazelmere ( 24420/02 )	\$104,000	\$104,000	\$0
\$0	\$33,000	\$33,000	\$51,177	Purchase / Replace Vehicles - Red Hill Landfill Facility ( 24430/00 )	\$132,000	\$132,000	\$0
\$0	\$0	\$0	\$0	Purchase Fire Fighting System/Equipment - Hazelmere ( 24520/07 )	\$5,000	\$5,000	\$0
\$2,530	\$0	(\$2,530)	\$0	Purchase / Replace Security System - Red Hill Waste Management Facility ( 24530/08 )	\$213,500	\$213,500	\$0
\$0	\$0	\$0	\$0	Purchase / Replace Security System - Hazelmere ( 24530/10 )	\$10,000	\$10,000	\$0
\$0	\$10,000	\$10,000	\$0	Purchase Information Technology & Communication Equipment - Hazelmere ( 24550/03 )	\$30,000	\$30,000	\$0
\$0	\$10,000	\$10,000	\$0	Purchase / Replace Other Equipment - Red Hill Landfill Facility ( 24590/00 )	\$40,000	\$40,000	\$0
\$15,000	\$0	(\$15,000)	\$0	Purchase / Replace Miscellaneous Equipment - Hazelmere ( 24590/02 )	\$0	\$0	\$0





# CAPITAL EXPENDITURE STATEMENT

SEPTEMBER 2021

Year to Date			On Order		Full Year		
Actual	Budget	Variance			Forecast	Budget	Variance
Operations Team							
\$43,495	\$70,000	\$26,505	\$19,714	Purchase Office Furniture and Fittings - Hazelmere Office ( 24610/10 )	\$70,000	\$70,000	\$0
\$0	\$60,000	\$60,000	\$41,383	Purchase Furniture and Fittings - Hazelmere Workshop ( 24610/11 )	\$60,000	\$60,000	\$0
\$0	\$0	\$0	\$0	Refurbish Plant - Red Hill Landfill Facility ( 25410/00 )	\$300,000	\$300,000	\$0
\$293,285	\$684,000	\$390,715	\$320,162		\$3,089,500	\$3,089,500	\$0

# CAPITAL EXPENDITURE STATEMENT

SEPTEMBER 2021

Year to Date			On Order	Full Year			
Actual	Budget	Variance		Forecast	Budget	Variance	
Projects Team							
\$257	\$0	(\$257)	\$0	Purchase Waste Management Land ( 24150/02 )	\$0	\$0	\$0
\$0	\$15,000	\$15,000	\$0	Construct Waste Management Facility Buildings - Red Hill Landfill Facility ( 24250/01 )	\$100,000	\$100,000	\$0
\$15,661	\$0	(\$15,661)	\$0	Construct Workshop No 3 - Red Hill Landfill Facility ( 24250/08 )	\$774,811	\$774,811	\$0
\$39,120	\$98,000	\$58,880	\$0	Construct Wood Waste to Energy Building - HRRP ( 24259/05 )	\$273,032	\$273,032	\$0
\$0	\$0	\$0	\$0	Construct Community Recycling Centre (CRC) - HRRP ( 24259/06 )	\$130,000	\$130,000	\$0
\$0	\$0	\$0	\$6,862,764	Construct Commercial Transfer Station - HRRP ( 24259/10 )	\$7,541,126	\$3,500,000	(\$4,041,126)
\$12,020	\$0	(\$12,020)	\$0	Construct Site Workshop - HRRP ( 24259/13 )	\$0	\$0	\$0
\$0	\$0	\$0	\$0	Upgrade Power Supply to Workshop No 2 - Red Hill Landfill Facility ( 24259/15 )	\$250,000	\$250,000	\$0
\$0	\$0	\$0	\$0	Install Power Supply to Lots 8 9 & 10 - Red Hill Landfill Facility ( 24259/16 )	\$150,000	\$150,000	\$0
\$122,224	\$275,640	\$153,416	\$12,710	Construct Wood Waste to Energy Building (Pre-Commissioning) - HRRP ( 24259/18 )	\$826,920	\$826,920	\$0
\$0	\$0	\$0	\$0	Construct Wood Waste to Energy Dry Char Storage Facility - HRRP ( 24259/19 )	\$60,000	\$60,000	\$0
\$0	\$0	\$0	\$39,150	Construct Wood Waste to Energy Bucket Extension - HRRP ( 24259/20 )	\$40,000	\$40,000	\$0
\$0	\$0	\$0	\$0	Construct Class III Cell Stage 17 - Red Hill Landfill Facility ( 24310/21 )	\$350,000	\$350,000	\$0

# CAPITAL EXPENDITURE STATEMENT

SEPTEMBER 2021

Year to Date			On Order	Full Year			
Actual	Budget	Variance		Forecast	Budget	Variance	
Projects Team							
\$0	\$75,000	\$75,000	\$0	Design and Construct Class IV Cell Stage 3 - Red Hill Landfill Facility ( 24330/05 )	\$150,000	\$150,000	\$0
\$0	\$0	\$0	\$0	Construct Leachate and Stormwaste Infrastructure and Siltation Ponds - Red Hill Landfill Facility ( 24350/01 )	\$200,000	\$200,000	\$0
\$0	\$0	\$0	\$0	Construct Roads / Carparks - Red Hill Landfill Facility ( 24370/00 )	\$185,500	\$185,500	\$0
\$0	\$60,000	\$60,000	\$0	Construct Access Road to Lots 8 9 10 - Red Hill Landfill Facility ( 24370/02 )	\$130,000	\$130,000	\$0
\$0	\$0	\$0	\$0	Construct Drainage Diversion and Earthworks Infrastructures - Red Hill Landfill Facility ( 24380/00 )	\$100,000	\$100,000	\$0
\$0	\$0	\$0	\$0	Construct Litter Fence - Redhill Landfill Facility ( 24394/05 )	\$50,000	\$50,000	\$0
\$0	\$0	\$0	\$0	Resource Recovery Park - Noise Control Fencing ( 24394/06 )	\$150,000	\$150,000	\$0
\$11,120	\$55,000	\$43,880	\$10,025	Construct Hardstand and Road - Hazelmere ( 24395/01 )	\$55,000	\$55,000	\$0
\$20,200	\$0	(\$20,200)	\$6,009	Construct FOGO Processing Area - Red Hill Landfill Facility ( 24395/05 )	\$108,460	\$0	(\$108,460)
\$0	\$0	\$0	\$0	Undertake FOGO Reference Site Tours ( 24395/06 )	\$62,500	\$62,500	\$0
\$23,419	\$79,545	\$56,126	\$0	Implementation of the FOGO Recovery Strategy ( 24395/07 )	\$300,000	\$300,000	\$0
\$29,900	\$15,000	(\$14,900)	\$0	Construct Monitoring Bores - Red Hill Landfill Facility ( 24396/00 )	\$70,000	\$70,000	\$0
\$0	\$0	\$0	\$0	Construct Monitoring Bores - Hazelmere ( 24396/02 )	\$70,000	\$70,000	\$0
\$5,649	\$147,190	\$141,541	\$118,255	Wood Waste to Energy Utilities/Infrastructure - HRRP ( 24399/11 )	\$408,754	\$408,754	\$0



# CAPITAL EXPENDITURE STATEMENT

SEPTEMBER 2021

Year to Date			On Order		Full Year		
Actual	Budget	Variance			Forecast	Budget	Variance
Projects Team							
\$0	\$0	\$0	\$0	Liquid Waste Project - Red Hill Landfill Facility ( 24399/16 )	\$500,000	\$500,000	\$0
\$431	\$0	(\$431)	\$0	Develop Lots 8 9 & 10 For Future Waste Activities - Red Hill Landfill Facility ( 24399/19 )	\$0	\$0	\$0
\$2,666	\$0	(\$2,666)	\$997	Air Pollution Control Residue Facility (APCR) - Red Hill Landfill Facility ( 24399/21 )	\$2,300,000	\$2,300,000	\$0
\$0	\$0	\$0	\$240,505	Construct Concrete Pad east of C&I Building - HRRP ( 24399/22 )	\$250,000	\$250,000	\$0
\$0	\$0	\$0	\$0	Extension of Sewer Line from WWtE to Sewer Sump & existing ATU - HRRP ( 24399/23 )	\$200,000	\$200,000	\$0
\$0	\$0	\$0	\$0	Sewer Line from Lakes Rd to Mary St - HRRP ( 24399/24 )	\$300,000	\$300,000	\$0
\$21,052	\$0	(\$21,052)	\$57,641	Extension of Concrete Pad with Workshop area - HRRP ( 24399/25 )	\$120,000	\$120,000	\$0
\$0	\$100,000	\$100,000	\$0	Noise Barrier for Hammer Mill - HRRP ( 24399/26 )	\$100,000	\$100,000	\$0
\$0	\$50,000	\$50,000	\$0	Digital Sign (DWER Requirement) - HRRP ( 24399/27 )	\$50,000	\$50,000	\$0
\$12,733	\$25,000	\$12,267	\$19,537	Purchase Wood Waste to Energy Plant & Equipment - HRRP ( 24410/03 )	\$103,987	\$103,987	\$0
\$2,800	\$0	(\$2,800)	\$0	Purchase FOGO Processing Plant - Red Hill Landfill Facility ( 24410/10 )	\$0	\$0	\$0
\$0	\$0	\$0	\$0	Purchase Information Technology & Communication Equipment - Projects ( 24550/02 )	\$25,000	\$25,000	\$0
\$319,252	\$995,375	\$676,123	\$7,367,593		\$16,485,090	\$12,335,504	(\$4,149,586)



## CAPITAL EXPENDITURE STATEMENT

SEPTEMBER 2021

Year to Date			On Order			Full Year		
Actual	Budget	Variance				Forecast	Budget	Variance
\$702,731	\$1,769,375	\$1,066,644	\$7,826,593	TOTAL CAPITAL EXPENDITURE		\$20,482,590	\$16,333,004	(\$4,149,586)



## STATEMENT OF FINANCIAL POSITION

### SEPTEMBER 2021

Actual June 2021	Actual Year to Date	(F) = Favourable variation (U) = Unfavourable variation	Full Year		
			Forecast	Budget	Variance
Current Assets					
\$5,861,145	\$10,139,126	Cash and Cash Equivalents	\$4,010,280	\$4,010,280	\$0 (F)
\$82,123,503	\$72,069,566	Investments	\$65,875,435	\$65,875,435	\$0 (F)
\$3,431,287	\$3,617,763	Trade and Other Receivables	\$2,987,058	\$2,987,058	\$0 (F)
\$36,424	\$24,592	Inventories	\$39,035	\$39,035	\$0 (F)
\$32,382	\$345,637	Other Assets	\$67,382	\$67,382	\$0 (F)
\$91,484,741	\$86,196,684	Total Current Assets	\$72,979,190	\$72,979,190	\$0 (F)
Current Liabilities					
\$12,624,600	\$4,821,009	Trade and Other Payables	\$6,160,299	\$6,160,299	\$0 (F)
\$1,814,744	\$1,814,744	Provisions	\$1,892,645	\$1,892,645	\$0 (F)
\$14,439,344	\$6,635,753	Total Current Liabilities	\$8,052,944	\$8,052,944	\$0 (F)
\$77,045,397	\$79,560,931	Net Current Assets	\$64,926,246	\$64,926,246	\$0 (F)
Non Current Assets					
\$47,850,000	\$47,850,257	Land	\$52,585,907	\$52,585,907	\$0 (F)
\$6,506,875	\$6,459,484	Buildings	\$16,583,375	\$16,583,375	\$0 (F)
\$21,977,142	\$21,559,803	Structures	\$30,428,680	\$30,428,680	\$0 (F)
\$13,136,462	\$12,826,748	Plant	\$14,867,626	\$14,867,626	\$0 (F)
\$638,147	\$709,382	Equipment	\$1,123,575	\$1,123,575	\$0 (F)
\$126,449	\$133,706	Furniture and Fittings	\$250,604	\$250,604	\$0 (F)
\$25,179,667	\$25,397,770	Work in Progress	\$17,536,763	\$17,536,763	\$0 (F)
\$115,414,742	\$114,937,150	Total Non Current Assets	\$133,376,530	\$133,376,530	\$0 (F)
Non Current Liabilities					
\$6,707,161	\$6,896,912	Provisions	\$9,039,362	\$9,039,362	\$0 (F)
\$6,707,161	\$6,896,912	Total Non Current Liabilities	\$9,039,362	\$9,039,362	\$0 (F)
\$185,752,978	\$187,601,169	Net Assets	\$189,263,414	\$189,263,414	\$0 (F)
Equity					
\$76,354,391	\$82,641,476	Accumulated Surplus/Deficit	\$84,606,081	\$84,606,081	\$0 (F)
\$65,953,610	\$65,953,610	Cash Backed Reserves	\$64,812,065	\$64,812,065	\$0 (F)
\$37,157,892	\$37,157,892	Asset Revaluation Reserve	\$35,488,596	\$35,488,596	\$0 (F)
\$6,287,085	\$1,848,191	Net change in assets from operations	\$4,356,672	\$4,356,672	\$0 (F)
\$185,752,978	\$187,601,169	Total Equity	\$189,263,414	\$189,263,414	\$0 (F)

## CASH AND INVESTMENTS SEPTEMBER 2021

Actual June 2021	Actual Year to Date	(F) = Favourable variation (U) = Unfavourable variation	Full Year		
			Forecast	Budget	Variance
Municipal Cash and Investments					
5,857,095	10,135,076	Cash at Bank - Municipal Fund 01001/00	2,006,230	2,006,230	0 (F)
4,050	4,050	Cash on Hand 01019/00 - 02	4,050	4,050	0 (F)
16,046,391	5,929,533	Investments - Municipal Fund 02021/00	2,000,000	2,000,000	0 (F)
21,907,536	16,068,659	Total Municipal Cash	4,010,280	4,010,280	0 (F)
Restricted Cash and Investments					
749,821	751,150	Restricted Investments - Plant and Equipment 02022/01	704,819	704,819	0 (F)
2,943,263	2,948,478	Restricted Investments - Post Closure Site Rehabilitation Red Hill 02022/02	6,090,227	6,090,227	0 (F)
11,460,995	11,481,302	Restricted Investments - Future Development 02022/03	9,086,393	9,086,393	0 (F)
1,349,161	1,351,552	Restricted Investments - Environmental Monitoring Red Hill 02022/04	2,951,545	2,951,545	0 (F)
59,639	59,724	Restricted Investments - Environmental Insurance Red Hill 02022/05	65,714	65,714	0 (F)
15,813	15,841	Restricted Investments - Risk Management 02022/06	16,002	16,002	0 (F)
600,945	602,010	Restricted Investments - Class IV Cells Red Hill 02022/07	551,046	551,046	0 (F)
41,177,833	41,250,793	Restricted Investments - Secondary Waste Processing 02022/09	37,275,373	37,275,373	0 (F)
1,158,161	1,160,213	Restricted Investments - Class III Cells 02022/10	2,231,556	2,231,556	0 (F)
79,842	79,983	Restricted Investments - Building Refurbishment (Ascot Place) 02022/11	80,683	80,683	0 (F)
5,325,000	5,334,435	Restricted Investments - EastLink Relocation 02022/19	5,325,000	5,325,000	0 (F)
123,503	69,566	Restricted Investments - Accrued Interest 02022/19	433,707	433,707	0 (F)
1,033,136	1,034,966	Restricted Investments - Long Service Leave 02022/90	1,063,370	1,063,370	0 (F)
66,077,112	66,140,013	Total Restricted Cash	65,875,435	65,875,435	0 (F)
87,984,648	82,208,672	TOTAL CASH AND INVESTMENTS	69,885,715	69,885,715	0 (F)

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

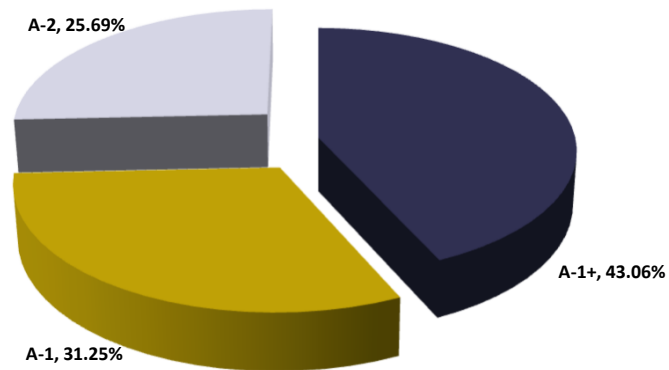
## EMRC Investment Report

September 2021

## I. Overall Portfolio Limits

S&P Long Term Rating	S&P Short Term Rating	% Portfolio	Investment Maximum %
AAA	A-1+	43.06%	100.00%
AA	A-1	31.25%	100.00%
BBB	A-2	25.69%	40.00%
		<u>100.00%</u>	

Investment by S&amp;P Rating



## II. Single Entity Exposure

	S&P Long Term Rating	S&P Short Term Rating	% Portfolio	
AMP	BBB	A-2	6.94%	
ANZ Banking Group	AAA	A-1+	5.56%	
ME Bank	BBB	A-2	4.86%	*
NAB	AAA	A-1+	34.03%	
Westpac / St. George Bank	AAA	A-1+	3.46%	
Suncorp	AA	A-1	4.17%	*
Bank of Queensland	BBB	A-2	13.89%	
Macquarie Bank	AA	A-1	27.09%	
			<u>100.00%</u>	

\* Non-Fossil Fuel ADI (Authorised Deposit Taking Institution)

## III. Term to Maturity Framework

Investment Policy Guidelines			
Maturity Profile	% Portfolio	% Min	% Max
Less Than 1 Year	100.00%	40%	100%
Greater than 1 year & less than or equal to 3 years	0.00%	0%	60%
	<u>100.00%</u>		

## IV. Fossil Fuel Divestment

	% Portfolio
Non-Fossil Fuel ADI's	9.03%
Fossil Fuel ADI's	90.97%
	<u>100.00%</u>



## **14.3 FINANCIAL REPORT FOR PERIOD ENDED 31 OCTOBER 2021**

**D2021/22512**

### **PURPOSE OF REPORT**

The purpose of this report is to provide Council with an overview of the EMRC's financial performance for the period ended 31 October 2021.

### **KEY POINTS**

- Significant year to date budget variances greater than 10% or \$20,000, whichever is the greater, within each nature and type category on the Statement of Comprehensive Income as at 31 October 2021 have been identified and are reported on in the body of the report.

### **RECOMMENDATIONS**

That Council receives the Statement of Comprehensive Income, Capital Expenditure Statement, Statement of Financial Position, Statement of Cash and Investments and the Investment Report for the period ended 31 October 2021.

### **SOURCE OF REPORT**

Chief Financial Officer

### **BACKGROUND**

- 1 It is a requirement of the Local Government (Financial Management) Regulations 1996 (r.34) that a Local Government is to prepare and present to Council financial reports in such a form as the Local Government considers to be appropriate.
- 2 Submitted to each meeting of Council is a financial report and summaries which provide an overview of year to date budget performance for operating activities and capital works. Variances greater than 10% or \$20,000, whichever is the greater, within each nature and type category on the Statement of Comprehensive Income are reported on in the body of the report. Also included are end of year forecasts by nature and type for operating activities and end of year forecasts for each capital works project. These forecasts are reviewed regularly in order to provide an accurate forecast of the end of year result.

### **REPORT**

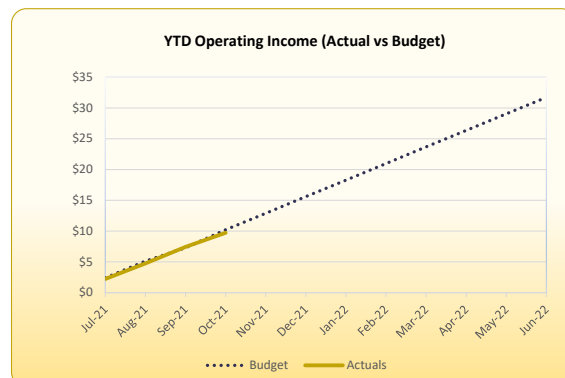
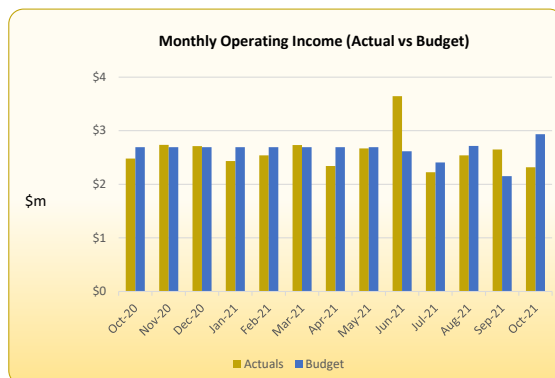
- 3 Outlined below are financial statements for the period ended 31 October 2021. Where possible the year to date monthly budget allocations will be reviewed in order to match the appropriate timing for the various projects budgeted to be undertaken. This will provide a better comparison between the year to date actual and year to date budget figures.

### Statement of Comprehensive Income - Nature and Type (refer Attachment 1)

- 4 The net operating result as at 31 October 2021 is a favourable variance of 1,047,492 (81.11 %) against budget. The following information is provided on key aspects of Council's year to date financial performance:

5

<b>Operating Income</b>	Actuals for the Year	An unfavourable variance of \$476,007 (4.66%)
	End of Year Forecasts	As per budget - not yet due to be reviewed.

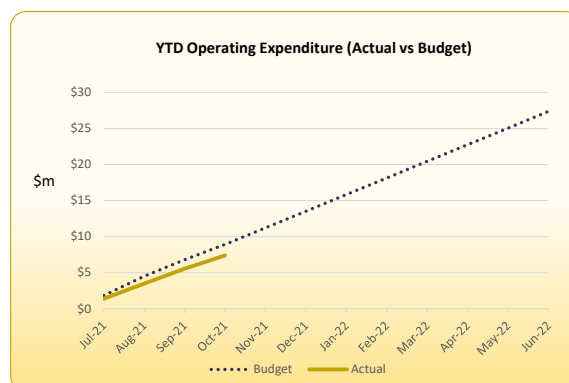
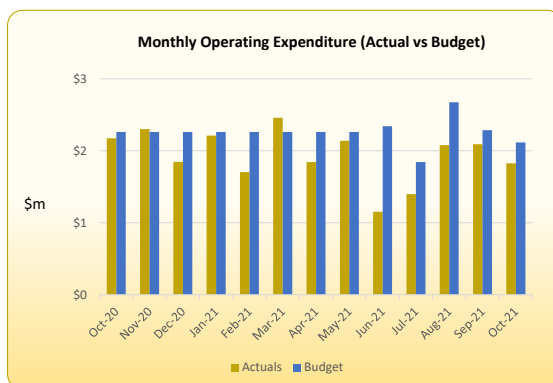


### Operating Income Variances previously reported to Council

- 6 Year to date Interest Restricted Cash Investments of \$85,842 is below the budget by \$151,198 (63.79%). The variance is due to the lower interest rates on investments being obtained and the low value of term deposit maturities to date. The average interest rate as at 31 October 2021 is 0.409% compared to the budgeted interest rate of 0.375%.
- 7 Year to date Reimbursements of \$410,284 is below the budget by \$85,824 (17.30%). The variance is due to lower level of reimbursements from the Coppin, Mathieson and Baywaste Transfer Station as a result of lower expenditure and higher income generated.
- 8 There were no significant Operating Income variances as at 31 October 2021.

9

<b>Operating Expenditure</b>	Actuals for the Year	A favourable variance of \$1,523,499 (17.08%)
	End of Year Forecasts	As per budget - not yet due to be reviewed.



### Operating Expenditure Variances previously reported to Council

- 10 Year to date Contract Expenses of \$1,332,072 is below the budget by \$819,606 (38.09%) due to the timing of various projects from different business units. Areas where the expenditures are lower than budget for various directorates/business units include: CEO's (\$45,062), Business Support (\$212,488), Sustainability (\$150,664), Projects (\$105,812), and Operations (\$305,580).
- 11 Year to date Material Expenses of \$303,882 is below the budget by \$137,658 (31.18%) due to the timing of various projects from different business units. Areas where the expenditures are lower than budget for various directorates/business units include: CEO's (\$13,261), Business Support (\$18,483), Sustainability (\$24,392), Projects (\$10,141) and Operations (\$71,381).

### Operating Expenditure Variances not previously reported to Council

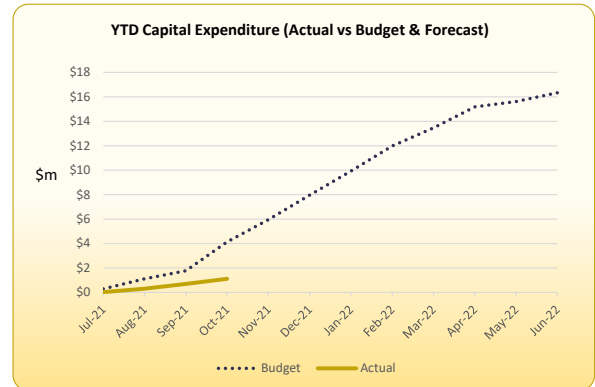
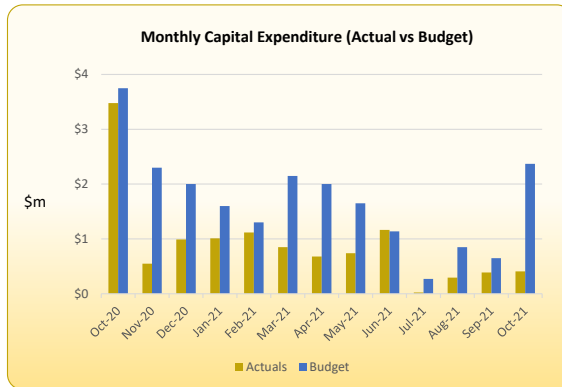
- 12 Year to date Cost Allocations of \$70,425 is above the budget by \$41,942 (147.24%). This variance relates internal costs allocated to various projects and specifically capital expenditure projects that have been budgeted to utilise the EMRC's plant.
- 13 There were no further significant Operating Expenditure variances as at 31 October 2021.

<b>Other Comprehensive Income</b>	Actuals for the Year	Nil
	End of Year Forecasts	Nil

- 14 There were no significant Other Comprehensive Income variances as at 31 October 2021.

### Capital Expenditure Statement (refer Attachment 2)

<b>Capital Expenditure</b>	Actuals for the Year	An underspent variance of \$3,027,108
	End of Year Forecasts	As per budget - not yet due to be reviewed.



### Capital Expenditure Variances

- 15 An underspent variance of \$3,027,108 existed as at 31 October 2021 when compared to the year to date budget of \$4,138,025. Various factors have impacted on the capital expenditure on projects over the past couple of months, particularly as a result of inclement weather. October 2021 represented the highest rainfall for October since weather records began. As a result, it impacted on the EMRC's project works at Red Hill Waste Management Facility (RHWMF).
- 16 Work at RHWMF and other site works are now progressing well with Stage 16 Class III cell being completed.
- 17 It is anticipated that there will be a significant uplift in in project activity over the coming months as project works continue unhindered by the weather, bringing capital expenditure back in line with budgeted timing.
- 18 Minimal capital expenditure has been undertaken to 31 October 2021 with the major capital expenditure being on the following:
- Purchase/Replace Plant - HRRP - \$245,019;
  - Construct Commercial Transfer Station – HRRP - \$202,924;
  - Construct WWtE Building (Pre-Commissioning Costs) - HRRP - \$176,086;
  - Purchase Information Technology & Communications Equipment - \$90,193;
  - Construct WWtE Building - HRRP - \$57,406;
  - Purchase Office Furniture and Fittings - HRRP - \$43,495;
  - Implementation of the FOGO Recovery Strategy - RHWMF - \$38,065;
  - Construct Monitoring Bores - RHWMF - \$29,900
  - Construct FOGO Processing Area - RHWMF - \$25,124; and
  - Purchase/Replace Minor Plant & Equipment - HRRP - \$22,242;

### Statement of Financial Position (refer Attachment 3)

- 19 The Statement of Financial Position shows the overall impact of actual balances compared with budget provisions and end of year forecasts for operating and capital works activities.
- 20 Total Equity as at 31 October 2021 totals \$188,091,932. This is an increase of \$2,338,954 from the 30 June 2021 equity of \$185,752,978.
- 21 As end of year forecasts are yet to be reviewed, the forecast balances as at 31 October 2020 are as per the budget estimates.

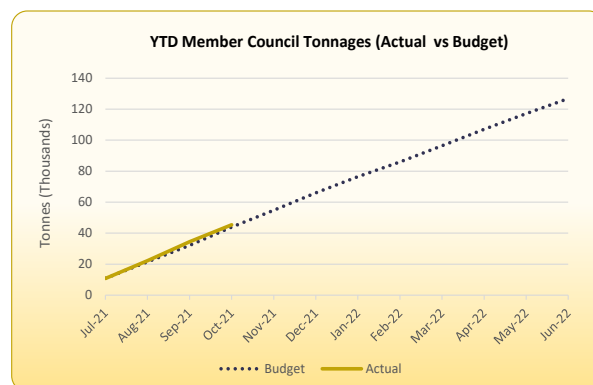
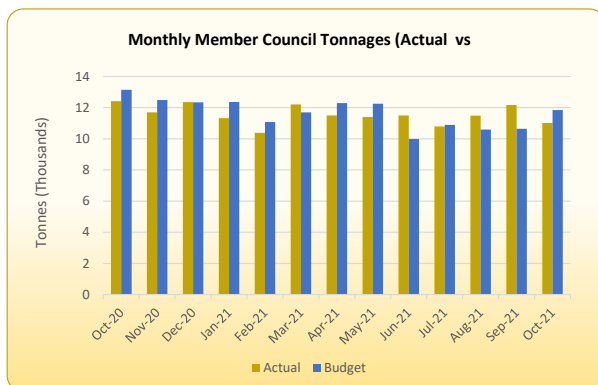
### Statement of Cash and Investments (refer Attachment 4)

- 22 The level of cash and investments in the Municipal Fund as at 31 October 2021 is \$14,583,604 and Restricted Cash amount to \$66,162,955.
- 23 The net movement for the month is a reduction of \$1,462,113 and is primarily due to the landfill levy payment totalling \$2.9m for the July - September 2021 quarter made during October 2021.
- 24 As end of year forecasts are yet to be reviewed, the forecast balances as at 31 October 2020 are as per the budget estimates.

### Investment Report (refer Attachment 5)

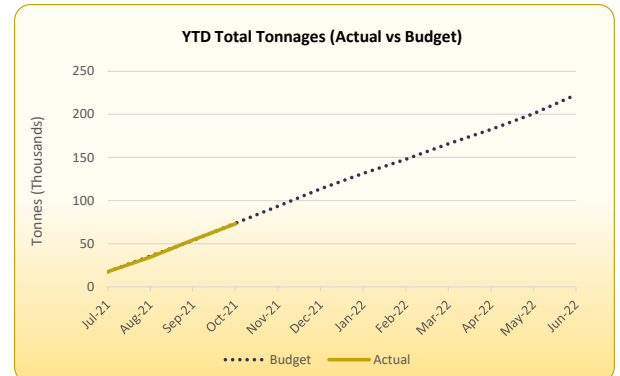
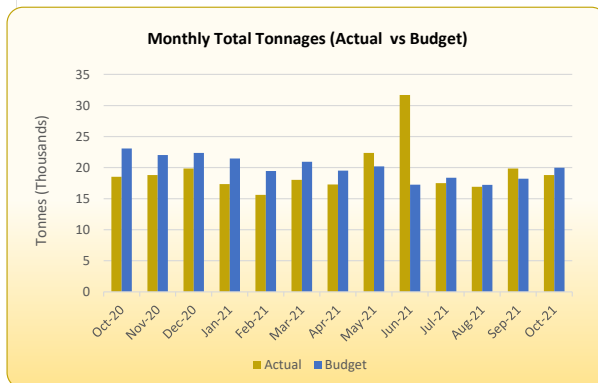
- 25 Term deposits valued at \$9,000,000 matured during October 2021. This amount was reinvested into further term deposits during October 2021.

### Tonnages – Member Councils



- 26 YTD tonnages received from member Councils total 45,446 tonnes compared to the budget of 43,951 tonnes. As at the same period in 2020/2021 tonnages from member Councils totalled 49,891 tonnes (inclusive of City of Belmont tonnages of 5,750).

## Tonnages – Total Tonnages



- 27 YTD total tonnages received from all sources total 73,091 tonnes compared to the budget of 73,805 tonnes. As at the same period in 2020/2021 tonnages received from all sources totalled 73,104 tonnes.

## STRATEGIC/POLICY IMPLICATIONS

- 28 Key Result Area 3 - Good Governance
- 3.3 To provide responsible and accountable governance and management of the EMRC.
- 3.4 To continue to improve financial and asset management practices.

## FINANCIAL IMPLICATIONS

- 29 As outlined within the report and attachments

## SUSTAINABILITY IMPLICATIONS

- 30 Nil

## RISK MANAGEMENT

### Risk – Non Compliance with Financial Regulations

Consequence	Likelihood	Rating
Moderate	Unlikely	Moderate
Action/Strategy		
<ul style="list-style-type: none"> <li>➤ The financial report is scrutinised by the EMRC Council to ensure that all statutory requirements are met.</li> <li>➤ Internal Audit reviews to ensure compliance with Financial Regulations.</li> <li>➤ External Audit confirms compliance.</li> </ul>		

## MEMBER COUNCIL IMPLICATIONS

### Member Council

Town of Bassendean  
City of Bayswater  
City of Kalamunda  
Shire of Mundaring  
City of Swan

### Implication Details

As outlined in the report.

## ATTACHMENT(S)

1. Statement of Comprehensive Income by Nature and Type (D2021/23442)
2. Capital Expenditure Statement (D2021/23444)
3. Statement of Financial Position (D2021/23447)
4. Statement of Cash and Investments (D2021/23449)
5. Investment Report (D2021/23450)

## VOTING REQUIREMENT

Simple Majority

## RECOMMENDATION(S)

That Council receives the Statement of Comprehensive Income, Capital Expenditure Statement, Statement of Financial Position, Statement of Cash and Investments and the Investment Report for the period ended 31 October 2021.

## COUNCIL RESOLUTION(S)

MOVED CR

SECONDED CR



# STATEMENT OF COMPREHENSIVE INCOME

## Nature and Type

Year to Date				OCTOBER 2021		Full Year		
Actual	Budget	Variance			Forecast	Budget	Variance	
<b>Operating Income</b>								
\$10,811,718	\$11,245,280	(\$433,562)	(U)	User Charges	\$33,566,196	\$33,566,196	\$0	(F)
(\$4,103,511)	(\$4,273,152)	\$169,641	(F)	<u>Less</u> Landfill Levy Charges	(\$12,819,464)	(\$12,819,464)	\$0	(F)
\$6,708,207	\$6,972,128	(\$263,921)	(U)	Net User Charges	\$20,746,732	\$20,746,732	\$0	(F)
\$196,992	\$187,887	\$9,105	(F)	Special Charges	\$556,739	\$556,739	\$0	(F)
\$1,455,451	\$1,390,926	\$64,525	(F)	Secondary Waste Charge	\$4,121,290	\$4,121,290	\$0	(F)
\$39,324	\$48,084	(\$8,760)	(U)	Contributions	\$239,460	\$239,460	\$0	(F)
\$10,000	\$10,000	\$0	(F)	Operating Grants	\$398,000	\$398,000	\$0	(F)
\$54,773	\$43,996	\$10,777	(F)	Interest Municipal Cash Investments	\$132,000	\$132,000	\$0	(F)
\$85,842	\$237,040	(\$151,198)	(U)	Interest Restricted Cash Investments	\$799,975	\$799,975	\$0	(F)
\$410,284	\$496,108	(\$85,824)	(U)	Reimbursements	\$1,536,722	\$1,536,722	\$0	(F)
\$605,676	\$650,600	(\$44,924)	(U)	Other	\$2,844,278	\$2,844,278	\$0	(F)
\$166,545	\$172,332	(\$5,787)	(U)	Proceeds from Sale of Assets	\$351,000	\$351,000	\$0	(F)
<b>\$9,733,094</b>	<b>\$10,209,101</b>	<b>(\$476,007)</b>	<b>(U)</b>	<b>Total Operating Income</b>	<b>\$31,726,196</b>	<b>\$31,726,196</b>	<b>\$0</b>	<b>(F)</b>
<b>Operating Expenditure</b>								
\$3,203,811	\$3,544,427	\$340,616	(F)	Salary Expenses	\$11,174,794	\$11,174,794	\$0	(F)
\$1,332,072	\$2,151,678	\$819,606	(F)	Contract Expenses	\$6,429,257	\$6,429,257	\$0	(F)
\$303,882	\$441,540	\$137,658	(F)	Material Expenses	\$1,347,539	\$1,347,539	\$0	(F)
\$99,816	\$102,664	\$2,848	(F)	Utility Expenses	\$310,375	\$310,375	\$0	(F)
\$243,089	\$240,016	(\$3,073)	(U)	Fuel Expenses	\$720,135	\$720,135	\$0	(F)
\$105,000	\$103,040	(\$1,960)	(U)	Insurance Expenses	\$310,604	\$310,604	\$0	(F)
\$1,379,822	\$1,528,732	\$148,910	(F)	Depreciation Expenses	\$4,826,380	\$4,826,380	\$0	(F)
\$386,720	\$400,018	\$13,298	(F)	Miscellaneous Expenses	\$1,261,747	\$1,261,747	\$0	(F)
\$254,605	\$264,620	\$10,015	(F)	Provision Expenses	\$793,871	\$793,871	\$0	(F)
(\$70,425)	(\$28,484)	\$41,941	(F)	Costs Allocated	(\$89,343)	(\$89,343)	\$0	(F)
\$155,748	\$169,388	\$13,640	(F)	Carrying Amount of Assets Disposed Of	\$284,165	\$284,165	\$0	(F)
<b>\$7,394,140</b>	<b>\$8,917,639</b>	<b>\$1,523,499</b>	<b>(F)</b>	<b>Total Operating Expenditure</b>	<b>\$27,369,524</b>	<b>\$27,369,524</b>	<b>\$0</b>	<b>(F)</b>
<b>\$2,338,954</b>	<b>\$1,291,462</b>	<b>\$1,047,492</b>	<b>(F)</b>	<b>NET RESULT BEFORE OTHER COMPREHENSIVE INCOME</b>	<b>\$4,356,672</b>	<b>\$4,356,672</b>	<b>\$0</b>	<b>(F)</b>
Surplus	Surplus				Surplus	Surplus		
<b>Other Comprehensive Income</b>								
\$0	\$0	\$0	(F)	Revaluation of Assets/Accumulated Depreciation Reversal	\$0	\$0	\$0	(F)
<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(F)</b>	<b>Total Other Comprehensive Income</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(F)</b>
<b>\$2,338,954</b>	<b>\$1,291,462</b>	<b>\$1,047,492</b>	<b>(F)</b>	<b>CHANGE IN NET ASSETS FROM OPERATIONS</b>	<b>\$4,356,672</b>	<b>\$4,356,672</b>	<b>\$0</b>	<b>(F)</b>
Surplus	Surplus				Surplus	Surplus		

## Notes:

1. User Charges - include member Councils and casual users pertaining to waste, risk management and environmental services fees and charges;
2. Special Charges - Waste Education Levy;
3. Contributions - member Councils' contributions to projects and services;
4. Operating Grants - grant income predominantly from government agencies; and
5. Other Operating Income - includes income from the sale of products;

(F) denotes Favourable variance and (U) denotes Unfavourable variance





# CAPITAL EXPENDITURE STATEMENT

## OCTOBER 2021

Year to Date			On Order	Full Year			
Actual	Budget	Variance		Forecast	Budget	Variance	
CEO's Team							
\$0	\$0	\$0	\$0	Purchase Information Technology & Communication Equipment - Councillors ( 24550/01 )	\$30,000	\$30,000	\$0
\$0	\$0	\$0	\$0	Purchase Art Works ( 24620/00 )	\$10,000	\$10,000	\$0
\$0	\$0	\$0	\$0		\$40,000	\$40,000	\$0



# CAPITAL EXPENDITURE STATEMENT

OCTOBER 2021

Year to Date			On Order		Full Year		
Actual	Budget	Variance			Forecast	Budget	Variance
Business Support							
\$0	\$66,500	\$66,500	\$139,767	Purchase Vehicles - Ascot Place ( 24440/00 )	\$266,000	\$266,000	\$0
\$0	\$5,000	\$5,000	\$0	Purchase Furniture Fittings & Equipment - Corporate Services ( 24510/01 )	\$10,000	\$10,000	\$0
\$90,193	\$90,000	(\$193)	\$0	Purchase Information Technology & Communication Equipment ( 24550/00 )	\$129,000	\$129,000	\$0
\$0	\$114,500	\$114,500	\$0	Capital Improvement Administration Building - Ascot Place ( 25240/01 )	\$458,000	\$458,000	\$0
\$0	\$0	\$0	\$0	Upgrade Security Equipment - Ascot Place ( 25530/01 )	\$5,000	\$5,000	\$0
\$90,193	\$276,000	\$185,807	\$139,767		\$868,000	\$868,000	\$0



# CAPITAL EXPENDITURE STATEMENT

OCTOBER 2021

Year to Date			On Order	Full Year			
Actual	Budget	Variance		Forecast	Budget	Variance	
Operations Team							
\$0	\$20,000	\$20,000	\$0	Air Supply lines - Waste Management Structures - Red Hill Landfill Facility ( 24399/10 )	\$50,000	\$50,000	\$0
\$0	\$100,000	\$100,000	\$0	Gas Extraction System Wells - Red Hill Landfill Facility ( 24399/20 )	\$200,000	\$200,000	\$0
\$0	\$400,000	\$400,000	\$196,482	Purchase / Replace Plant - Red Hill Landfill Facility ( 24410/00 )	\$950,000	\$950,000	\$0
\$245,019	\$300,000	\$54,981	\$11,405	Purchase / Replace Plant - Hazelmere ( 24410/01 )	\$650,000	\$650,000	\$0
\$19,837	\$100,000	\$80,163	\$7,041	Purchase / Replace Minor Plant and Equipment-Red Hill Landfill Facility ( 24420/00 )	\$275,000	\$275,000	\$0
\$22,242	\$36,000	\$13,758	\$18,100	Purchase / Replace Minor Plant and Equipment - Hazelmere ( 24420/02 )	\$104,000	\$104,000	\$0
\$0	\$33,000	\$33,000	\$51,177	Purchase / Replace Vehicles - Red Hill Landfill Facility ( 24430/00 )	\$132,000	\$132,000	\$0
\$0	\$2,500	\$2,500	\$0	Purchase Fire Fighting System/Equipment - Hazelmere ( 24520/07 )	\$5,000	\$5,000	\$0
\$2,530	\$0	(\$2,530)	\$0	Purchase / Replace Security System - Red Hill Waste Management Facility ( 24530/08 )	\$213,500	\$213,500	\$0
\$0	\$0	\$0	\$0	Purchase / Replace Security System - Hazelmere ( 24530/10 )	\$10,000	\$10,000	\$0
\$0	\$10,000	\$10,000	\$0	Purchase Information Technology & Communication Equipment - Hazelmere ( 24550/03 )	\$30,000	\$30,000	\$0
\$0	\$13,000	\$13,000	\$0	Purchase / Replace Other Equipment - Red Hill Landfill Facility ( 24590/00 )	\$40,000	\$40,000	\$0
\$15,000	\$0	(\$15,000)	\$0	Purchase / Replace Miscellaneous Equipment - Hazelmere ( 24590/02 )	\$0	\$0	\$0



# CAPITAL EXPENDITURE STATEMENT

OCTOBER 2021

Year to Date			On Order	Full Year			
Actual	Budget	Variance		Forecast	Budget	Variance	
Operations Team							
\$43,495	\$70,000	\$26,505	\$0	Purchase Office Furniture and Fittings - Hazelmere Office ( 24610/10 )	\$70,000	\$70,000	\$0
\$2,597	\$60,000	\$57,404	\$43,395	Purchase Furniture and Fittings - Hazelmere Workshop ( 24610/11 )	\$60,000	\$60,000	\$0
\$0	\$150,000	\$150,000	\$0	Refurbish Plant - Red Hill Landfill Facility ( 25410/00 )	\$300,000	\$300,000	\$0
\$350,720	\$1,294,500	\$943,780	\$327,601		\$3,089,500	\$3,089,500	\$0

# CAPITAL EXPENDITURE STATEMENT

OCTOBER 2021

Year to Date			On Order		Full Year		
Actual	Budget	Variance			Forecast	Budget	Variance
Projects Team							
\$257	\$0	(\$257)	\$0	Purchase Waste Management Land ( 24150/02 )	\$0	\$0	\$0
\$10,452	\$15,000	\$4,548	\$0	Construct Waste Management Facility Buildings - Red Hill Landfill Facility ( 24250/01 )	\$100,000	\$100,000	\$0
\$17,067	\$0	(\$17,067)	\$3,900	Construct Workshop No 3 - Red Hill Landfill Facility ( 24250/08 )	\$774,811	\$774,811	\$0
\$57,406	\$132,000	\$74,594	\$0	Construct Wood Waste to Energy Building - HRRP ( 24259/05 )	\$273,032	\$273,032	\$0
\$0	\$0	\$0	\$0	Construct Community Recycling Centre (CRC) - HRRP ( 24259/06 )	\$130,000	\$130,000	\$0
\$202,924	\$837,903	\$634,979	\$6,159,336	Construct Commercial Transfer Station - HRRP ( 24259/10 )	\$7,541,126	\$3,500,000	(\$4,041,126)
\$12,145	\$0	(\$12,145)	\$0	Construct Site Workshop - HRRP ( 24259/13 )	\$0	\$0	\$0
\$24	\$0	(\$24)	\$0	Upgrade Power Supply to Workshop No 2 - Red Hill Landfill Facility ( 24259/15 )	\$250,000	\$250,000	\$0
\$0	\$75,000	\$75,000	\$0	Install Power Supply to Lots 8 9 & 10 - Red Hill Landfill Facility ( 24259/16 )	\$150,000	\$150,000	\$0
\$176,086	\$367,520	\$191,434	\$31,272	Construct Wood Waste to Energy Building (Pre-Commissioning) - HRRP ( 24259/18 )	\$826,920	\$826,920	\$0
\$3,028	\$0	(\$3,028)	\$0	Construct Wood Waste to Energy Dry Char Storage Facility - HRRP ( 24259/19 )	\$60,000	\$60,000	\$0
\$250	\$0	(\$250)	\$39,150	Construct Wood Waste to Energy Bucket Extension - HRRP ( 24259/20 )	\$40,000	\$40,000	\$0
\$3,564	\$0	(\$3,564)	\$0	Construct Class III Cell Stage 16 - Red Hill Landfill Facility ( 24310/19 )	\$0	\$0	\$0

# CAPITAL EXPENDITURE STATEMENT

OCTOBER 2021

Year to Date			On Order	Full Year			
Actual	Budget	Variance		Forecast	Budget	Variance	
Projects Team							
\$0	\$0	\$0	\$0	Construct Class III Cell Stage 17 - Red Hill Landfill Facility ( 24310/21 )	\$350,000	\$350,000	\$0
\$0	\$150,000	\$150,000	\$0	Design and Construct Class IV Cell Stage 3 - Red Hill Landfill Facility ( 24330/05 )	\$150,000	\$150,000	\$0
\$4,680	\$0	(\$4,680)	\$0	Construct Leachate and Stormwaste Infrastructure and Siltation Ponds - Red Hill Landfill Facility ( 24350/01 )	\$200,000	\$200,000	\$0
\$0	\$0	\$0	\$0	Construct Roads / Carparks - Red Hill Landfill Facility ( 24370/00 )	\$185,500	\$185,500	\$0
\$0	\$90,000	\$90,000	\$0	Construct Access Road to Lots 8 9 10 - Red Hill Landfill Facility ( 24370/02 )	\$130,000	\$130,000	\$0
\$0	\$0	\$0	\$0	Construct Drainage Diversion and Earthworks Infrastructures - Red Hill Landfill Facility ( 24380/00 )	\$100,000	\$100,000	\$0
\$0	\$0	\$0	\$0	Construct Litter Fence - Redhill Landfill Facility ( 24394/05 )	\$50,000	\$50,000	\$0
\$41	\$0	(\$41)	\$111,127	Resource Recovery Park - Noise Control Fencing ( 24394/06 )	\$150,000	\$150,000	\$0
\$11,120	\$55,000	\$43,880	\$7,833	Construct Hardstand and Road - Hazelmere ( 24395/01 )	\$55,000	\$55,000	\$0
\$25,124	\$0	(\$25,124)	\$2,309	Construct FOGO Processing Area - Red Hill Landfill Facility ( 24395/05 )	\$108,460	\$0	(\$108,460)
\$0	\$0	\$0	\$0	Undertake FOGO Reference Site Tours ( 24395/06 )	\$62,500	\$62,500	\$0
\$38,065	\$106,818	\$68,753	\$0	Implementation of the FOGO Recovery Strategy ( 24395/07 )	\$300,000	\$300,000	\$0
\$29,900	\$15,000	(\$14,900)	\$0	Construct Monitoring Bores - Red Hill Landfill Facility ( 24396/00 )	\$70,000	\$70,000	\$0
\$0	\$15,000	\$15,000	\$0	Construct Monitoring Bores - Hazelmere ( 24396/02 )	\$70,000	\$70,000	\$0



# CAPITAL EXPENDITURE STATEMENT

OCTOBER 2021

Year to Date			On Order		Full Year		
Actual	Budget	Variance			Forecast	Budget	Variance
Projects Team							
\$5,858	\$198,284	\$192,427	\$128,571	Wood Waste to Energy Utilities/Infrastructure - HRRP ( 24399/11 )	\$408,754	\$408,754	\$0
\$0	\$0	\$0	\$0	Liquid Waste Project - Red Hill Landfill Facility ( 24399/16 )	\$500,000	\$500,000	\$0
\$431	\$0	(\$431)	\$0	Develop Lots 8 9 & 10 For Future Waste Activities - Red Hill Landfill Facility ( 24399/19 )	\$0	\$0	\$0
\$22,697	\$0	(\$22,697)	\$997	Air Pollution Control Residue Facility (APCR) - Red Hill Landfill Facility ( 24399/21 )	\$2,300,000	\$2,300,000	\$0
\$448	\$125,000	\$124,552	\$250,000	Construct Concrete Pad east of C&I Building - HRRP ( 24399/22 )	\$250,000	\$250,000	\$0
(\$289)	\$50,000	\$50,289	\$0	Extension of Sewer Line from WWtE to Sewer Sump & existing ATU - HRRP ( 24399/23 )	\$200,000	\$200,000	\$0
\$0	\$75,000	\$75,000	\$0	Sewer Line from Lakes Rd to Mary St - HRRP ( 24399/24 )	\$300,000	\$300,000	\$0
\$21,358	\$60,000	\$38,642	\$98,948	Extension of Concrete Pad with Workshop area - HRRP ( 24399/25 )	\$120,000	\$120,000	\$0
\$118	\$100,000	\$99,882	\$0	Noise Barrier for Hammer Mill - HRRP ( 24399/26 )	\$100,000	\$100,000	\$0
\$0	\$50,000	\$50,000	\$0	Digital Sign (DWER Requirement) - HRRP ( 24399/27 )	\$50,000	\$50,000	\$0
\$16,951	\$50,000	\$33,049	\$17,366	Purchase Wood Waste to Energy Plant & Equipment - HRRP ( 24410/03 )	\$103,987	\$103,987	\$0
\$2,800	\$0	(\$2,800)	\$0	Purchase FOGO Processing Plant - Red Hill Landfill Facility ( 24410/10 )	\$0	\$0	\$0
\$7,500	\$0	(\$7,500)	\$0	Regional Waste Collection Project ( 24410/14 )	\$0	\$0	\$0



# CAPITAL EXPENDITURE STATEMENT

OCTOBER 2021

Year to Date			On Order	Full Year			
Actual	Budget	Variance		Forecast	Budget	Variance	
Projects Team							
\$0	\$0	\$0	\$0	Purchase Information Technology & Communication Equipment - Projects ( 24550/02 )	\$25,000	\$25,000	\$0
\$670,004	\$2,567,525	\$1,897,521	\$6,850,808		\$16,485,090	\$12,335,504	(\$4,149,586)
\$1,110,917	\$4,138,025	\$3,027,108	\$7,318,176	TOTAL CAPITAL EXPENDITURE	\$20,482,590	\$16,333,004	(\$4,149,586)



Actual June 2021	Actual Year to Date	(F) = Favourable variation (U) = Unfavourable variation	Full Year			
			Forecast	Budget	Variance	
Current Assets						
\$5,861,145	\$3,677,511	Cash and Cash Equivalents	\$4,010,280	\$4,010,280	\$0	(F)
\$82,123,503	\$77,069,048	Investments	\$61,725,849	\$65,875,435	(\$4,149,586)	(U)
\$3,431,287	\$3,534,167	Trade and Other Receivables	\$2,987,058	\$2,987,058	\$0	(F)
\$36,424	\$35,498	Inventories	\$39,035	\$39,035	\$0	(F)
\$32,382	\$592,320	Other Assets	\$67,382	\$67,382	\$0	(F)
\$91,484,741	\$84,908,544	Total Current Assets	\$68,829,604	\$72,979,190	(\$4,149,586)	(U)
Current Liabilities						
\$12,624,600	\$3,030,191	Trade and Other Payables	\$6,160,299	\$6,160,299	\$0	(F)
\$1,814,744	\$1,814,744	Provisions	\$1,892,645	\$1,892,645	\$0	(F)
\$14,439,344	\$4,844,935	Total Current Liabilities	\$8,052,944	\$8,052,944	\$0	(F)
\$77,045,397	\$80,063,609	Net Current Assets	\$60,776,660	\$64,926,246	(\$4,149,586)	(U)
Non Current Assets						
\$47,850,000	\$47,850,257	Land	\$52,585,907	\$52,585,907	\$0	(F)
\$6,506,875	\$7,961,651	Buildings	\$20,732,961	\$16,583,375	\$4,149,586	(F)
\$21,977,142	\$21,404,369	Structures	\$30,428,680	\$30,428,680	\$0	(F)
\$13,136,462	\$12,723,817	Plant	\$14,867,626	\$14,867,626	\$0	(F)
\$638,147	\$689,359	Equipment	\$1,123,575	\$1,123,575	\$0	(F)
\$126,449	\$132,810	Furniture and Fittings	\$250,604	\$250,604	\$0	(F)
\$25,179,667	\$24,227,826	Work in Progress	\$17,536,763	\$17,536,763	\$0	(F)
\$115,414,742	\$114,990,089	Total Non Current Assets	\$137,526,116	\$133,376,530	\$4,149,586	(F)
Non Current Liabilities						
\$6,707,161	\$6,961,766	Provisions	\$9,039,362	\$9,039,362	\$0	(F)
\$6,707,161	\$6,961,766	Total Non Current Liabilities	\$9,039,362	\$9,039,362	\$0	(F)
\$185,752,978	\$188,091,932	Net Assets	\$189,263,414	\$189,263,414	\$0	(F)
Equity						
\$76,354,391	\$82,641,476	Accumulated Surplus/Deficit	\$84,606,081	\$84,606,081	\$0	(F)
\$65,953,610	\$65,953,610	Cash Backed Reserves	\$64,812,065	\$64,812,065	\$0	(F)
\$37,157,892	\$37,157,892	Asset Revaluation Reserve	\$35,488,596	\$35,488,596	\$0	(F)
\$6,287,085	\$2,338,954	Net change in assets from operations	\$4,356,672	\$4,356,672	\$0	(F)
\$185,752,978	\$188,091,932	Total Equity	\$189,263,414	\$189,263,414	\$0	(F)

## CASH AND INVESTMENTS OCTOBER 2021

Actual June 2021	Actual Year to Date	(F) = Favourable variation (U) = Unfavourable variation	Full Year		
			Forecast	Budget	Variance
Municipal Cash and Investments					
5,857,095	3,673,461	Cash at Bank - Municipal Fund 01001/00	2,006,230	2,006,230	0 (F)
4,050	4,050	Cash on Hand 01019/00 - 02	4,050	4,050	0 (F)
16,046,391	10,906,093	Investments - Municipal Fund 02021/00	2,000,000	2,000,000	0 (F)
21,907,536	14,583,604	Total Municipal Cash	4,010,280	4,010,280	0 (F)
Restricted Cash and Investments					
749,821	751,416	Restricted Investments - Plant and Equipment 02022/01	704,819	704,819	0 (F)
2,943,263	2,949,524	Restricted Investments - Post Closure Site Rehabilitation Red Hill 02022/02	6,090,227	6,090,227	0 (F)
11,460,995	11,485,375	Restricted Investments - Future Development 02022/03	9,086,393	9,086,393	0 (F)
1,349,161	1,352,031	Restricted Investments - Environmental Monitoring Red Hill 02022/04	2,951,545	2,951,545	0 (F)
59,639	59,766	Restricted Investments - Environmental Insurance Red Hill 02022/05	65,714	65,714	0 (F)
15,813	15,847	Restricted Investments - Risk Management 02022/06	16,002	16,002	0 (F)
600,945	602,224	Restricted Investments - Class IV Cells Red Hill 02022/07	551,046	551,046	0 (F)
41,177,833	41,265,427	Restricted Investments - Secondary Waste Processing 02022/09	33,125,787	37,275,373	(4,149,586) (U)
1,158,161	1,160,625	Restricted Investments - Class III Cells 02022/10	2,231,556	2,231,556	0 (F)
79,842	80,012	Restricted Investments - Building Refurbishment (Ascot Place) 02022/11	80,683	80,683	0 (F)
5,325,000	5,336,327	Restricted Investments - EastLink Relocation 02022/19	5,325,000	5,325,000	0 (F)
123,503	69,048	Restricted Investments - Accrued Interest 02022/19	433,707	433,707	0 (F)
1,033,136	1,035,333	Restricted Investments - Long Service Leave 02022/90	1,063,370	1,063,370	0 (F)
66,077,112	66,162,955	Total Restricted Cash	61,725,849	65,875,435	(4,149,586) (U)
87,984,648	80,746,559	TOTAL CASH AND INVESTMENTS	65,736,129	69,885,715	(4,149,586) (U)

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

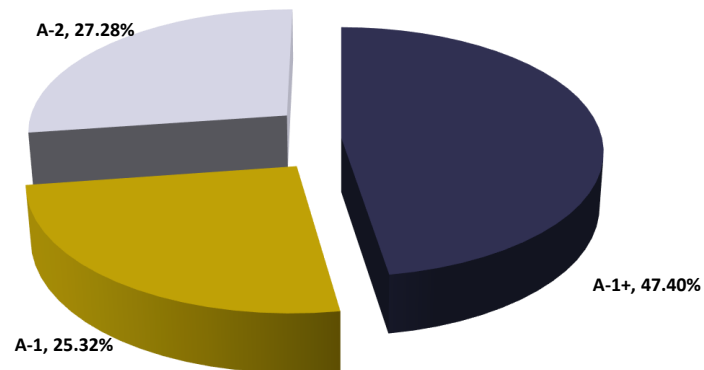
## EMRC Investment Report

October 2021

## I. Overall Portfolio Limits

S&P Long Term Rating	S&P Short Term Rating	% Portfolio	Investment Maximum %
AAA	A-1+	47.40%	100.00%
AA	A-1	25.32%	100.00%
BBB	A-2	27.28%	40.00%
		<u>100.00%</u>	

Investment by S&amp;P Rating



## II. Single Entity Exposure

	S&P Long Term Rating	S&P Short Term Rating	% Portfolio	
AMP	BBB	A-2	12.99%	
ANZ Banking Group	AAA	A-1+	5.19%	
NAB	AAA	A-1+	31.82%	
Westpac / St. George Bank	AAA	A-1+	10.38%	
Suncorp	AA	A-1	3.90%	*
Bank of Queensland	BBB	A-2	14.29%	
Macquarie Bank	AA	A-1	21.43%	
			<u>100.00%</u>	

\* Non-Fossil Fuel ADI (Authorised Deposit Taking Institution)

## III. Term to Maturity Framework

Maturity Profile	Investment Policy Guidelines		
	% Portfolio	% Min	% Max
Less Than 1 Year	100.00%	40%	100%
Greater than 1 year & less than or equal to 3 years	0.00%	0%	60%
		<u>100.00%</u>	

## IV. Fossil Fuel Divestment

	% Portfolio
Non-Fossil Fuel ADI's	3.90%
Fossil Fuel ADI's	96.10%
	<u>100.00%</u>

#### **14.4 CLOSURE OF THE EMRC FACILITIES FOR THE UPCOMING CHRISTMAS/NEW YEAR 2021-2022 AND PUBLIC HOLIDAYS FOR 2022**

**D2021/20488**

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

The purpose of this report is to seek approval from Council for the closure of the EMRC facilities over the 2021/2022 Christmas/New Year period and Public Holidays for 2022.

##### **KEY POINT(S)**

- It is the standard practice for the EMRC Administration Office to close over the Christmas/New Year period.
- Closure of the waste management facilities open to the community is limited over the Christmas/New Year period and all public holidays.

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

That Council approves:

1. The EMRC Administration Office being closed from 5:00pm Friday, 24 December 2021 and on each day thereafter until it re-opens on Tuesday, 4 January 2022 and all public holidays in 2022.
2. The Hazelmere Resource Recovery Park being closed from 3:00pm Friday, 24 December 2021 and on each day thereafter until it re-opens on Tuesday, 4 January 2022 and all public holidays in 2022.
3. The Red Hill Waste Management Facility being closed on Christmas Day (Saturday, 25 December 2021), Boxing Day (Sunday, 26 December 2021), New Year's Day (Saturday, 1 January 2022) and Good Friday (Friday, 15 April 2022).
4. The Mathieson Road Transfer Station (Shire of Mundaring) being closed on Christmas Day (Saturday, 25 December 2021), Boxing Day (Sunday, 26 December 2021), New Year's Day (Saturday, 1 January 2022) and Good Friday (Friday, 15 April 2022).
5. The Coppin Road Transfer Station (Shire of Mundaring) will be closed on Christmas Day (Saturday, 25 December 2021) Boxing Day (Sunday, 26 December 2021) and New Year's Day (Saturday, 1 January 2022).
6. The Baywaste Transfer Station (City of Bayswater) will be closed on Christmas Day (Saturday, 25 December 2021), Boxing Day (Sunday, 26 December 2021), New Year's Day (Saturday, 1 January 2022) and Good Friday (Friday, 15 April 2022).

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

Chief Executive Officer

##### **BACKGROUND**

- 1 Council at its meeting on 8 December 1994 resolved that the Red Hill Waste Management Facility (Red Hill) close on Christmas Day, New Year's Day and Good Friday of each year. Consequently, over the Christmas/New Year period, Red Hill was closed on Christmas Day and New Year's Day. (Ref: DMDOC/148557).
- 2 It has been standard practice in the past to close the EMRC Administration Office during the Christmas and New Year period and to close the Hazelmere Resource Recovery Park (Hazelmere) between Christmas Day and New Year's Day (subject to operational requirements assessed closer to the Christmas/New Year closure period).

- 3 In 2020/2021, the EMRC Administration Office was closed from Thursday, 24 December 2020 and re-opened on Monday 4 January 2021. Hazelmere was also closed during the same period. In consultation with the Shire of Mundaring, the Mathieson Road Transfer Station was closed on Christmas Day (Friday, 25 December 2020) and Boxing Day (Saturday, 26 December 2020). The Coppin Road Transfer Station was closed on Boxing Day (Saturday, 26 December 2020).
- 4 In July 2020, the EMRC began operating the Baywaste Transfer Station on behalf of the City of Bayswater. The Site Agreement states that the facility will close on Christmas Day, New Year's Day and Good Friday annually.

## REPORT

- 5 It is proposed that the EMRC Administration Office be closed from 5:00pm Friday, 24 December 2021 and re-open on Tuesday, 4 January 2022. As most enquiries during this period of closure would relate to waste disposal and can be handled at Red Hill, it is considered that customers and/or the general public will not be inconvenienced by this arrangement.
- 6 There may be a requirement for the Hazelmere Commercial and Industrial (C&I) facility to operate over the Christmas/New Year period. It is also possible that contracted customers may require supply of wood fines during this period. An assessment regarding the closure of Hazelmere over the Christmas and New Year period will therefore be made closer to the Christmas/New Year closure period. If the assessment concludes that there is no operational requirement for Hazelmere to remain open, then the proposal is to close that facility from 3:00pm Friday, 24 December 2021 and re-open on Tuesday, 4 January 2022.
- 7 The EMRC Council previously resolved that Red Hill close on Christmas Day, New Year's Day and Good Friday of each year. It is proposed that this arrangement continues with Red Hill being closed on Christmas Day (Saturday, 25 December 2021) and New Year's Day (Saturday, 1 January 2022) for the upcoming Christmas/New Year period and Good Friday (Friday, 15 April 2022). Due to Boxing Day (Sunday 26 December 2021) falling on a Sunday, it is proposed that Red Hill be closed on this day as an addition to the approved closure dates.
- 8 The EMRC operates the Coppin Road and Mathieson Road Transfer Stations on behalf of the Shire of Mundaring. In consultation with the Shire of Mundaring and in accordance with the Site Management Agreement, the Mathieson Road and Coppin Road Transfer Stations will be closed on Christmas Day, Boxing Day and New Year's Day for the 2020/2021 Christmas and New Year period. Both transfer stations will be closed on Good Friday 2022 (non-trading day Coppin Road).
- 9 The EMRC operates the Baywaste Transfer Station on behalf of the City of Bayswater. In consultation with the City of Bayswater and in accordance with the Site Management Agreement, the Baywaste Transfer Station will be closed on Christmas Day and New Year's Day for the 2021/2022 Christmas and New Year period with the addition of Boxing Day as it falls on a Sunday. The Facility will also be closed on Good Friday 2022.

## STRATEGIC/POLICY IMPLICATIONS

- 10 Key Result Area 3 – Good Governance
  - 3.2 To manage partnerships and relationships with stakeholders
  - 3.3 To provide responsible and accountable governance and management of the EMRC

## FINANCIAL IMPLICATIONS

- 11 Reduction of accrued leave balances

## SUSTAINABILITY IMPLICATIONS

- 12 Nil

**Risk – Ineffective management of customer expectations**

Consequence	Likelihood	Rating
Minor	Possible	Moderate
Action/Strategy		
➤ Ensure that the closure of the sites is gazetted and communicated adequately.		

**MEMBER COUNCIL IMPLICATIONS**

**Member Council**

Town of Bassendean  
 City of Bayswater  
 City of Kalamunda  
 Shire of Mundaring  
 City of Swan

**Implication Details**

Member Councils to note closure dates within the report for the following sites:

- Ascot Administration Office
- Red Hill Waste Management Facility
- Hazelmere Resource Recovery Park
- Mathieson and Coppin Road Transfer Stations
- Baywaste Transfer Station

**ATTACHMENT(S)**

Nil

**VOTING REQUIREMENT**

Simple Majority

**RECOMMENDATION(S)**

That Council approves:

- The EMRC Administration Office being closed from 5:00pm Friday, 24 December 2021 and on each day thereafter until it re-opens on Tuesday, 4 January 2022 and all public holidays in 2022.
- The Hazelmere Resource Recovery Park being closed from 3:00pm Friday, 24 December 2021 and on each day thereafter until it re-opens on Tuesday, 4 January 2022 and all public holidays in 2022.
- The Red Hill Waste Management Facility being closed on Christmas Day (Saturday, 25 December 2021), Boxing Day (Sunday, 26 December 2021), New Year's Day (Saturday, 1 January 2022) and Good Friday (Friday, 15 April 2022).
- The Mathieson Road Transfer Station (Shire of Mundaring) being closed on Christmas Day (Saturday, 25 December 2021), Boxing Day (Sunday, 26 December 2021), New Year's Day (Saturday, 1 January 2022) and Good Friday (Friday, 15 April 2022).
- The Coppin Road Transfer Station (Shire of Mundaring) will be closed on Christmas Day (Saturday, 25 December 2021) Boxing Day (Sunday, 26 December 2021) and New Year's Day (Saturday, 1 January 2022).
- The Baywaste Transfer Station (City of Bayswater) will be closed on Christmas Day (Saturday, 25 December 2021), Boxing Day (Sunday, 26 December 2021), New Year's Day (Saturday, 1 January 2022) and Good Friday (Friday, 15 April 2022).

**COUNCIL RESOLUTION(S)**

MOVED

SECONDED

## 14.5 EMRC STANDING ORDERS LOCAL LAW 2013 REVIEW

**D2021/22013**

### PURPOSE OF REPORT

To inform Council of the requirement of the *Local Government Act 1995* to conduct a review of the *Eastern Metropolitan Regional Council Standing Orders Local Law 2013* (Standing Orders) forming attachment to this report.

### KEY POINT(S)

- Local laws are required to be reviewed within a period of eight (8) years from the day they commenced. EMRC's Standing Orders are now due for review.
- McLeods Barristers & Solicitors has conducted a preliminary review of the Standing Orders and advised that while the current structure is sound, there are a number of minor amendments that should be made.

### RECOMMENDATION(S)

That:

1. In accordance with Section 3.16(1) of the *Local Government Act 1995*, Council commences a review of the *Eastern Metropolitan Regional Council Standing Orders Local Law 2013*
2. In accordance with Section 3.16(2) of the *Local Government Act 1995*, local public notice be given of the EMRC proposing to review the *Eastern Metropolitan Regional Council Standing Orders Local Law 2013*.

### SOURCE OF REPORT

Chief Financial Officer

### BACKGROUND

- 1 Section 3.16 of the *Local Government Act 1995* (the Act) Section 3.16 'Periodic review of local laws' states:  
  
 "(1) Within a period of 8 years from the day when a local law commenced or a report of a review of the local law was accepted under this section, as the case requires, a local government is to carry out a review of the local law to determine whether or not it considers that it should be repealed or amended."
- 2 Under the powers conferred by the Act, the EMRC Council resolved on 21 March 2013 to adopt the *Eastern Metropolitan Regional Council Standing Orders Local Law 2013* which were published in the Government Gazette on 26 June 2013.
- 3 Section 3.16 of the Act stipulates the review process which incorporates the following:
 

S. 3.16 (2) (a)	Giving statewide public notice that the Local Government proposes to review the local law
S. 3.16 (2) (b)	Permitting copies of the local law to be inspected or obtained
S. 3.16 (2) (c)	Allowing 6 weeks from printing of public notice for submissions to be made
S. 3.16 (2a)	Notice to be published and exhibited as though it were a local public notice
S. 3.16 (3)	Local Government to consider any public submissions and prepare a report of the review for Council consideration



S. 3.16 (4) Any determination to repeal or amend the local law to be made by absolute majority

## REPORT

- 4 In accordance with legislative requirements the EMRC is required to commence the review of the *Eastern Metropolitan Regional Council Standing Orders Local Law 2013*.
- 5 Section 3.16 of the Act provides for reviewing the currency and suitability of gazetted local laws – this section cannot be used for amending or repealing legislation. When the outcome of the review finds that it is necessary to change an outdated aspect of the law or that the subsidiary legislation has become defunct or obsolete, the local government must then commence the process outlined in Section 3.12 of the Act to implement any changes.
- 6 A preliminary review of the Standing Orders by EMRC's legal advisor has indicated that the current structure is sound and only minor amendments will be required to ensure consistency with current provisions of the *Local Government Act 1995* and regulations and the requirements of the Joint Standing Committee on Delegated Legislation.
- 7 Once the specified public notice period has expired a report, incorporating a summary of any public submissions received, together with the required amendments mentioned above will be presented to Council for consideration.

## STRATEGIC/POLICY IMPLICATIONS

- 8 Key Result Area – Good Governance  
4.6 To provide responsible and accountable governance and management of the EMRC.

## FINANCIAL IMPLICATIONS

- 9 Nil

## SUSTAINABILITY IMPLICATIONS


- 10 Nil

## RISK MANAGEMENT

**Risk – Failure to comply with section 3.16 of the *Local Government Act 1995* by not conducting the required periodic review of local laws**

Consequence	Likelihood	Rating
Moderate	Unlikely	Moderate
Action/Strategy		
➤ Council to resolve to commence a review of the <i>Eastern Metropolitan Regional Council Standing Orders Local Law 2013</i> pursuant to section 3.16 of the <i>Local Government Act 1995</i>		

## MEMBER COUNCIL IMPLICATIONS

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

## ATTACHMENT(S)

*Eastern Metropolitan Regional Council Standing Orders Local Law 2013 (D2021/23184)*

## VOTING REQUIREMENT

Simple Majority

## RECOMMENDATION(S)

That:

1. In accordance with Section 3.16(1) of the *Local Government Act 1995*, Council commences a review of the *Eastern Metropolitan Regional Council Standing Orders Local Law 2013*
2. In accordance with Section 3.16(2) of the *Local Government Act 1995*, local public notice be given of the EMRC proposing to review the *Eastern Metropolitan Regional Council Standing Orders Local Law 2013*.

## COUNCIL RESOLUTION(S)

MOVED

SECONDED



Advancing Perth's Eastern Region ➞

## Standing Orders Local Law 2013



**For members of Council,  
members of Committees  
and employees**



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## ***Local Government Act 1995***

### **Eastern Metropolitan Regional Council**

## **Standing Orders Local Law 2013**

Under the powers conferred by the *Local Government Act 1995* and all other enabling powers, the Council of the Eastern Metropolitan Regional Council resolved on 21 March 2013 to make the following local law.

### **Part 1 - Preliminary**

#### **1.1 Short title**

- (1) This is the *Eastern Metropolitan Regional Council Standing Orders Local Law 2013*.
- (2) In the clauses that follow, this local law is referred to as “these Standing Orders”.

#### **1.2 Commencement**

This local law commences 14 days after it is published in the *Government Gazette*.

#### **1.3 Application and intent**

- (1) These Standing Orders contain the rules that apply to the conduct of meetings of the Council and its committees.
- (2) All meetings are to be conducted in accordance with the Act, the Regulations and this local law.
- (3) These Standing Orders are intended to result in –
  - (a) better decision making by the Council and its committees;
  - (b) the orderly conduct of meetings;
  - (c) better understanding of the process of conducting meetings; and
  - (d) more efficient and effective use of time at meetings.

#### **1.4 Defined terms**

In these Standing Orders unless the context otherwise requires -

***absolute majority*** has the meaning given to it in the Act;



**Act** means the *Local Government Act 1995*;

**CEO** means the Chief Executive Officer or Acting Chief Executive Officer for the time being of the EMRC;

**Chairman** means the Chairman of the EMRC elected under clause 7.3 of the Establishment Agreement;

**Code of Conduct** means the EMRC's Code of Conduct;

**committee** means a committee of the Council established under section 5.8 of the Act;

**Council** means the Council of the EMRC;.

**Deputy Chairman** means the Deputy Chairman of the EMRC elected under clause 7.3 of the Establishment Agreement;

**deputy member** means a member of the council of a Participant appointed by the Participant under clause 7.1 (5) of the Establishment Agreement to act temporarily in place of a member appointed by that Participant;

**employee** has the same meaning as is given to it in the Act;

**EMRC** means the Eastern Metropolitan Regional Council;

**Establishment Agreement** means the establishment agreement entered into by the Participants in or about June 1998;

**meeting** means a meeting of the Council, or a meeting of a committee, as the context requires;

**member** means a member of the council of a Participant appointed by the Participant under clause 7.1 of the Establishment Agreement to be a member of the Council;

**Participant** means a party to the Establishment Agreement;

**presiding member** means -

- (a) in respect of the Council, the Chairman or other person presiding under section 5.6 of the Act (see clause 3.1); and
- (b) in respect of a committee, the person presiding under sections 5.12, 5.13 and 5.14 of the Act (see clauses 3.4 and 3.5);

**Regulations** means the *Local Government (Administration) Regulations 1996*;

**Rules of Conduct Regulations** means the *Local Government (Rules of Conduct) Regulations 2007*;

**simple majority** means more than 50% of the members present and voting;



**special majority** has the meaning given to it in the Act; and

**substantive motion** means an original motion, or an original motion as amended, but does not include an amendment motion or a procedural motion.

## **1.5 Interpretation**

Unless otherwise defined, the terms used in these Standing Orders have the meaning given to them in the Act and Regulations.

## **1.6 Deputy member**

- (1) If a member is unable to attend a meeting or part of a meeting, a deputy member may attend in place of that member provided that –
  - (a) the deputy member has been appointed by the Participant which appointed the absent member.
  - (b) the deputy member has made a declaration in the prescribed form (under section 2.29 of the Act) before acting in the office.
- (2) While attending a meeting in place of a member, a deputy member has all the powers of that member.

## **1.7 Repeal**

The *Eastern Metropolitan Regional Council Standing Orders Local Law 1998*, published in the *Government Gazette* on 20 September 1999, is repealed.

# **Part 2 - Meetings of the Council and committees**

## **2.1 Ordinary and special Council meetings**

- (1) Ordinary and special Council meetings are dealt with in the Act.
- (2) An ordinary meeting of the Council, held on a monthly basis or otherwise as determined by the Council, is for the purpose of considering and dealing with the ordinary business of the Council.
- (3) A special meeting of the Council is held for the purpose of considering and dealing with Council business that is urgent, complex in nature, for a particular purpose or confidential.

## **2.2 Calling Council meetings**

The calling of Council meetings is dealt with in the Act.

## **2.3 Convening Council meetings**

- (1) The convening of a Council meeting is dealt with in the Act.



- (2) Subject to subclause (3), the CEO is to give at least 48 hours' notice, for the purposes of section 5.5 of the Act, in convening a special meeting of the Council.
- (3) Where, in the opinion of the Chairman or at least 1/3 of the members, there is a need to meet urgently, the CEO may give a lesser period of notice of a special Council meeting

## **2.4 Calling committee meetings**

A meeting of a committee is to be held –

- (a) if called for in a verbal or written request to the CEO by the Chairman or by the presiding member of the committee, setting out the date and purpose of the proposed meeting;
- (b) if called for by at least 1/3 of the members of the committee in a notice to the CEO, setting out the date and purpose of the proposed meeting;
- (c) if called for by the CEO; or
- (d) in accordance with a decision of the Council or the committee.

## **2.5 Public notice of meetings**

Public notice of meetings is dealt with in the Regulations.

## **2.6 Minor irregularity**

The legal effect of a minor irregularity on the validity of a meeting is dealt with in the *Interpretation Act 1984*.

## **Part 3 - Presiding member and quorum**

### **3.1 Who presides**

Who presides at a Council meeting is dealt with in the Act.

### **3.2 When the Deputy Chairman can act**

When the Deputy Chairman can act is dealt with in the Act.

### **3.3 Who acts if no Chairman or Deputy Chairman**

Who acts if there is no Chairman is dealt with in the Act.

### **3.4 Election of presiding members of committees**

The election of presiding members of committees is dealt with in the Act



### **3.5 Election of deputy presiding members of committees**

The election of deputy presiding members of committees is dealt with in the Act

### **3.6 Functions of deputy presiding members**

The functions of deputy presiding members are dealt with in the Act.

### **3.7 Who acts if no presiding member**

Who acts if no presiding member is dealt with in the Act

### **3.8 Quorum for meetings**

The quorum for meetings is dealt with in the Act.

### **3.9 Attendance by means of instantaneous communication**

The circumstances in which a person who is not physically present at a meeting of the Council or a committee is taken to be present at the meeting are dealt with in the Regulations.

### **3.10 Reduction of quorum for Council meetings**

The power of the Minister to reduce the number for a quorum and certain majorities is dealt with in the Act.

### **3.11 Reduction of quorum for committee meetings**

The reduction of a quorum for committee meetings is dealt with in the Act.

### **3.12 Procedure where no quorum to begin a meeting**

The procedure where there is no quorum to begin a meeting is dealt with in the Regulations.

### **3.13 Procedure where quorum not present during a meeting**

If at any time during a meeting a quorum is not present –

- (a) the Chairman or presiding member is immediately to suspend the proceedings of the meeting for a period of up to 15 minutes;
- (b) if a quorum is not present at the expiry of the suspension period under subclause (a), the Chairman or presiding member may either adjourn the meeting to some future time or date or may extend the extension period for a further period of 30 minutes; and
- (c) if a quorum is not present at the expiry of the extended period of suspension under subclause (b), the Chairman or presiding member is to adjourn the meeting to a later time on the same day or to another day.



### **3.14 Names to be recorded**

At any meeting –

- (a) at which there is not a quorum present to begin the meeting; or
- (b) which is adjourned under clause 3.13,

the names of the members then present are to be recorded in the minutes.

## **Part 4 - Business of a meeting**

### **4.1 Business to be specified**

- (1) No business is to be transacted at any ordinary meeting of the Council other than that specified in the agenda, without the approval of the presiding member or a decision of the Council.
- (2) No business is to be transacted at a special meeting of the Council other than that given in the notice as the purpose of the meeting.
- (3) No business is to be transacted at a committee meeting other than that specified in the agenda, or given in the notice of the meeting as the purpose of the meeting, without the approval of the presiding member or a decision of the committee.
- (4) Where a Council meeting is adjourned to the next ordinary meeting of the Council, the business unresolved at the meeting that is adjourned is to be dealt with under item 13 of clause 4.2 at that ordinary meeting.
- (5) Where a committee meeting is adjourned to the next ordinary committee meeting, the business unresolved at the meeting that is adjourned is to be given precedence at that ordinary meeting.
- (6) Where a Council or committee meeting is adjourned to a meeting not described in subclauses (4) or (5), no business is to be transacted at that later meeting other than that -
  - (a) specified in the notice of the meeting that is adjourned; and
  - (b) which remains unresolved.

### **4.2 Order of business**

- (1) Unless otherwise decided by the Council, the order of business at any ordinary meeting of the Council is to be as follows -
  - 1. Declaration of opening and announcement of visitors
  - 2. Record of attendance, apologies and leave of absence (previously approved)



3. Disclosure of interests
  4. Announcements by the Chairman or presiding member without discussion
  5. Response to previous public questions taken on notice
  6. Public question time
  7. Applications for leave of absence
  8. Petitions, deputations and presentations
  9. Confirmation of minutes of previous meetings
  10. Questions by members of which due notice has been given
  11. Questions by members without notice
  12. Announcement of confidential matters for which meetings may be closed to the public
  13. Business not dealt with from a previous meeting
  14. Reports of employees
  15. Reports of committees
  16. Reports of delegates
  17. Members' motions of which previous notice has been given
  18. New business of an urgent nature approved by the Chairman or presiding member or by decision of meeting
  19. Confidential matters for which the meeting may be closed to the public
  20. Future meetings of Council
  21. Declaration of closure of meeting
- (2) Unless otherwise decided by the members present, the order of business at any special meeting of the Council or at a committee meeting is to be the order in which that business stands in the notice of, or agenda for, the meeting.
- (3) Notwithstanding subclauses (1) and (2), the CEO may include on the agenda of a Council or committee meeting in an appropriate place within the order of business any matter which must be decided, or which he or she considers is appropriate to be decided, by that meeting.





#### **4.3 Change to the order of business**

- (1) The Chairman or presiding member may propose a change to the order of business.
- (2) Any member may move that a change in order of business proposed by the Chairman or presiding member not be accepted and, if carried by a majority of members present, the proposed change in order is not to take place.

#### **4.4 Disclosure of Interest**

Written notices of disclosure of interests are to be announced –

- (a) at item 3 of clause 4.2(1); and
- (b) immediately before the matter to which the disclosure relates is discussed.

#### **4.5 Announcements by the Chairman or presiding member**

Announcements by the Chairman or presiding member under item 4 of clause 4.2(1) are –

- (a) to inform the Council or the committee of any matter of interest or relevance to the business of the Council or a committee;
- (b) to be brief and concise; and
- (c) to be completed within 10 minutes.

#### **4.6 Response to previous questions taken on notice**

Where a question is taken on notice, the CEO is to ensure that -

- (a) a written answer is forwarded to the questioner as soon as practicable; and
- (b) a summary of the answer is recorded in the minutes of the following meeting of the Council or committee under item 5 of clause 4.2(1).

#### **4.7 Public question time**

Provisions relating to public question time are set out in Part 5 of these Standing Orders.

#### **4.8 Application for leave of absence**

- (1) A request for leave of absence may be made by a member –
  - (a) verbally at the meeting; or
  - (b) in writing to the CEO before the meeting.



- (2) The grant of leave of absence is dealt with in the Act.

#### **4.9 Petitions, deputations and presentations**

Provisions relating to petitions, deputations and presentations are set out in Part 5 of these Standing Orders.

#### **4.10 Confirmation of minutes of previous meetings**

Provisions relating to minutes are set out in Part 7 of these Standing Orders.

#### **4.11 Questions by members of which due notice has been given**

- (1) A question on notice is to be given by a member in writing to the CEO at least 48 hours before the meeting at which it is asked.
- (2) If the CEO considers that the question breaches or may breach these Standing Orders or any other law –
- (a) the CEO is to refer the question to the Chairman;
  - (b) the Chairman is to exclude the question if he or she concurs with the view of the CEO; and
  - (c) if the question is excluded, the CEO is to give all members, as soon as practicable but not later than the next ordinary meeting, the reasons for the exclusion.
- (3) Notice of a question that is not withdrawn or excluded under subclause (2), together with the answer to that question, are –
- (a) where practicable, to be included in the agenda of the meeting; or
  - (b) otherwise, to be tabled at the meeting.
- (4) Each question and answer is to be submitted as briefly and concisely as possible and, unless with the consent of the Chairman or presiding member, there is to be no discussion on the question or answer.

#### **4.12 Questions without notice**

- (1) In this clause, question includes a request for information.
- (2) At any time during the debate on a motion, before the motion is put, a member may ask a question and, with the consent of the Chairman or the presiding member, may ask one or more further questions.
- (3) A question asked by a member, and a response given by a member or an employee –
- (a) is to be brief and concise; and
  - (b) is not to be accompanied by –



- (i) expressions of opinion, statement of fact or other comment, except where necessary to explain the question or answer; or
  - (ii) any discussion or further question, except with the consent of the Chairman or presiding member.
- (4) Where a question requests information from an employee who is present at the meeting, the employee may ask that -
  - (a) the question be placed on notice for the next meeting of the Council; or
  - (b) the answer to the question be given to the member who asked it prior to the next ordinary meeting of the Council.
- (5) If the answer to the question without notice cannot be given at the meeting at which it is asked, the member asking the question may request that the answer be given to the appropriate committee or Council meeting and the Chairman or presiding member may, if he or she thinks fit, so direct.
- 4.13 Announcement of confidential matters for which meetings may be closed to the public**

Any confidential matters for which the meeting may be closed to the public are to be announced under item 12 of clause 4.2(1).
- 4.14 Business not dealt with from a previous meeting**

The Council is to deal, under item 13 of clause 4.2(1), with any business that was listed on the agenda of a previous meeting and has not been dealt with.
- 4.15 Employee reports**

The Council is to deal, under item 14 of clause 4.2(1), with any employee reports included in the agenda under this item by the CEO.
- 4.16 Reports of committees**

The Council is to deal, under item 15 of clause 4.2(1), with reports of committees.
- 4.17 Reports of delegates**
  - (1) Under item 16 of clause 4.2(1) a member may give a written or oral report on an activity undertaken by the member on behalf of the EMRC.
  - (2) Unless the Council decides otherwise on the grounds of urgency, a report which requires a decision of the Council must be the subject of a written report by or on behalf of the CEO.



- (3) The Chairman or presiding member may declare any report by a member to be out of order and, if he or she does so, the member must immediately cease speaking.

#### **4.18 Members' motions of which previous notice has been given**

- (1) Unless the Act, Regulations or these Standing Orders otherwise provide, a member may raise at a meeting such business of the EMRC as he or she considers appropriate, in the form of a motion, of which notice has been given in writing to the CEO.
- (2) A notice of motion under subclause (1) is to be given at least 4 clear working days before the meeting at which the motion is proposed to be moved.
- (3) A notice of motion must relate to the regional purposes for which the EMRC is established under the Establishment Agreement.
- (4) The CEO -
  - (a) with the concurrence of the Chairman or presiding member, may exclude from the notice paper any notice of motion that he or she considers to be out of order; or
  - (b) may make such amendments to the form, but not the substance, as will bring the notice of motion into due form.
- (5) A notice of motion is not out of order because its subject is considered to be objectionable.
- (6) If a notice of motion is excluded under subclause (4), the CEO is to provide the reason for its exclusion to all members as soon as practicable.
- (7) The CEO may provide relevant and material facts and circumstances relating to the notice of motion on such matters as policy, budget and law.
- (8) A motion of which notice has been given is to lapse unless -
  - (a) the member who gave notice of it, or some other member authorised by him or her in writing, moves the motion when called on; or
  - (b) the Council or committee on a motion decides to defer consideration of the motion to a later stage or date.
- (9) If a notice of motion is given and lapses in the circumstances referred to in subclause (8), a notice of motion in substantially the same terms, or to substantially the same effect, is not to be given again for at least 3 months from the date of the lapse.

#### **4.19 New business of an urgent nature**

- (1) In cases of extreme urgency or other special circumstance, matters may, on the initiative of the Chairman or presiding member or by way of a motion that



is carried by the meeting, be raised without notice and decided by the meeting.

(2) In subclause (1), “cases of extreme urgency or other special circumstances” means matters –

(a) that have arisen after the preparation of the agenda that are considered by the meeting to be of such importance and urgency that they are unable to be dealt with administratively by the EMRC and must be considered and dealt with by the Council before the next meeting; and

(b) that, if not dealt with at the meeting, are likely to –

(i) have a significant adverse effect (financially or otherwise) on the EMRC; or

(ii) result in a contravention of a written law.

(3) Before debate begins on a matter under this clause that is not the subject of a written employee report to the meeting –

(a) the Chairman or presiding member is to ask the CEO to give; and

(b) the CEO, or the CEO’s nominee, is to give,

a verbal report to the meeting.

(4) The minutes of the meeting are to include –

(a) a summary of the verbal report and any recommendations of the CEO or the CEO’s nominee; and

(b) the reasons for any decision made at the meeting that is significantly different from any recommendations of the CEO or the CEO’s nominee.

#### **4.20 Confidential matters for which the meeting may be closed to the public**

Provisions relating to the closure of all or part of the meeting to the public are set out in Part 5 of these Standing Orders.

#### **4.21 Future meetings of Council**

Under item 20 of clause 4.2(1), future meeting dates as previously resolved or amended (in accordance to the Act and Regulations) are to be listed.

#### **4.22 Adoption by exception resolution**

(1) In this clause 'adoption by exception resolution' means –



- (a) a resolution of the Council that has the effect of adopting, for each of a number of specifically identified reports, the committee or employee recommendation as the Council resolution; and
  - (b) a resolution of a committee that has the effect of adopting, for each of a number of specifically identified reports, the employee recommendation as the committee resolution.
- (2) Subject to subclause (3), the Council or a committee may pass an adoption by exception resolution.
- (3) An adoption by exception resolution may not be used for a matter –
  - (a) that requires an absolute majority or a special majority;
  - (b) in which an interest has been disclosed;
  - (c) that has been the subject of a petition or deputation;
  - (d) that is a matter on which a member wishes to make a statement; or
  - (e) that is a matter on which a member wishes to move a motion that is different to the recommendation.

#### **4.23 Closure – time limits for meetings**

- (1) If a meeting of the Council is in progress 3 hours after its commencement –
  - (a) the Chairman or presiding member is to give the Council the opportunity to decide whether the meeting should continue;
  - (b) the meeting may continue –
    - (i) for up to 1 more hour;
    - (ii) only if a motion that the meeting continue is carried; and
    - (iii) only for the time (up to 1 more hour) specified in that motion; and
  - (c) the Chairman or presiding member is to adjourn the meeting –
    - (i) if the motion under paragraph (b) is not carried; or
    - (ii) at the conclusion of any extension specified in a motion that is carried under paragraph (b).
- (2) Subject to subclause (1), each Council and committee meeting is to be closed not later than 11.00pm.



## **Part 5 - Public participation**

### **5.1 Meetings generally open to the public**

Meetings being generally open to the public is dealt with in the Act.

### **5.2 Meetings not open to the public**

- (1) The CEO may, at any time, recommend that a meeting or part of a meeting be closed to members of the public (other than any person specified in a resolution).
- (2) The Council or a committee, in one or more of the circumstances dealt with in the Act, may at any time, by resolution, decide to close to members of the public a meeting or part of a meeting.
- (3) If a resolution under subclause (2) is carried –
  - (a) the presiding member is to direct everyone to leave the meeting except –
    - (i) the members;
    - (ii) the CEO;
    - (iii) any other employee of the EMRC specified in a resolution; and
    - (iv) any other person specified in a resolution; and
  - (b) the meeting is to be closed to the public until, at the conclusion of the matter justifying the closure of the meeting to the public, the Council or the committee, by resolution, decides otherwise.
- (4) A person who fails to comply with a direction under subclause (3) may, by order of the presiding member, be removed from the meeting.
- (5) A resolution under this clause may be made without notice of the relevant motion.
- (6) The CEO may require any person, other than a member or employee, to sign a confidentiality agreement relating to the disclosure of information acquired at a meeting closed to members of the public.
- (7) Unless the Council or the committee resolves otherwise, once the meeting is reopened to members of the public the presiding member is to ensure that –
  - (a) any resolution of the Council or committee made while the meeting was closed is to be read out; and
  - (b) the vote of a member or members is recorded in the minutes.



### **5.3 Question time for the public**

Question time for the public is dealt with in the Act.

### **5.4 Question time for the public at certain meetings**

Question time for the public at certain meetings is dealt with in the Regulations.

### **5.5 Minimum question time for the public**

Minimum question time for the public is dealt with in the Regulations.

### **5.6 Procedures for question time for the public**

Procedures for question time for the public are dealt with in the Regulations.

### **5.7 Other procedures for question time for the public**

- (1) A member of the public who wishes to ask a question during question time must –
  - (a) first state his or her name and address;
  - (b) direct the question to the presiding member;
  - (c) ask the question briefly and concisely;
  - (d) limit any preamble to matters directly relevant to the question; and
  - (e) ensure that the question is not accompanied by any expression of opinion, statement of fact or other comment, except where necessary to explain the question.
- (2) Each member of the public with a question is entitled to ask up to 3 questions before other members of the public will be invited to ask their questions.
- (3) A member of the public may give prior written notice to the CEO of the text or substance of a question that he or she wishes to ask at a meeting.
- (4) Unless the presiding member determines otherwise, a question of which prior written notice has been given to the CEO is to be given priority in question time.
- (5) Where a member of the public gives written notice of a question, the presiding member may determine that the question is to be responded to as normal business correspondence.
- (6) A question may be taken on notice by the Council or committee for later response.
- (7) When a question is taken on notice, the CEO is to ensure that –





- (a) a written response is given to the person who asked the question; and
  - (b) a summary of the response is included in the agenda for the next meeting of the Council or committee.
- (8) Where a question relating to a matter in which a person has an interest is directed to that person, that person is to –
  - (a) declare that he or she has an interest in the matter; and
  - (b) allow another person to respond to the question.
- (9) A response to a question –
  - (a) is to be brief and concise; and
  - (b) is not to be the subject of any discussion, except that if in the opinion of a member, false information or any adverse reflection is contained in any question asked or comments made by a member of the public, then (through the presiding member) the member may correct or clarify the matter.
- (10) Where a response to a question is given at a meeting, a summary of the question and the response is to be included in the minutes.
- (11) The presiding member may decide that a question is not to be responded to where –
  - (a) the same or similar question was asked at a previous meeting, a response was provided and the person who asked the question is directed to the minutes of the meeting at which the response was provided;
  - (b) it is in the form of a statement, provided that the presiding member has taken reasonable steps to assist the person to phrase the statement as a question; or
  - (c) the question is offensive or defamatory in nature, or is one which, if asked by a member, would be in breach of these Meeting Procedures or any other law.
- (12) The Council or committee, by resolution, may agree to extend public question time.

## **5.8 Distinguished visitor**

If a distinguished visitor is present at a meeting of the Council or a committee, the Chairman or presiding member –

- (a) may invite the distinguished visitor to sit beside the Chairman or presiding member or at the Council table;



- (b) may acknowledge the presence of the distinguished visitor at an appropriate time during the meeting; and
- (c) may direct that the presence of the distinguished visitor be recorded in the minutes.

## **5.9 Petitions**

### **(1) A petition must -**

- (a) be addressed to the Chairman;
- (b) be made by electors of the Participants;
- (c) state the request on each page;
- (d) contain the legible names, addresses and signatures of the electors making the request, and the date each elector signed;
- (e) contain a summary of the reasons for the request;
- (f) state the name of the person upon whom, and an address at which, notice to the petitioners can be given;
- (g) be respectful and temperate in its language; and
- (h) comply with any form prescribed by the Act or any other written law.

### **(2) On the presentation of a petition –**

- (a) the member presenting it is confined to reading the petition; and
- (b) the only motion that is in order is that the petition be received and, if necessary, that it be referred for the CEO's report.

### **(3) At any meeting, the Council or committee is not to vote on any matter that is the subject of a petition presented to that meeting, unless –**

- (a) the matter is the subject of a report included in the agenda; and
- (b) the Council or committee has considered the issues raised in the petition.

## **5.10 Deputations**

### **(1) A deputation may be made to the Council or a committee in accordance with this clause.**

### **(2) A person or group who wishes to be received as a deputation by a committee must –**

- (a) apply in writing to the CEO for approval; and



- (b) include with the application information relating to the subject matter to be raised by the deputation in concise terms, but in sufficient detail to provide a general understanding of the purpose of the delegation.
- (3) The CEO is to refer a copy of a summary of the application –
  - (a) to the Chairman – if the request is to attend a Council meeting; or
  - (b) the presiding member – if the request is to attend a committee meeting.
- (4) The Chairman or presiding member (as the case may be) –
  - (a) may approve the request, in which case the CEO is to invite the deputation to attend a meeting of the Council or committee as the case may be; or
  - (b) may ask the CEO to refer the request to the Council or committee to decide whether or not to receive the deputation.
- (5) Unless the meeting resolves otherwise -
  - (a) a deputation is not to exceed 5 people, only 2 of whom may address the meeting, although others may respond to specific questions from the members; and
  - (b) the deputation may address the meeting for up to 15 minutes.
- (6) For the purposes of this clause, a deputation comprises all those people either in favour of, or opposed to, the matter which is the subject of the deputation.
- (7) A matter which is the subject of a deputation to the committee is not to be decided by the committee until the deputation has completed its presentation.
- (8) Where a deputation is to be received by the committee, the person or group comprising of the deputation is to address the meeting at the relevant part in the order of business as detailed in clause 4.2(2).
- (9) Any item of business to be discussed at a committee meeting that is subject of a received deputation, is to be brought forward in the order of business for the meeting as the next item of business after the deputation has been received.

### **5.11 Participation at committee meetings**

- (1) In this clause a reference to a “person” is to a person who –
  - (a) is entitled to attend a committee meeting;



- (b) attends a committee meeting; and
  - (c) is not a member of that committee.
- (2) A member may attend, as an observer, any meeting of a committee of which he or she is not a member or the deputy of a member.
- (3) Without the consent of the presiding member, a person must not address a committee meeting.
- (4) The presiding member of a committee may allow a person to make an oral submission to the committee for up to 3 minutes.
- (5) A person addressing the committee with the consent of the presiding member must cease that address immediately after being directed to do so by the presiding member.
- (6) A person who fails to comply with a direction of the presiding member under subclause (5) may, by order of the presiding member, be removed from the committee room.
- (7) The Council may make a policy dealing with the circumstances in which a person may be given consent to address a committee meeting.

#### **5.12 Public inspection of agenda material**

The right of a member of the public to inspect the documents relating to a Council or committee meeting are dealt with in the Regulations.

#### **5.13 Confidentiality of information withheld**

- (1) Information withheld by the CEO from members of the public under regulation 14(2) of the Regulations is to be -
  - (a) identified in the agenda of a Council or committee meeting under item 19 of clause 4.2(1) (ie “Confidential matters for which the meeting may be closed to the public”);
  - (b) marked “confidential” in the agenda; and
  - (c) kept confidential by members and employees until the Council or committee resolves otherwise.
- (2) A member or an employee who has –
  - (a) confidential information under subclause (1); or
  - (b) information that is provided or disclosed for the purposes of, or during, a meeting or part of a meeting that is closed to the public,



must not disclose any part of that information to any person other than another member or an employee of the Council to the extent necessary for the purpose of carrying out his or her functions.

- (3) Subclause (2) does not prevent a member or employee from disclosing information –
- (a) at a closed meeting;
  - (b) to the extent specified by the Council and subject to such other conditions as the Council decides;
  - (c) that is already in the public domain;
  - (d) to an officer of the Department;
  - (e) to the Minister;
  - (f) to a legal practitioner for the purpose of obtaining legal advice; or
  - (g) if the disclosure is required or permitted by law.

#### **5.14 Recording of proceedings**

- (1) A person must not use any electronic, visual or vocal recording device or instrument to record the proceedings of the Council or a committee without the permission of the Council.
- (2) Subclause (1) does not apply if the record is taken by or at the direction of the CEO, with the permission of the Council or committee.

#### **5.15 Prevention of disturbance**

- (1) A reference in this clause to a “person” is to a person other than a member.
- (2) A person must ensure that his or her electronic communication or information device is not switched on or used during any meeting of the Council or a committee.
- (3) A person addressing the Council or a committee must extend due courtesy and respect to the Council or committee and the processes under which it operates and must comply with any direction by the presiding member.
- (4) A person present at or observing a meeting must not create a disturbance, by interrupting or interfering with the orderly conduct of the proceedings, whether by expressing approval or dissent, by conversing or by any other means.
- (5) The presiding member may warn a person who fails to comply with this clause.
- (6) If –



- (a) after being warned, the person again acts contrary to this clause, or to these Standing Orders; or
- (b) a person refuses or fails to comply with a direction by the presiding member,

the presiding member may expel the person from the meeting by ordering him or her to leave the meeting room.

- (7) A person who is ordered to leave the meeting room and fails to do so may, by order of the presiding member, be removed from the meeting room and, if the presiding member orders, from the premises.

## **Part 6 - Disclosure of interests**

### **6.1 Disclosure of interests**

The requirements for members and employees to disclose financial and other interests, the nature of the interests that must be disclosed, and related matters, are dealt with in the Act, the Regulations, the Rules of Conduct and the Code of Conduct.

### **6.2 Separation of committee recommendations**

Where, at a committee meeting, a member discloses a financial or proximity interest in a matter, and the matter is included in the recommendations (or part of the recommendations) of the committee to a Council or to another committee meeting that will or may be attended by the member, the agenda of that Council or committee meeting is to separate the relevant recommendation (or relevant part of the recommendations) from other recommendations of the committee.

## **Part 7 - Conduct of members**

### **7.1 Official titles to be used**

A speaker, when speaking or referring to the Chairman or Deputy Chairman, or to a member or employee, must use the title of that person's office.

### **7.2 Members to occupy own seats**

- (1) At Council meetings, members must be seated in the positions determined by the Council.
- (2) At committee meetings, committee members must be seated in those positions, if any, that are determined by the relevant committee.



### **7.3 Entering or leaving a meeting**

During the course of a meeting, a member must not enter or leave the meeting without giving an appropriate indication, in order to facilitate the recording in the minutes of the time of entry or departure.

### **7.4 Members who wish to speak**

A member who wishes to speak at a Council meeting –

- (a) must indicate his or her intention to speak by raising his or her hand, or by any other method determined by the Council; and
- (b) when invited by the Chairman or presiding member to speak, must address the meeting through the Chairman or presiding member and, unless otherwise determined by the Council, may either rise or remain seated while speaking.

### **7.5 Priority of speaking**

- (1) At a Council meeting where 2 or more members indicate, at the same time, their intention to speak, the Chairman or presiding member is to decide which member is entitled to be heard first.
- (2) At a committee meeting, the presiding member is first to invite committee members to speak followed by, at the discretion of the presiding member, other members and attendees.
- (3) A decision of the Chairman or presiding member under this clause is not open to discussion or dissent.

### **7.6 The Chairman or presiding member may take part in debates**

- (1) Subject to compliance with the procedures for the debate of motions contained in these Standing Orders, the Chairman or presiding member, without vacating the chair, may take part in a discussion of any matter before the meeting.
- (2) Before the Chairman or presiding member moves a motion or amendment, he or she must first vacate the chair and the Deputy Chairman or other person elected for the purpose is to preside over the meeting while the motion or amendment is being debated and voted upon.

### **7.7 Relevance**

- (1) A member must restrict his or her remarks to the motion or amendment under discussion, or to a personal explanation or point of order.
- (2) The Chairman or presiding member, at any time, may –
  - (a) draw the attention of the meeting to any irrelevant or repetitious remarks by a member; or



(b) direct that member, if speaking, to discontinue his or her speech.

(3) A member must comply with the direction of the presiding member under subclause (2) by immediately ceasing to speak.

### **7.8 Speaking twice**

(1) A member must not address the Council more than once on any motion or amendment except –

(a) as the mover of a substantive motion, to exercise a right of reply;

(b) to raise a point of order; or

(c) to make a personal explanation.

(2) A member who asks a question before speaking has not addressed the meeting for the purposes of this clause.

### **7.9 Duration of speeches**

A member must not speak on any matter for more than 5 minutes without the consent of the meeting which, if given, is to be given without discussion.

### **7.10 No speaking after conclusion of debate**

A member must not speak on any motion or amendment –

(a) after the member has replied; or

(b) after the question has been put.

### **7.11 No interruption**

A member must not interrupt another member who is speaking unless -

(a) to raise a point of order;

(b) to call attention to the absence of a quorum;

(c) to make a personal explanation under clause 7.16; or

(d) to move a procedural motion that the member be no longer heard (see clause 10.1(e)).

### **7.12 Respect for the Chairman or presiding member and speaker**

A member must not –

(a) while a motion is being voted on, walk out of or across the Chamber;  
and





- (b) while any other member is speaking, pass between the speaker and the Chairman or presiding member.

### **7.13 No re-opening of discussion**

A member must not re-open a discussion on any decision of the Council or committee, except to move that the decision be revoked or changed (see Part 14).

### **7.14 Offensive language**

- (1) A member must not reflect adversely on a decision of the Council or a committee except on a motion that the decision be revoked or changed (see Part 14).
- (2) A member must not –
  - (a) reflect adversely on the character or actions of another member or employee;
  - (b) impute any motive to a member or employee; or
  - (c) use an expression that is offensive or objectionable,
- (3) A member must not use offensive or objectionable expressions in reference to any other member, employee or other person.

### **7.15 Withdrawal of offensive language**

A member who, in the opinion of the Chairman or presiding member –

- (a) reflects adversely on the character or actions of another member or employee;
- (b) imputes any motive to a member or employee; or
- (c) uses an expression that is offensive or objectionable,

must, when directed by the Chairman or presiding member, withdraw the reflection, imputation or expression and make a satisfactory apology.

### **7.16 Personal explanation**

- (1) A member who wishes to make a personal explanation relating to a matter referred to by another member who is then speaking must indicate to the Chairman or presiding member his or her intention to make a personal explanation.
- (2) The Chairman or presiding member is to determine whether the personal explanation is to be heard immediately or at the conclusion of the speech by the other member.



- (3) A member making a personal explanation must confine his or her observations to a succinct statement relating to the specific part of the speech at which he or she may have been misunderstood.

## **Part 8 - Preserving Order**

### **8.1 The Chairman or presiding member to preserve order**

The Chairman or presiding member is to preserve order and, whenever he or she considers it necessary, may –

- (a) call a member to order; or
- (b) may direct a member to cease breaching, or to comply with, any of these Standing Orders.

### **8.2 Point of order**

- (1) A member may object, by way of a point of order, only to a breach of –

- (a) any of these Standing Orders; or
- (b) any other written law.

- (2) Examples of valid points of order are –

- (a) a speaker's remarks not being relevant to the motion or amendment being debated (see clause 7.7); and
- (b) a speaker's use of offensive or objectionable expressions (see clause 7.14).

- (3) Despite anything in these Standing Orders to the contrary, a point of order –

- (a) takes precedence over any discussion; and
- (b) until determined, suspends the consideration or discussion of any other matter.

### **8.3 Procedures on a point of order**

- (1) A member who is addressing the Chairman or presiding member must not be interrupted except on a point of order.

- (2) A member interrupted on a point of order must resume his or her seat until –

- (a) the member raising the point of order has been heard; and
- (b) the presiding member has ruled on the point of order,

and, if permitted, the member who has been interrupted may then proceed.



#### **8.4 Ruling by the Chairman or presiding member**

- (1) The Chairman or presiding member is to rule on any point of order which is raised by either upholding or rejecting the point of order.
- (2) A ruling by the presiding member on a point of order is to be final unless the majority of members then present and voting, on a motion moved immediately after the ruling, dissent from the ruling.
- (3) Subject to a motion of dissent being carried under subclause (2), if the presiding member rules that –
  - (a) any motion, amendment or other matter before the meeting is out of order, it is not to be considered further; and
  - (b) a statement made or act done by a member is out of order, the presiding member may direct the member to make an explanation, retraction or apology.

#### **8.5 Continued breach of order**

If a member –

- (a) persists in any conduct that the Chairman or presiding member had ruled is out of order; or
- (b) fails or refuses to comply with a direction from the presiding member (such as a direction under clause 7.7(2)(b), 7.15 or 8.4),

the presiding member may direct the member to refrain from taking any further part in the debate of that item, other than by voting, and the member must comply with that direction.

#### **8.6 Presiding member may adjourn meeting**

- (1) For the purpose of preserving or regaining order, the presiding member may adjourn the meeting for a period of up to 15 minutes.
- (2) On resumption, the debate is to continue at the point at which the meeting was adjourned.
- (3) If, at any one meeting, the presiding member adjourns the meeting more than once for the purpose of preserving or regaining order, the second or subsequent adjournment may be to a later time on the same day or to another day.



## **Part 9 - Debate of substantive motions**

### **9.1 Motions to be stated and in writing**

- (1) A member who wishes to move a substantive motion, or an amendment to a substantive motion –
  - (a) is to state the substance of the motion before speaking to it; and
  - (b) if required by the Chairman or presiding member, is to put the motion or amendment in writing.
- (2) The written terms of the motion or amendment are to be given to the CEO who is to ensure that they are recorded in the minutes.

### **9.2 Motions to be supported**

- (1) A substantive motion or an amendment to a substantive motion is not open to debate until it has been seconded.
- (2) A motion to revoke or change a decision made at a meeting is not open to debate unless the motion has the support required under regulation 10 of the Regulations (see clause 14.1).

### **9.3 Unopposed business**

- (1) Immediately after a substantive motion has been moved and seconded, the Chairman or presiding member may ask the meeting if any member opposes it.
- (2) If no member opposes the motion, the Chairman or presiding member may put the motion directly to the vote.
- (3) If a member opposes the motion, the motion is to be dealt under this Part.
- (4) This clause does not apply to any motion or decision to revoke or change a decision which has been made at a meeting (see Part 14).

### **9.4 Only one substantive motion at a time**

The Council or committee –

- (a) is not to accept a substantive motion while another substantive motion is being debated; and
- (b) is not to consider more than one substantive motion at any time.

### **9.5 Complex motions**

The Chairman or presiding member may require that order a complex substantive motion, or a complex amendment to a substantive motion, is to be broken down and put in the form of more than one motion, each of which is to be put in sequence.



## **9.6 Call of order in debate**

The Chairman or presiding member is to call speakers to a substantive motion in the following order -

- (a) the mover to state the motion;
- (b) a seconder to the motion;
- (c) the mover to speak to the motion;
- (d) the seconder to speak to the motion;
- (e) a speaker against the motion;
- (f) a speaker for the motion;
- (g) other speakers, alternating between those against and for the motion; and
- (h) the mover invited to take the right of reply which closes debate.

## **9.7 Limit of debate**

The Chairman or presiding member may offer the right of reply and put a substantive motion to the vote if he or she considers that sufficient discussion has taken place even though all members may not have spoken.

## **9.8 Members may require motion to be read**

A member may require the motion under discussion to be read at any time during a debate, but not so as to interrupt any other member who is speaking.

## **9.9 Consent of seconder required to amend motion**

The mover of a substantive motion may not amend the motion without the consent of the seconder.

## **9.10 Order of amendments**

Any number of amendments may be proposed to a substantive motion, but when an amendment is moved to a substantive motion, no second or subsequent amendment is to be moved or considered until the first amendment has been withdrawn, lost or carried.

## **9.11 Amendments must not negate original motion**

An amendment to a substantive motion cannot negate the original motion or the intent of the original motion.



## **9.12 Relevance of amendments**

An amendment must be relevant to the substantive motion in respect of which it is moved.

## **9.13 Mover of motion may speak on amendment**

Any member may speak during debate on an amendment.

## **9.14 Effect of an amendment**

If an amendment to a substantive motion is carried, the motion as amended then becomes the substantive motion, on which any member may speak and any further amendment may be moved.

## **9.15 Withdrawal of motion and amendments**

- (1) The Council or a committee may, without debate, grant leave to withdraw a substantive motion or amendment on the request of the mover of the motion or amendment if –
  - (a) it has the approval of the seconder; and
  - (b) there is no voice expressed to the contrary by any member, in which case discussion on the motion or amendment is to continue.
- (2) If either paragraph (a) or (b) of subclause (1) applies, the discussion on the motion or amendment is to continue.
- (3) Where an amendment has been proposed to a substantive motion, the substantive motion is not to be withdrawn, except by consent of the majority of members present, until the amendment proposed has been withdrawn or lost.

## **9.16 Right of reply**

- (1) The mover of a substantive motion has the right of reply.
- (2) The right of the reply may be exercised only –
  - (a) where no amendment is moved to the substantive motion – at the conclusion of the discussion on the motion; or
  - (b) where one or more amendments have been moved to the substantive motion – at the conclusion of the discussion on the substantive motion and any amendments.
- (3) After the mover of the substantive motion has commenced the reply –
  - (a) no other member is to speak on the motion; and
  - (b) there is to be no further discussion on, or any further amendment to, the motion.



- (4) The right of the reply is to be confined to rebutting arguments raised by previous speakers and no new matter is to be introduced.
- (5) At the conclusion of the right of reply, the substantive motion, or the substantive motion as amended, is immediately to be put to the vote.

## **Part 10 - Procedural motions**

### **10.1 Permissible procedural motions**

In addition to the right to move an amendment to a substantive motion (under Part 9), a member may move any of the following procedural motions -

- (a) that the meeting proceed to the next item of business;
- (b) that the item be referred or adjourned to a Council or committee meeting;
- (c) that the meeting now adjourn;
- (d) that the motion be now put;
- (e) that the member be no longer heard;
- (f) that the ruling of the Chairman or presiding member be disagreed with; and
- (g) that the meeting be closed to members of the public (see clause 5.2).

### **10.2 No debate on procedural motion**

- (1) The mover of a motion stated in paragraphs (a), (b), (c), (f) or (g) of clause 10.1 may speak to the motion for not more than 5 minutes, the seconder is not to speak other than to formally second the motion, and there is to be no debate on the motion.
- (2) The mover of a motion stated in paragraphs (d) and (e) of clause 10.1 may not speak to the motion, the seconder is not to speak other than to formally second the motion, and there is to be no debate on the motion.

### **10.3 Who may move**

A person who has moved, seconded, or spoken for or against a substantive motion, or any amendment to a substantive motion, cannot move any procedural motion which, if carried, would close the debate on the substantive motion or amendment.



#### **10.4 Right of reply on substantive motion**

The carrying of a procedural motion which closes debate on the substantive motion or amendment and forces a decision on the substantive motion or amendment does not deny the right of reply to the mover of the substantive motion.

#### **10.5 Meeting to proceed to next item of business**

A motion “that the meeting proceed to the next item of business”, if carried, has the effect that –

- (a) the debate on the substantive motion or amendment ceases immediately; and
- (b) no decision is made on the substantive motion;
- (c) the meeting moves to the next item of business; and
- (d) there is no requirement for the matter to be raised again for consideration.

#### **10.6 Item to be referred or adjourned**

A motion “that the item be adjourned” -

- (a) is to state the time to which the debate is to be adjourned (and the reasons for the motion); and
- (b) if carried, has the effect that all debate on the substantive motion or amendment ceases immediately, but continues at the meeting, and at the time, stated in the motion.

#### **10.7 Meeting now adjourn**

- (1) A member is not to move or second more than one motion of adjournment during the same meeting.
- (2) Before putting a motion for the adjournment, the Chairman or presiding member may seek leave of the meeting to deal first with matters that may be the subject of an adoption by exception resolution (see clause 4.22);
- (3) a motion “that the meeting now adjourn” -
  - (a) is to state the time and date to which the meeting is to be adjourned; and
  - (b) if carried, has the effect that the meeting is adjourned to the time and date specified in the motion.





- (4) A meeting adjourned under subclause (3) is to continue from the point at which it was adjourned, unless the Chairman or presiding member, or the meeting, determines otherwise.

#### **10.8 Motion to be put**

- (1) If a motion “that the motion be now put”, is carried during discussion on a substantive motion without amendment, the Chairman or presiding member to offer the right of reply and then immediately put the motion to the vote without further debate.
- (2) If the motion, “that the motion be now put” is carried during debate of the amendment, the presiding member to put the amendment to the vote without further debate.
- (3) If the motion, “that the motion be now put” is lost, debate is to continue.

#### **10.9 Member to be no longer heard**

If the motion “that the member be no longer heard”, is carried, the speaker against whom the motion has been moved cannot speak further on the current substantive motion, or any amendment relating to it, except to exercise the right of reply if he or she is the mover of the substantive motion.

#### **10.10 Ruling of the Chairman or presiding member be disagreed with**

If the motion “that the ruling of the Chairman or presiding member be disagreed with” is carried, that ruling is to have no effect and the meeting is to proceed accordingly.

### **Part 11 - Voting**

#### **11.1 Motion – when put**

- (1) Immediately after the debate on any motion is concluded and the right of reply has been exercised, the Chairman or presiding member –
  - (a) is to put the motion to the meeting; and ,
  - (b) if requested by any member, is again to state the terms of the motion.
- (2) A member must not leave a meeting when the Chairman or the presiding member is putting any motion.

#### **11.2 Voting**

Voting is dealt with in the Act and the Regulations.



### **11.3 Majorities required for decisions**

The majorities required for decisions of the Council and committees are dealt with in the Act.

### **11.4 Method of taking vote**

In taking the vote on any motion, the presiding member –

- (a) is to put the motion, first in the affirmative, and then in the negative;
- (b) may put the motion in this way as often as may be necessary to enable him or her to determine whether the affirmative or the negative has the majority of votes;
- (c) is to count and determine the votes of members in any way (such as electronically or by a show of hands) that enables a record to be taken of each member's vote; and
- (d) subject to this clause, is to declare the result.

## **Part 12 - Adjournment of meeting**

### **12.1 Meeting may be adjourned**

The Council or a committee may decide to adjourn any meeting to a later time on the same day, or to any other day.

### **12.2 Limit to moving adjournment**

No member is to move or second more than one motion of adjournment during the same meeting of the Council or committee.

### **12.3 Unopposed business – motion for adjournment**

On a motion for the adjournment of the Council or committee, the Chairman or presiding member, before putting the motion, may seek leave of the Council or committee to proceed to the transaction of unopposed business.

### **12.4 Withdrawal of motion for adjournment**

A motion or an amendment relating to the adjournment of the Council or a committee may be withdrawn by the mover, with the consent of the seconder, except that if any member objects to the withdrawal, debate of the motion is to continue.

### **12.5 Time to which adjourned**

The time to which a meeting is adjourned for want of a quorum, by the Chairman or presiding member to regain order, or by decision of the Council,



may be to a specified hour on a particular day or to a time which coincides with the conclusion of another meeting or event on a particular day.

## **Part 13 - Minutes**

### **13.1 Keeping of minutes**

The keeping and confirmation of minutes are dealt with in the Act.

### **13.2 Content of minutes**

The content of minutes is dealt with in the Regulations.

### **13.3 Public inspection of unconfirmed minutes**

The public inspection of unconfirmed minutes is dealt with in the Regulations.

### **13.4 Confirmation of minutes**

- (1) If a member is dissatisfied with the accuracy of the unconfirmed minutes, he or she is to provide to the CEO a written copy of the alternative wording to amend the unconfirmed minutes no later than 3 clear working days before the meeting where the minutes are to be confirmed.
- (2) At that meeting, the member who provided the alternative wording shall, at the time for confirmation of minutes –
  - (a) state the item or items with which he or she is dissatisfied; and
  - (b) propose a motion clearly outlining the alternative wording to amend the minutes.

## **Part 14 - Revoking or changing a decision**

### **14.1 Requirements to revoke or change a decision**

The requirements to revoke or change a decision made at a meeting are dealt with in regulation 10 of the Regulations.

### **14.2 Limitations on powers to revoke or change a decision**

- (1) In this clause –

**"authorisation"** means a licence, permit, approval or other means of authorising a person to do anything; and

**"implement"**, in relation to a decision, includes –

- (a) communicate notice of the decision to a person affected by, or with an interest in, the decision; and



- (b) take any other action to give effect to the decision.
- (2) Subject to subclause (3), the Council or a committee is not to consider a motion to revoke or change a decision –
  - (a) where, at the time the motion is moved or notice is given, any action has been taken under clause 12.4 to implement the decision;
  - (b) where the decision concerns the grant of an authorisation, and where that authorisation has been communicated in writing by the EMRC to the applicant; or
  - (c) where the decision is procedural in its form or effect.
- (3) The Council or a committee may consider a motion to revoke or change a decision of the kind described in subclause (2)(a) or (b) if the motion is accompanied by a written statement, by or on behalf of the CEO, of the legal and financial consequences of the motion being carried.

## **Part 15 - Committees**

### **15.1 Establishment and appointment of committees**

- (1) The establishment of committees is dealt with in the Act.
- (2) A Council resolution to establish a committee under section 5.8 of the Act is to include -
  - (a) the terms of reference or functions of the committee;
  - (b) either –
    - (i) the names or titles of the members, employees and any other persons to be appointed to the committee; or
    - (ii) the number of members, employees and other persons to be appointed to the committee and a provision that they be appointed under a separate resolution; and
  - (c) details of the delegation of any powers or duties to the committee under section 5.16 of the Act.

### **15.2 Types of committees**

The types of committees are dealt with in the Act.

### **15.3 Delegation of some powers and duties to certain committees**

The delegation of some powers and duties to certain committees is dealt with in the Act.



#### **15.4 Limits on delegation of powers and duties to certain committees**

The limits on the delegation of powers and duties to certain committees are dealt with in the Act.

#### **15.5 Appointment of committee members**

The appointment of committee members is dealt with in the Act.

#### **15.6 Tenure of committee membership**

Tenure of committee membership is dealt with in the Act.

#### **15.7 Appointment of deputies**

The appointment of a person to be a deputy of a member of committee is dealt with in the Act.

#### **15.8 Resignation of committee members**

The resignation of committee members is dealt with in the Regulations.

#### **15.9 Register of delegations to committees**

The register of delegations to committees is dealt with in the Act.

#### **15.10 Appointment of Participant members to committees**

- (1) Where the Council establishes a committee with a member from a Participant, the appointment of that member must be made according to the wishes of the Participant.
- (2) Where the members of a committee established by the Council is to include an employee of a Participant, that employee is to be the CEO of the Participant or an employee appointed by the CEO of the Participant.

#### **15.11 Reports of committees – questions**

Where a recommendation of a committee is submitted for adoption by the Council, any member of the Council may direct a question directly relating to the recommendation, through the Chairman or presiding member, to the presiding member of the committee or to any member of the committee in attendance.

#### **15.12 Permissible motions on committee recommendations**

A recommendation made a committee may -

- (a) be adopted by the Council without amendment;
- (b) be rejected by the Council and replaced by an alternative decision;
- (c) be amended, and adopted as amended, by the Council; or



- (d) referred back to the committee for further consideration.

### **15.13 Standing Orders to apply**

These Standing Orders apply generally to the proceedings of committees except for -

- (a) clause 7.2, in relation to seating; and
- (b) clause 7.8, in relation to the limit on the number of speeches.

## **Part 16 - Administrative matters**

### **16.1 Suspension of Standing Orders**

- (1) The Council or a committee may decide, by simple majority vote, to suspend temporarily one or more of the Standing Orders.
- (2) The mover of a motion to suspend temporarily any one or more of the Standing Orders is to state the clause or clauses to be suspended, and the purpose of the suspension.
- (3) A Standing Order so suspended is to remain suspended until decided otherwise by the Council or the committee.

### **16.2 Cases not provided for in Standing Orders**

- (1) The Chairman or presiding member is to decide questions of procedure in cases where these Standing Orders and the Act and Regulations are silent.
- (2) The decision of the Chairman or presiding member in these cases is final, except where a motion is moved and carried under clause 10.1(f).

### **16.3 Representation of public bodies**

Wherever it becomes necessary to nominate a member of the Council to represent the Council on a public body or State agency, that nomination must be made by the Council.

## **Part 17 - Enforcement**

### **17.1 Penalty for breach**

A person who breaches a provision of these Standing Orders commits an offence.

Penalty: \$1,000 and a daily penalty of \$500.

### **17.2 Who can prosecute**

Who can prosecute is dealt with in the Act.



## **Part 18 - Common seal**

### **18.1 Custody of the common seal**

The CEO is to have charge of the common seal of the EMRC, and is responsible for the safe custody and proper use of it.

### **18.2 Use of the common seal**

The use of the common seal is dealt with in the Act.

### **18.3 Recording of common seal uses**

The CEO is to record in a register each instance where the common seal of the EMRC was affixed to a document including -

- (a) the date on which it was affixed;
- (b) the nature of the document; and
- (c) where the document is an agreement, the parties to that agreement.

This local law was made by the EMRC at an Ordinary Meeting held on 21 March 2013.

Signature:

PRINTED NAME:

Public Office:

Administering Authority:

CR ALAN PILGRIM

Chairman

Eastern Metropolitan Regional Council

PETER B. SCHNEIDER

Chief Executive Officer

Gazetted Wednesday 26 June 2013 Number 103

## 14.6 REVIEW OF COUNCIL POLICY 2.1 – COMMITTEES OF COUNCIL

D2021/23186

### PURPOSE OF REPORT

The purpose of this report is to review Council Policy 2.1 – Committees of Council Policy.

### KEY POINT(S)

- Council Policy 2.1 – Committees of Council Policy was last reviewed at the meeting of Council held on 25 March 2021.
- It is proposed that the existing policy, as revised with minor amendments, be adopted.

### RECOMMENDATION(S)

That:

1. Revised EMRC Policy 2.1 – Committees of Council Policy forming attachment 2 to this report be adopted by Council.
2. EMRC Policy 2.1 – Committees of Council Policy be next reviewed in the twelve months following the ordinary election day in 2023.

### SOURCE OF REPORT

Chief Financial Officer

### BACKGROUND

- 1 The Legal Committee was established for a period of up to nine (9) months, expiring in October 2021.
- 2 Following the establishment of the Legal Committee in February 2021 and its associated terms of reference, the EMRC Policy 2.1 Committees of Council Policy was last reviewed at the meeting of Council held on 25 March 2021 (Ref: D2021/03904).
- 3 There is a requirement for the Legal Committee to exist post October 2021 to continue dealing with matters of a legal nature.
- 4 At the 21 September 2021 meeting of Council, Council resolved:  
*THAT COUNCIL*
  1. *EXTENDS THE TENURE OF THE LEGAL COMMITTEE FOLLOWING THE LOCAL GOVERNMENT ELECTIONS IN OCTOBER 2021 UNTIL SUCH TIME THAT THE CURRENT LEGAL MATTER IS RESOLVED.*
  2. *ADOPT AN AMENDED LEGAL COMMITTEE TERMS OF REFERENCE FORMING ATTACHMENT NO.2 TO THIS NOTICE.*

### REPORT

- 5 The policies of the EMRC, determined by Council as required by section 2.7(2)(b) of the *Local Government Act 1995* (the Act), guide and inform management and the public about key Council principles. It is important that policies are reviewed periodically and amended where necessary.
- 6 A review of the existing policy has been undertaken with the following objectives used as a basis for undertaking the review:
  - To ensure that the policy meets the definition of a policy;



- To incorporate in the policy appropriate amendments to account for changes in details such as dates, times and values since the last review;
  - To realign the policy with the adopted EMRC 10 Year Strategic Plan 2017 – 2027 under the heading 'Strategic Plan Objective'; and
  - To ensure the policy is contemporary and appropriate for the Council.
- 7 The three main actions undertaken when reviewing a policy include:
- Maintain the current policy without amendment;
  - Maintain the policy with amendments; and
  - Delete the policy if it is no longer required, for example if these are covered under the *Local Government Act 1995* and regulations or has been incorporated into another policy.
- 8 Following the resolution of Council to extend the tenure of the Legal Committee, the revised Council Policy 2.1 – Committees of Council Policy has been updated to remove the following from the wording of the Policy under the 'Legal Committee heading':
- "Members will be appointed to the inaugural Legal Committee for a term of up to nine months, expiring in October 2021"*
- 9 The remaining wording of the Policy has also been reviewed and is to remain unchanged.

#### STRATEGIC/POLICY IMPLICATIONS

- 10 Key Result Area 3 – Good Governance
- 3.3 To provide responsible and accountable governance and management of the EMRC.

#### FINANCIAL IMPLICATIONS

- 11 Nil

#### SUSTAINABILITY IMPLICATIONS

- 12 The policy under review contributes to sustainability by informing management and the public about key Council principles.

#### RISK MANAGEMENT

Risk – Non Compliance with Local Government Act and Administration Regulations.		
Consequence	Likelihood	Rating
Moderate	Unlikely	Moderate
Action/Strategy		
➤ Council to adopt the new and revised Council policy 2.1 – Committees of Council Policy		

## MEMBER COUNCIL IMPLICATIONS

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

## ATTACHMENT(S)

- 1 Policy 2.1 – Committees of Council Policy with tracked changes (D2021/21937)
- 2 Revised Policy 2.1 - Committees of Council Policy (D2021/21334)

## VOTING REQUIREMENT

Simple Majority

## RECOMMENDATION(S)

That:

1. Revised EMRC Policy 2.1 – Committees of Council Policy forming attachment 2 to this report be adopted by Council.
2. EMRC Policy 2.1 – Committees of Council Policy be next reviewed in the twelve months following the ordinary election day in 2023.

## COUNCIL RESOLUTION(S)

MOVED

SECONDED



# Council Policy 2.1

## Committees of Council

### Strategic Plan Objective

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

### Purpose

This policy outlines the governance of the following Council approved committees:

- Audit Committee (AC);
- Chief Executive Officer Performance Review Committee (CEOPRC); and
- Legal Committee (LC)

The committees are designed to play an important part in the corporate decision-making process on a variety of matters and are designed to report on recommendations to Council of an advisory nature.

### Legislation

*Local Government Act 1995*

*Local Government (Administration) Regulations 1996*

*EMRC Standing Orders Local Laws 2013*

### Policy Statement

#### Formation of Committees

EMRC Committees are established by Council for the purpose of providing advice and technical expertise on issues relevant to the EMRC Council.

Council will maintain an Audit Committee, a Chief Executive Officer Performance Review Committee and a Legal Committee and determine a Terms of Reference for each of the established committees.

#### Audit Committee (AC)

Membership of the AC will comprise of one council member from each of the participant member councils and the committee will have a Terms of Reference as amended from time to time by Council approval.

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

#### Chief Executive Officer Performance Review Committee (CEOPRC)

Membership of the CEOPRC will comprise of council members only and the committee will have a Terms of Reference as amended from time to time by Council approval.

No deputy members are appointed to the CEOPRC as the continuity of members during the annual performance review is important in ensuring that a fair and objective process is achieved.

#### **Legal Committee (LC)**

The Legal Committee will comprise of council members, deputy members and second deputy members, as appointed by Council and will have a Terms of Reference as amended from time to time by Council approval.

~~Members will be appointed to the inaugural Legal Committee for a term of up to nine months, expiring in October 2021.~~

#### **Attendance Management**

The meetings are to take place in person (face to face) where possible. However, teleconferencing, videoconferencing and other electronic means will be used when necessary.

If officers from member councils attend EMRC committee meetings, they are to have the status of observer.

### **Financial Considerations**

Nil

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**Adopted/Reviewed**

**25 March 2021**

**Next Review**

**Following the Local Government elections in 2021**

**Responsible Unit**

**CEO's Office**



# Council Policy 2.1

## Committees of Council

### Strategic Plan Objective

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

### Purpose

This policy outlines the governance of the following Council approved committees:

- Audit Committee (AC);
- Chief Executive Officer Performance Review Committee (CEOPRC); and
- Legal Committee (LC)

The committees are designed to play an important part in the corporate decision-making process on a variety of matters and are designed to report on recommendations to Council of an advisory nature.

### Legislation

*Local Government Act 1995*

*Local Government (Administration) Regulations 1996*

*EMRC Standing Orders Local Laws 2013*

### Policy Statement

#### Formation of Committees

EMRC Committees are established by Council for the purpose of providing advice and technical expertise on issues relevant to the EMRC Council.

Council will maintain an Audit Committee, a Chief Executive Officer Performance Review Committee and a Legal Committee and determine a Terms of Reference for each of the established committees.

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No deputy members are appointed to the CEOPRC as the continuity of members during the annual performance review is important in ensuring that a fair and objective process is achieved.

#### **Legal Committee (LC)**

The Legal Committee will comprise of council members, deputy members and second deputy members, as appointed by Council and will have a Terms of Reference as amended from time to time by Council approval.

#### **Attendance Management**

The meetings are to take place in person (face to face) where possible. However, teleconferencing, videoconferencing and other electronic means will be used when necessary.

If officers from member councils attend EMRC committee meetings, they are to have the status of observer.

#### **Financial Considerations**

Nil

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**Adopted/Reviewed**

**25 March 2021**

**Next Review**

**Following the Local Government elections in 2021**

**Responsible Unit**

**CEO's Office**

## **14.7 SUSTAINABILITY TEAM PROGRAM FOR 2022/2023**

**D2021/23189**

### **PURPOSE OF REPORT**

The purpose of this report is to provide Council with the Sustainability Team Program 2022/2023 for noting.

### **KEY POINT(S)**

- The Sustainability Team Projects Proposal for 2022/2023 has been developed and is attached for Council's consideration.
- The Proposal covers the areas of Urban Environment, Waste Education and Regional Advocacy.
- Net Zero will be the overarching theme for existing programs such as Achieving Carbon Emissions Reduction (ACER); Water and Energy programs, Future Proofing and new initiatives such as LED Street lights conversions and other supported initiatives.
- There is a strong focus on aligning projects with the United Nations Sustainable Development Goals (SDGs).
- There is also a strong focus on working towards achieving Net Zero through Circularity.
- State and federal government and other stakeholder funding will also continue to be sought to help fund and guide future delivery of projects in the region.

### **RECOMMENDATION(S)**

That Council notes the programs outlined in the Sustainability Team Program for 2022/2023, forming the attachment to this report, which will form the basis of discussion with member Council CEOs.

### **SOURCE OF REPORT**

Chief Sustainability Officer

### **BACKGROUND**

- 1 The Sustainability Team was previously known as the Regional Services Directorate takes a regionally based approach in terms of project delivery to member Councils (and other local governments on a fee for service basis). The EMRC also advocates on behalf of the Region in accordance with the former Regional Advocacy Strategy and in accordance with Council decisions. The projects have varied in response to the needs of member Councils and emerging regional issues that are deemed appropriate to be dealt with on a regional scale.
- 2 Project delivery is driven through an annual process aligned with the EMRC's Corporate Business Plan and its quarterly reporting and also the annual budget cycle.
- 3 The previous strategies outlined below have assisted to guide project delivery across the region:
  - Regional Advocacy Strategy 2016 – 2020;
  - Regional Environment Strategy 2016 – 2020;
  - Regional Economic Development Strategy 2017 – 2021; and
  - Regional Integrated Transport Strategy 2017 – 2021.

- 4 During 2021/2022 these strategies will be merged into one overarching EMRC Sustainability Strategy that covers the entire EMRC operations.

## REPORT

- 5 The Sustainability Team Program demonstrates continued delivery of current projects and proposed delivery of new programs for 2022/2023. Agreed projects will be funded via a mix of funding from the EMRC, participating member Council contributions and grant funding where possible.
- 6 Program delivery is managed by the EMRC in collaboration with participating member Councils.
- 7 Member Councils indicative support for individual projects within the overall program and associated financial contributions area is required. The projects and associated funding commitments are finalised after consultation with member Council CEOs and their relevant staff.

## STRATEGIC/POLICY IMPLICATIONS

- 8 Key Result Area 1 – Environmental Sustainability
  - 1.2 To improve regional waste management
  - 1.5 To contribute towards improved amenity, conservation and support of the natural environment and to address climate change
- 9 Key Result Area 2 – Economic Development
  - 2.1 To facilitate and advocate for increased investment in regional infrastructure
  - 2.2 To facilitate and advocate for regional economic development activities
  - 2.3 To facilitate regional cultural and recreational activities
- 10 Key Result Area 3 – Good Governance
  - 3.1 To provide advice and advocacy on issues affecting Perth's Eastern Region
  - 3.2 To manage partnerships and relationships with stakeholders

## FINANCIAL IMPLICATIONS

- 11 The funding to facilitate the Sustainability Teams projects and services is developed and agreed with member Councils as part of the annual budget process.

## SUSTAINABILITY IMPLICATIONS

- 12 The Sustainability Team operates to pursue environmental, economic and social outcomes for Perth's Eastern Region. In pursuit of these objectives, sustainability considerations are also integrated wherever possible in all activities undertaken by the directorate.



## RISK MANAGEMENT

Risk – Reduced grant funding and a lack of interest from member Councils in Sustainability Programs		
Consequence	Likelihood	Rating
Moderate	Likely	High
Action/Strategy		
➤ EMRC to actively pursue grant funding opportunities and to liaise with member Councils to ensure maximum participation.		

## MEMBER COUNCIL IMPLICATIONS

### Member Council

Town of Bassendean  
City of Bayswater  
City of Kalamunda  
Shire of Mundaring  
City of Swan

### Implication Details

Participating member Councils officer time may be required when working collaboratively with the Sustainability Team.

## ATTACHMENT(S)

Sustainability Team Projects Proposal 2022/2023 (D2021/23190)

## VOTING REQUIREMENT

Simple Majority

## RECOMMENDATION(S)

That Council notes the programs outlined in the Sustainability Team Projects Proposal 2022/2023, forming the attachment to this report, which will form the basis of discussion with member Council CEOs.

## COUNCIL RESOLUTION(S)

MOVED

SECONDED



# Eastern Metropolitan Regional Council

## Sustainability Team

### Program 2022/2023

#### Urban Environment and Waste Education Services

#### SUSTAINABLE DEVELOPMENT GOALS



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## 1 Introduction

This Sustainability Team Program 2022/2023 comprises Urban Environment and Waste Education services and programs and also highlights regional advocacy across a range of sustainability issues.

### 1.1 Sustainability Team

The Sustainability Team comprises of the Urban Environment Team and Waste Education Services Team. The Urban Environment Team delivers sustainability services associated with working towards Net Zero carbon emissions, energy efficiency, water conservation, climate change mitigation and adaptation, sustainable and integrated transport, economic development and the circular economy. The Waste Education Services Team delivers a range of services focused on avoiding and reducing waste generation in households, communities and businesses. The behaviour change programs offered include Earth Carers, bin tagging, workshops, FOGO (Food Organics Garden Organics) implementation support, and Red Hill Waste Management Facility tours. Other education offerings include community engagement and event support, producing waste and recycling guides, battery and CFL collection program, Culturally And Linguistically Diverse (CALD) brochures, waste plans, and loan boxes.

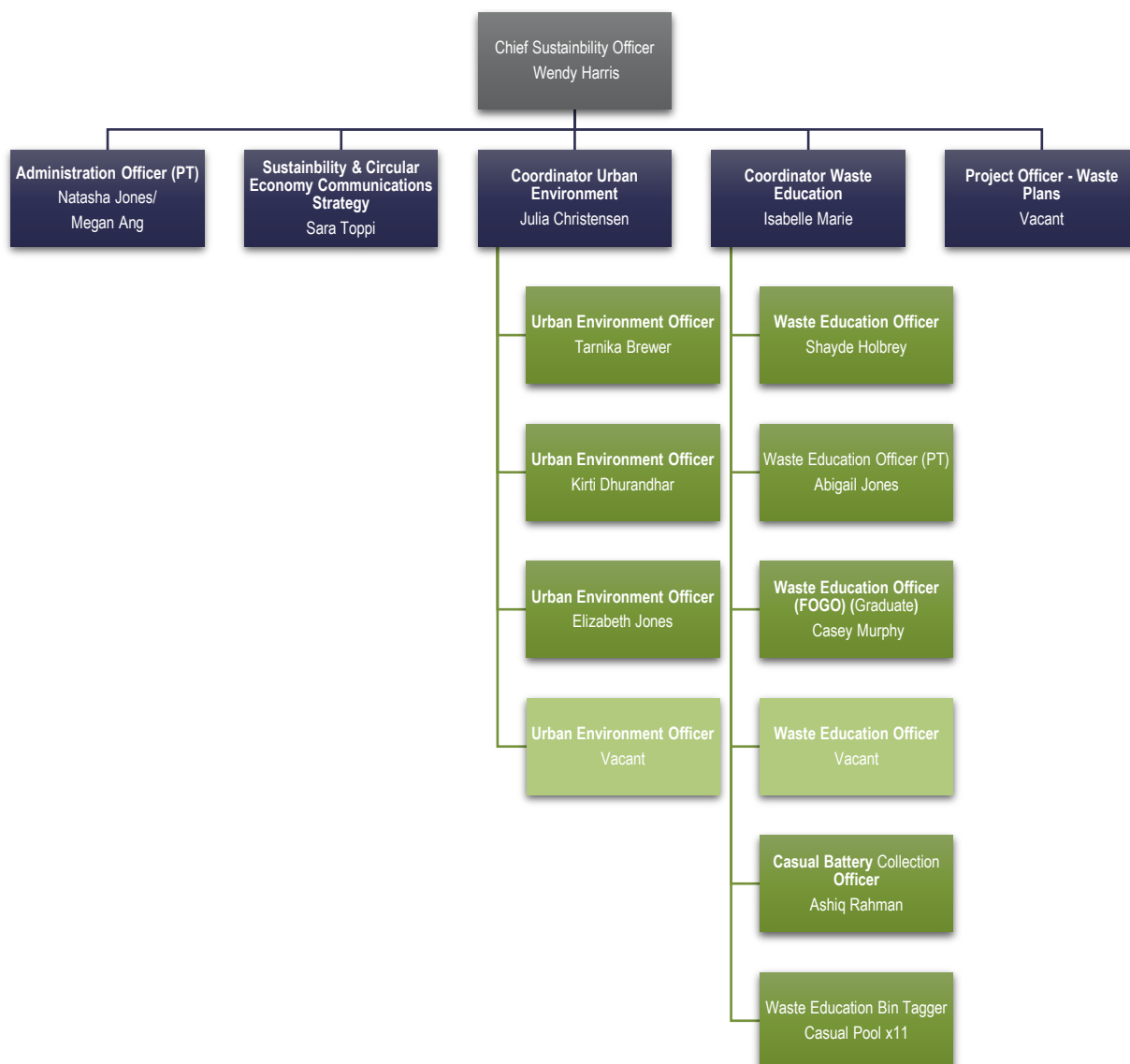


Figure 1: Sustainability Team organisational structure 2021.

## 1.2 Strategic Context

The Sustainability Team work to deliver the objectives within the draft EMRC Sustainability Strategy. The draft Strategy is aligned with the UN Sustainable Development Goals (SDG's) and the EMRC's 10 Year Strategic Plan 2017-2027 objectives. These objectives are embedded in the annual EMRC Corporate Business Plan, with associated delivery costs included in the annual budget. Alignment of these strategic documents with the SDG's enables the EMRC and its member Councils to collaboratively progress regional sustainability against a globally recognised framework.

Additionally, the Waste Education Services Team is guided by the objectives of the WA Waste Avoidance and Resource Recovery (WARR) Strategy 2030. The Strategy's vision is that *'Western Australia will become a sustainable, low-waste, circular economy in which human health and the environment are protected from the impacts of waste'*. The Strategy directly aligns with the Waste Education Services team and the EMRC's sustainability strategy vision to deliver circularity initiatives via education for the Region and broader community.

### 1.1.1 EMRC Draft Sustainability Strategy

#### ⇒ Our Sustainability Vision

- ↳ Promoting sustainable waste management and a transition to a circular economy

#### ⇒ Objectives

- ↳ Demonstrate circular economy leadership
- ↳ Respond to a climate emergency
- ↳ Reduce our environmental impact
- ↳ Create value in the community

## 1.2 Reporting

The Sustainability Team report program progress via the EMRC Corporate Business Plan quarterly reports and quarterly Sustainability Team activity report to Council.

As of 2022/2023, the Urban Environment Team will be offering a new service to member Councils to provide a Sustainable Development Goals Annual Report Card (further information below).

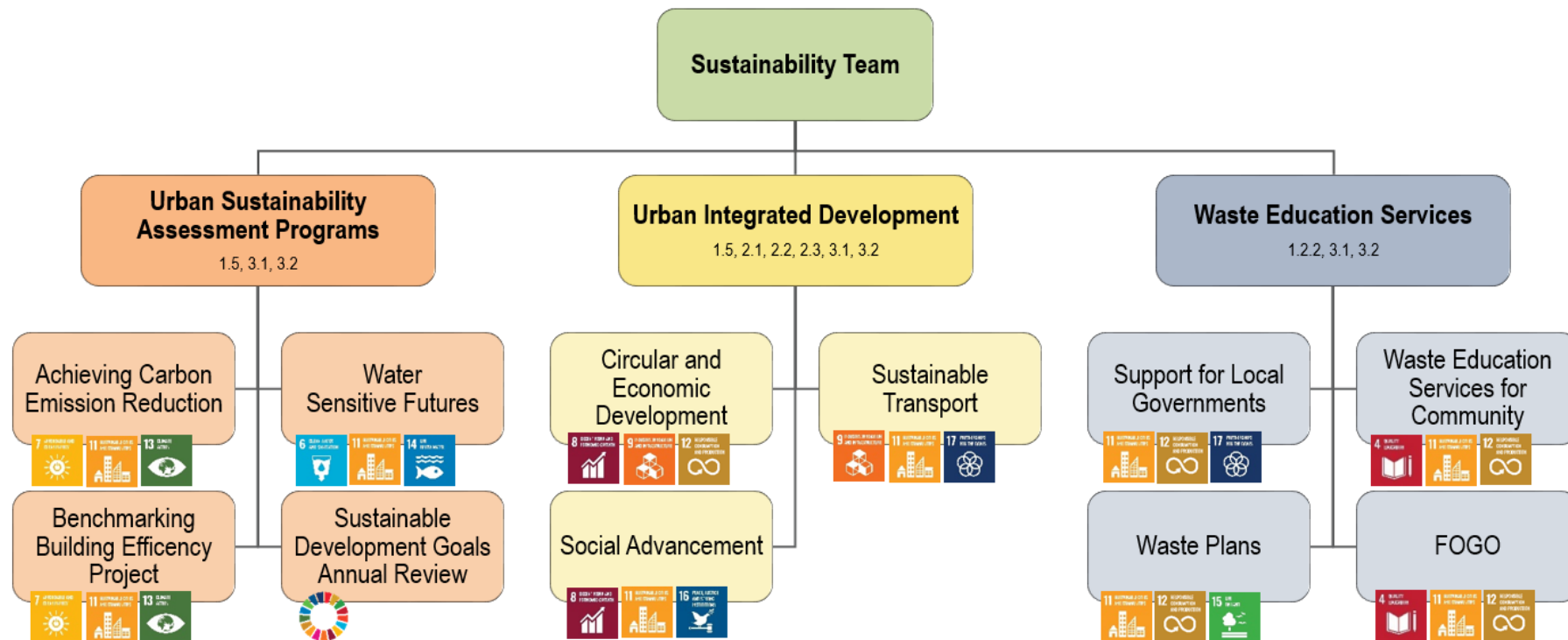


Figure 2: Sustainability Team program overview aligned with the EMRC Corporate Business Plan objectives and the Sustainable Development Goals.

## 2 Funding Summary

To achieve sustainability outcomes and align with the EMRC Strategic Review and the new Sustainability Strategy, programs and projects are grouped in a way to allow more flexibility for participation and ensure ongoing value for each Council, while acknowledging the varying needs of member Councils.

Where possible, the EMRC aims to tailor services to the individual needs of member Councils, either through an ongoing program or as a fee for service project. A bespoke package can be negotiated and costed accordingly.

Table 1: EMRC Sustainability Team Funding Summary.

Program	Town of Bassendean (\$)	City of Bayswater (\$)	City of Kalamunda (\$)	Shire of Mundaring (\$)	City of Swan (\$)
<b>Urban Sustainability Assessment Programs</b>					
<b>ACER Program</b> – Data Management	\$4,000	X	X	\$4,000	X
<b>ACER Program</b> – Climate, Energy and Emission Actions	\$6,000	X	X	\$6,000	X
<b>Water Sensitive Futures</b> - Data Management	\$4,000	X	X	\$4,000	X
<b>Water Sensitive Futures</b> - Water Sensitive Actions	\$7,200	X	X	\$7,200	\$9,100
<b>Water Sensitive Futures</b> - Waterwise Council Accreditation	\$7,010	X	X	\$7,010	\$7,010
<b>Future BBE</b>	TBC	TBC	TBC	TBC	TBC
<b>Future BBE</b> - CEFF grant (TBA) <sup>1</sup>	*	*	X	*	X
<b>SDG Annual Review *NEW*</b>	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000
<b>Urban Integrated Development</b>					
<b>Sustainable Transport</b>	N/A	N/A	N/A	N/A	N/A
<b>Circular and Economic Development</b>	N/A	N/A	N/A	N/A	N/A
<b>Social Advancement</b> – Avon	\$2,210	\$4,450	X	X	\$7,740
<b>Complimentary:</b>					
▪ Social Advancement – Social Priorities	N/A	N/A	N/A	N/A	N/A
▪ Advisory Groups					
▪ Regional Advocacy					
<b>Waste Education Services</b>					
<b>Waste Education</b> <sup>2</sup>	N/A	N/A	N/A	N/A	N/A
<b>Waste Plans</b> <sup>3</sup>	N/A	N/A	N/A	N/A	N/A
<b>FOGO</b> <sup>4</sup> (rollout support)	N/A	N/A	N/A	N/A	N/A
<b>2022/2023 Total Proposed Member Council Contributions</b>	<b>\$34,420</b>	<b>\$8,450</b>	<b>\$4,000</b>	<b>\$32,210</b>	<b>\$27,850</b>

X – Not currently participating. A cost can be negotiated with interested councils.

TBC – Details to be confirmed.

N/A – Cost not applicable

<sup>1</sup> Successful Clean Energy Future Fund (CEFF) grant applications are due to be announced in December 2021. Participating Councils are aware of their contribution commitments which equate to 75% of their project's total cost.

<sup>2</sup> Waste Education services are funded by the Waste Education Levy which currently equates to 4% of the gate fee at the Red Hill Waste Management Facility.

<sup>3</sup> Waste Plans can be provided on request on a Fee for Service (FFS) basis for Non-Member Councils.

<sup>4</sup> FOGO communication plans and implementation support is provided on an as-needs basis in negotiation with Member Councils progressing to the 3-bin system and available as a FFS option for Non-Member Councils.

## 2.1 Withdrawal from any of the Urban Programs

Under the EMRC's current Establishment Agreement notice of withdrawal by a member council clause 9.6 states:

*"A participant may, at any time between 1 July and 31 December in any year, give to the EMRC notice of its intention to withdraw from any of the Continuing Programs and Services. The withdrawal of the participant under clause 9.6 shall take effect from the end of the financial year following the giving of the notice of withdrawal under clause 9.6. For example, if notice of withdrawal was given on 1 July 2020, it will not take effect until 30 June 2021."*

If member councils wish to withdraw from any of the Urban programs outlined within this program, formal notice of withdrawal is required to be provided for each individual program (in this case, by 31 December 2021 to take effect from 1 July 2022).



### 3 2022/2023 Programs and Projects

#### 2.2 Urban Sustainability Assessment Programs



Urban Sustainability Assessment Programs provide a service that enables member councils to identify progress and opportunities to move towards the optimization of their facilities and achieving net zero.

##### 2.2.1 Achieving Carbon Emission Reduction (ACER) Program

The ACER program is a long-standing initiative that commenced in 2009 and has continued to evolve to meet the needs of member Councils. The ACER program is governed by a carbon management framework that includes a cyclical process to monitor, review and improve. The ACER Program includes the following actions.

- ⇒ Energy Data Management:
  - ⇒ Verify energy and emissions data, and complete Quarterly Performance Review.
  - ⇒ Annual Energy and Emission Data Analysis Report and Snapshot.
  - ⇒ Data management platform support as required (currently Azility).
- ⇒ Climate, Energy and Emission Actions:
  - ⇒ Technical support to progress strategies, plans and actions to meet emission reduction and Net Zero targets.
  - ⇒ Emission Reduction and Climate Change action plan review.
  - ⇒ Provision and maintenance of Home Energy Audit Toolkits.
  - ⇒ Support Cities Power Partnership participation.
  - ⇒ Review of other related plans and strategies – E.g., Urban Forest, Urban Heat Island, Climate Change Adaptation.
  - ⇒ Identify grant and funding opportunities.
  - ⇒ Advocacy and submissions for energy efficiency and emission related issues.

##### 2.2.2 Water Sensitive Futures

The Water Sensitive Futures program provides a detailed assessment of water consumption and assistance with Water Corporation Waterwise Council reporting with the aim to identify development opportunities that align with the Water Sensitive Cities Index framework. Through this program a consistent cycle of review and reporting supports the identification of any potential issues at facilities reducing water wastage and costs.

- ⇒ Water Data Management:
  - ⇒ Verify Water data, complete Quarterly Performance Review of corporate potable water.
  - ⇒ Facilitate quarterly water team meetings
  - ⇒ Annual water data analysis report and snapshot.
  - ⇒ Data management platform support as required (currently Azility).
  - ⇒ Annually collect and collate data from Water Corporation and Department of Water and Environmental Regulation (DWER)

⇒ Water Sensitive Actions:

- ↳ Provide technical support to progress strategies, plans and actions to meet water conservation goals
- ↳ Support integration of the Water Sensitive Cities Index framework into strategies and plans.
- ↳ Support progress through Water Sensitive Cities Modules
- ↳ Facilitate quarterly water team meeting including action review, fault identification and other waterwise issues

⇒ Waterwise Council Action Plan (WCAP) Accreditation

- ↳ Annual reporting to Water Corporation for re-endorsement of Waterwise councils
- ↳ Annually collect and collate Data from Azility (when required), Water Corporation and Department of Water and Environmental Regulation (DWER)

### 2.2.3 Benchmarking Building Efficiency (BBE)

Participating member Councils identified knowledge gaps in terms of cost benefit analysis of energy efficiency initiatives, assessing building performance, and identifying and understanding key performance indicators for different facility types. The two-year BBE project, completed in 2021, provided comparable benchmarks for buildings with similar functions and recommendations for energy efficiency initiatives, retrofits and investments. The BBE project's outputs support participating councils to seek funding and continue implementing energy efficiency initiatives with individual facility and regional-scale building energy information.

- ⇒ Funding – The EMRC has applied for funding for energy efficiency facility upgrade and LED lighting retrofit, which, if successful, will enable greater efficiencies to be achieved.
- ⇒ Project Support – EMRC can assist or lead projects locally and regionally. Depending on Councils' needs, projects may include community awareness and education campaigns, business case preparation, updating policies and procedures, and facilitating a sustainability service providers expo.

### 2.2.4 Sustainable Development Goals Annual Review

The United Nations Sustainable Development (SDG's) are an internationally recognized set of 17 targets that provide a globally unified approach to ensuring a sustainable future. Under each goal is a set of specified targets that have been identified as key attributes of sustainable development.

An SDG Annual Report card will provide an in-depth investigation into member Councils progress and opportunities in relation to these international standards.

⇒ SDG assessment and reporting

- ↳ Collect and collate organisation wide information
- ↳ Annual SDG report and snapshot
- ↳ Facilitate bi-annual meeting including review of actions and identification of opportunities.

## 2.3 Urban Integrated Development



### 2.3.1 Sustainable Transport

The provision of a sustainable transport network in Perth's Eastern Region is a priority for both local and state government. The EMRC has a target of Net Zero emissions by 2040 which includes EMRC fleet vehicles and machinery. The EMRC also works with stakeholders to support sustainable transport initiatives in the Eastern Region that contribute to reducing emissions. Initiatives embrace circular economy principles and align with the SDG's.

- ⇒ Regional Transport Advisory Group:
  - ↳ Facilitates regional networking, collaboration, presentations and information sharing to enable a better regional approach to transport related issues including emission reduction and sustainability.
  - ↳ The group includes: EMRC, member Councils, Department of Transport, Department of Lands, Planning and Heritage, the Public Transport Authority, Main Roads WA, WALGA, the Road Safety Commission, RAC, Western Roads Federation, WestCycle, Perth Airport Pty Ltd, and the Freight and Logistics Council.
- ⇒ Transport Emission Reduction Initiatives (EMRC and Regional):
  - ↳ Includes research, advocacy and implementing projects to reduce transport emissions through use of electric vehicles, green hydrogen fuel, public transport and active transport. Projects include; electric and hydrogen highway, electric fleet procurement (light and heavy), electric vehicle (EV) charging stations, and promoting travel behaviour change initiatives such as Your Move.
  - ↳ Supporting Transport Emission Reduction and Mode Change: EMRC Regional Road Safety Plan – Safety is one of the top barriers to active transport (e.g. cycling, walking). Building on previous successful road safety campaigns (e.g. Share the Space) to support transport mode change and reduce transport emissions.
  - ↳ EMRC Regional Congestion Management Action Plan: Increasing efficiency in the Eastern Region's transport corridor, including congestion, freight and travel behavior change management, leading to emission reductions and supporting mode change.
- ⇒ Completing Outstanding Actions from the Road Safety Plan and the Congestion Action Management Plan

### 2.3.2 Circular and Economic Development

- ⇒ Support community, industry and government in Circular Economy principles and actions, including identifying barriers and promoting opportunities for Circular Economy practices, and opportunities for small businesses in the Region.
- ⇒ Research and provide support for emerging and innovative technologies and future workforce opportunities. Including, but not limited to, Internet Of Things (IOT), smart technology, automation. Support may include forums, networking, webinars, business opportunities and conventions.
- ⇒ Advocacy for infrastructure development, growth and funding, including regional initiatives.

### 2.3.3 Social Advancement

Addressing aspects of the third sphere of sustainability for Perth's Eastern Region:

- ⇒ Avon Descent Family Fun Days – Regional approach to sourcing funding and promoting social wellbeing.
- ⇒ Social Priorities – Identify regional social priorities including opportunities for development, such as supporting disadvantaged and vulnerable communities (e.g., youth, aged, disability, homeless)
- ⇒ Supporting regional social sustainability initiatives such as the new WA Tree Festival, and regional opportunities for reconciliation.

## 2.4 Waste Education Services



### 2.4.1 Waste Education Support for Local Governments

The Waste Education Services team view waste as a resource, the management as a collective responsibility, and embrace Circular Economy thinking. These principles drive Waste Education's programs, which provide residents with the tools and knowledge to own their impact. Waste Education is vital for behaviour change and improving waste management and actions towards circularity in the region.

- ⇒ 2030 State WARR Strategy Implementation Support
- ⇒ Regional Waste Education Steering Group - Facilitate quarterly member Council's representatives meeting to share waste management challenges and find solutions as a Region.
- ⇒ Regional Advocacy - e.g., Recycle Right member, Consistent Communication Collective a committee member.
- ⇒ Local Government Waste and Recycling Guides - Expert assistance with creation and production.
- ⇒ Bin Tagging - Behaviour change education program to assist households with correct bin use.
- ⇒ WA plastic ban – Education support for business, community groups and organisations.
- ⇒ Source Separation Collection and Support - From schools and public places of batteries, light globes and mobile phones.
- ⇒ Event Support – Planning, implementation, administration and personnel support (e.g., Plastic Free July, National Recycling week). Includes social media content development and community engagement.
- ⇒ Incursion staff lunch and learn series - Interactive sessions tailored to fit into a typical lunch break informs about waste avoidance, reduction and separation.
- ⇒ Support with miscellaneous waste education initiatives - e.g., administration and implementation of subsidy programs such as worm farm, and modern cloth nappy etc., and business waste education support.

### 2.4.2 Waste Education Services for Community

The Team provides a range of education programs and resources to support behaviour change in the community.

- ⇒ Waste Management Facility (WMF) Tours - Red Hill WMF and the Resource Recovery Group Canning Vale, tailored for school and community groups.
- ⇒ Red Hill WMF Virtual Tour - Contains drone imagery, animation and narration that explain the landfill design, operation, and site rehabilitation in an easy to understand format.
- ⇒ Earth Carers Course - Focuses on providing participants with practical ways to avoid, reduce and separate waste at a household level, building capacity. Graduates become local community champions.
- ⇒ Workshops - Designed with community in mind, workshops focus on relevant themes and aim to promote best practice waste management.
- ⇒ The Education Loan Boxes - Contain learning activities and resources aligning with STEM curriculum. E.g., party kit, early learning books, DIY Waste Audit kit and 'Plastic not so Fantastic' loan box.
- ⇒ Schools Support - Improve waste management through audits, incursions, activities and education also supporting Education Department and Department of Water and Environmental Regulation (DWER) objectives.
- ⇒ Sustainable Celebrations - Avoid waste at public and private events. Currently available are a portable dish washing station, reusable crockery and decorations, bike racks, drink refill stations and practical tips handbook.
- ⇒ CALD brochures - Coordinate translation services for already established collateral or develop material to suit cultural diversity in the community.
- ⇒ Other services by request.

### 2.4.3 Waste Plans

Western Australia's Waste Avoidance and Resource Recovery (WARR) Strategy 2030 is the second strategy to be developed under the WARR Act 2007. The Strategy was released in 2019 after extensive community consultation and has three objectives:

- ⇒ avoid the generation of waste;
- ⇒ recover more value and resources from waste; and
- ⇒ protect the environment by managing waste responsibly.

The Strategy includes an action to "*Implement local government waste plans, which align local government waste planning processes with the Waste and Resource Recovery Strategy 2030*".

Under section 3(1) of the WARR Act the definition of local government includes "*a regional local government established for the purpose of providing waste services*".

Apart from being legislation, developing waste plans gives local and regional governments the opportunity to map their current waste management performance in relation to the new Waste Strategy targets, and identify and implement the strategies needed to achieve these targets.

The EMRC has experience developing and reviewing waste plans, with the EMRC's and member Councils plans receiving DWER endorsement. EMRC is currently supporting a rural local government to develop their Waste Plan.

### 2.4.4 FOGO

The EMRC FOGO Strategy combines the objectives of the Waste Strategy 2030. The EMRC have substantial experience in FOGO roll out and can provide support from initial planning, to execution and beyond.

- ⇒ Communications Plan – Thoroughly researched via consultation and direct experience with FOGO implementation.
- ⇒ FOGO Implementation Support:

- ⇒ A range of community engagement activities to support bin system changes.
- ⇒ Procurement assistance for kitchen caddies and compostable liners and their distribution.
- ⇒ The Waste Education Services Team relocates to the Council for an agreed time (eight weeks for member Councils) to assist with their FOGO rollout allowing ease of communication. Includes answering resident enquiries and community engagement activities.
- ⇒ Post FOGO rollout bin tagging program.
- ⇒ FOGO Step By Step Guide – A practical how-to guide outlining planning and implementation of a FOGO system. The EMRC can tailor the guide to suit individual Councils.

## 14.8 EMRC ANNUAL REPORT 2020/2021 D2021/23192

### PURPOSE OF REPORT

The purpose of this report is to present the EMRC's draft Annual Report 2020/2021 to Council for acceptance.

### KEY POINT(S)

- It is a requirement of section 5.53 of the *Local Government Act 1995* (the Act) that an annual report is prepared for each financial year.
- Section 5.54 of the Act requires the annual report to be accepted by Council, with an absolute majority, no later than 31 December after that financial year.
- Section 5.55 of the Act states that, "*The CEO is to give local public notice of the availability of the annual report as soon as practicable after the report has been accepted by the local government*".

### RECOMMENDATION(S)

That:

1. Council, by absolute majority, in accordance with section 5.54 of the *Local Government Act 1995*, accepts the draft EMRC Annual Report 2020/2021 and the statements therein forming the attachment to this report.
2. Local public notice be given, in accordance with section 5.55 of the *Local Government Act 1995*, of the availability of EMRC's Annual Report 2020/2021.

### SOURCE OF REPORT

Chief Financial Officer

### BACKGROUND

- 1 It is a requirement of section 5.53 of the Act that an annual report is prepared for each financial year. Under the Act, the annual report is to contain:
  - (a) A report from the Mayor or President (or Chairman of a regional local government);
  - (b) A report from the Chief Executive Officer;
  - (c) An overview of the plan for the future of the district made in accordance with section 5.56, including major initiatives that are proposed to commence or continue in the next financial year;
  - (d) The financial report for the financial year;
  - (e) Such information as may be prescribed in relation to the payments made to employees;
  - (f) The auditor's report for the financial year;
  - (g) A matter on which a report must be made under section 29(2) of the *Disability Services Act 1993*;
  - (h) Details of entries made under section 5.121 of the Act during the financial year in the register of complaints, including:
    - (i) The number of complaints recorded in the register of complaints;
    - (ii) How the recorded complaints were dealt with; and
    - (iii) Any other details that the regulations may require.
  - (i) Such other information as may be prescribed.

- 2 Section 5.54 of the Act requires the annual report to be accepted by Council no later than 31 December after that financial year by absolute majority.
- 3 Section 5.55 of the Act states that *"The CEO is to give local public notice of the availability of the annual report as soon as practicable after the report has been accepted by the local government"*.

## REPORT

- 4 The EMRC's Annual Report 2020/2021 is presented in accordance with the provisions of the Act and addresses all the required contents.
- 5 As a result of the OAG taking responsibility for the financial audits since the 2017/2018 Annual Report, the Annual Report includes the full audited Financial Report instead of the Concise Financial Report and is consistent with the approach taken by the OAG with State Government departments and agencies.
- 6 Similar to previous years, it is proposed that the Annual Report be distributed in predominantly e-book format. A database of key stakeholders has been compiled to allow a mail-out to be conducted following approval and production of the Annual Report. The annual report e-book will also be available on EMRC's corporate website ([www.emrc.org.au](http://www.emrc.org.au)).
- 7 Availability of the Annual Report will be advertised through a local government notice in The West Australian newspaper and public notices sent to all member Council libraries for public display.

## STRATEGIC/POLICY IMPLICATIONS

- 8 Key Result Area 3 – Good Governance
  - 3.3 To provide responsible and accountable governance and management of the EMRC
  - 3.4 To continue to improve financial and asset management practices

## FINANCIAL IMPLICATIONS

- 9 The cost for the design and production of the annual report has been included in the adopted 2021/2022 EMRC budget.

## SUSTAINABILITY IMPLICATIONS

- 10 Nil

## RISK MANAGEMENT

Risk – Failure to comply with section 5.53 of the Local Government Act 1995		
Consequence	Likelihood	Rating
Moderate	Unlikely	Moderate
Action/Strategy		
➤ Council to accept the draft EMRC Annual Report 2020/2021		



## MEMBER COUNCIL IMPLICATIONS

Member Council	Implication Details
Town of Bassendean	Member Councils share of the equity of the EMRC.
City of Bayswater	
City of Kalamunda	
Shire of Mundaring	
City of Swan	

## ATTACHMENT(S)

Draft EMRC Annual Report 2020/2021 (D2021/23193) (Provided under separate cover)

## VOTING REQUIREMENT

Absolute Majority

## RECOMMENDATION(S)

That:

1. Council, by absolute majority, in accordance with section 5.54 of the *Local Government Act 1995*, accepts the draft EMRC Annual Report 2020/2021 and the statements therein forming the attachment to this report.
2. Local public notice be given, in accordance with section 5.55 of the *Local Government Act 1995*, of the availability of EMRC's Annual Report 2020/2021.

## COUNCIL RESOLUTION(S)

MOVED

SECONDED

## 14.9 DELEGATION OF AUTHORITY FOR THE CEO

D2021/23194

### PURPOSE OF REPORT

The purpose of this report is to extend the delegation of authority to authorise the CEO to accept contracts not subject to the tender process up to the value of \$400,000 plus GST, subject to the requirements of the *Local Government (Function and General) Regulations 1996*.

### KEY POINT(S)

- To extend delegation number C5/2016 increasing the authority limit of the CEO to accept contracts resulting from a request for quote to \$400,000 plus GST to bring it in line with the current CEO authority limit to accept tenders to \$400,000 plus GST.
- To promote efficient administration of Council matters it is proposed to formalise the CEO's authority to allow an authorisation limit of up to \$400,000 plus GST for contracts that are not subject to the tender process.

### RECOMMENDATION(S)

That Council by absolute majority in accordance with section 5.42 of the *Local Government Act 1995*, delegates authority to the Chief Executive Officer to accept contracts not relating to a tender up to \$400,000 excluding GST and subject to the requirements of the *Local Government (Functions and General) Regulations 1996*.

### SOURCE OF REPORT

Chief Executive Officer

### BACKGROUND

- 1 Council has currently delegated authority for the CEO to accept tenders up to \$400,000 excluding GST.
- 2 On 24 March 2016 Council resolved:
  3. *BY ABSOLUTE MAJORITY IN ACCORDANCE WITH SECTION 5.45 OF THE LOCAL GOVERNMENT ACT 1995, AMENDS DELEGATION C1/2014 INCREASING THE AUTHORITY LIMIT OF THE CHIEF EXECUTIVE OFFICER TO ACCEPT TENDERS TO \$400,000 EXCLUDING GST.*

### REPORT

- 3 The CEO currently does not have the delegated power to authorise purchases over \$250,000 without the requirement to go to tender.
- 4 Regulation 11(2) of the *Local Government (Functions and General) Regulations 1996* (the Regulations) specify a list of exemptions for when tenders do not have to be publicly invited and a request for quote may be issued instead. For example, if the supply of goods and services is to be obtained through the WALGA Preferred Supplier Program or the goods or services are to be procured through the Federal, State or Local governments, among other exemptions.
- 5 As the above delegation applies to tenders only, currently all requests for quote, without the requirement to go to tender, resulting in contracts over the limit of \$250,000 (excluding GST) are also required to be approved by Council.
- 6 The CEO's current authorisation limit delegation only extends up to \$250,000 (excluding GST) for contracts which have not undergone the tender process.

- 7 The EMRC is in the process of finalising the purchase of a 20 tonne wheel loader (\$395,000 ex GST) and a 23.5 tonne excavator (\$333,079.04) for the Hazelmere Resource Recovery Park. Both purchases were procured separately under an exemption from the Regulations i.e. through the WALGA Preferred Supplier Program as the purchase amounts for each machine are above the tender threshold of \$250,000 (excluding GST) under the *Local Government Act 1995*. The capital expenditure is allowed for under the annual budget approved by Council.
- 8 Due to the current operating climate in Western Australia, there are significant demands for various capital items. Reducing the time for Council approval for what is a budgeted operational decision will improve such efficiencies.
- 9 As the current CEO delegation of up to \$400,000 (excluding GST) applies to tenders only, all other purchases above \$250,000 (excluding GST) done via a request for quote and meeting one of the tendering exemptions under the Regulations such as the above examples, would need to be approved by Council before the award of the contract.
- 10 Under section 5.42(1) of the *Local Government Act 1995* a local government may delegate (by absolute majority) to the CEO the exercise of any of its powers or the discharge of any of its duties, other than those referred to in section 5.43 of the *Local Government Act 1995* or sections 214(2), (3) or (5) of the *Planning and Development Act 2005*.
- 11 Therefore, by delegating authority to the CEO to accept contracts not relating to a tender of up to \$400,000 excluding GST will assist and support Council having to not deal with lower value contracts, allowing Council to focus on the more strategic and higher value procurement decisions.

## STRATEGIC/POLICY IMPLICATIONS

- 12 Key Result Area 3 – Good Governance
- 3.3 To provide responsible and accountable governance and management of the EMRC

## FINANCIAL IMPLICATIONS

- 13 Nil

## SUSTAINABILITY IMPLICATIONS

- 14 Nil

## RISK MANAGEMENT

**Risk – Delay in making operational decisions which are budgeted expenditure items will impact the procurement of goods and services in a timely manner.**

Consequence	Likelihood	Rating
Moderate	Unlikely	Medium
Action/Strategy		
➤ Council to delegate authority to the CEO to accept contracts not relating to a tender up to \$400,000 excluding GST		

**MEMBER COUNCIL IMPLICATIONS**

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

**ATTACHMENT(S)**

Nil

**VOTING REQUIREMENT**

Absolute Majority

**RECOMMENDATION(S)**

That Council by absolute majority in accordance with section 5.42 of the *Local Government Act 1995*, delegates authority to the Chief Executive Officer to accept contracts not relating to a tender up to \$400,000 excluding GST and subject to the requirements of the *Local Government (Functions and General) Regulations 1996*.

**COUNCIL RESOLUTION(S)**

MOVED

SECONDED

## **14.10 REQUEST FOR TENDER RFT 2021 – 008 – RED HILL WASTE MANAGEMENT FACILITY MECHANICAL WORKSHOP**

**D2021/23177**

### **PURPOSE OF REPORT**

The purpose of this report is to advise Council of the results of Tender RFT2021-008 to construct the Red Hill Waste Management Facility (RHWMF) - Mechanical Workshop (MW) and recommend acceptance of the Tender submission from Bistel Construction Pty Ltd.

### **KEY POINT(S)**

- A tender for the construction of the RHWMF – Mechanical Workshop was advertised via Tenderlink on 2 October 2021.
- The existing Mechanical Workshop is 20 years old, out-dated and no longer fit for purpose.
- Tenders closed on 27 October 2021 with three (3) submissions being received.
- The tender called for the construction of the RHWMF – Mechanical Workshop adjacent to the Red Hill Community Transfer Station.
- The recommended tender submission is approximately 90% above the estimate provided for the approved 2021/22 Budget. The pre-tender estimate (\$800,000) was based on a conceptual design which did not anticipate current market conditions, which have become volatile due to COVID-19, stimulus packages and freight/shipping issues, leading to localised material shortages in the construction industry and construction resources.
- A contingency allowance of 10% of the contract sum is recommended to cover any variations during the construction process.

### **RECOMMENDATION(S)**

That:

1. Council awards Tender RFT2021-008 – Hazelmere Resource Recovery Park – Waste Transfer Station to Bistel Construction Pty Ltd for a contract term of six (6) months at a total cost of \$1,473,813.38 excluding GST.
2. The CEO be authorised on behalf of the EMRC to enter into a contract with Bistel Construction Pty Ltd in accordance with their submitted tender, subject to any minor variations that may be agreed on between the CEO and Bistel Construction Pty Ltd.
3. Council authorises a 10% contingency based on the tendered price schedule of \$147,381.34, for any contract variations that may arise for Tender RFT2021-006.
4. Council by absolute majority in accordance with s.6.8(1)(b) of the *Local Government Act 1995* authorises an \$846,383.72 increase in funds to allow for the completion the Tender RFT2021-008 within this financial year, to be funded from the municipal fund.
5. The attachment remains confidential and be certified by the Chairman and the CEO.

### **SOURCE OF REPORT**

Chief Project Officer

## BACKGROUND

- 1 The EMRC operates the RHWMF at 1094 Toodyay Road, Red Hill WA 6056. The purpose of the new Mechanical Workshop is to replace the existing mechanical workshop that is 20 years old, out-dated, and no longer fit for purpose. The new Mechanical Workshop will be a modern energy efficient building surrounded by an upgraded reinforced concrete hardstand yard with the capability to receive all the facility's heavy mobile plant, wheeled or tracked, for maintenance. The new Workshop includes a 5-tonne gantry crane for the safe removal and install of heavy components from the mobile plant, lifting that is currently carried out by forklift in the existing workshop.
- 2 The existing Workshop will not be demolished, it is being retained for storage purposes.
- 3 The internal layout of the proposed WTS is presented in Figure 1 with the North & South Elevations shown in Figure 2.

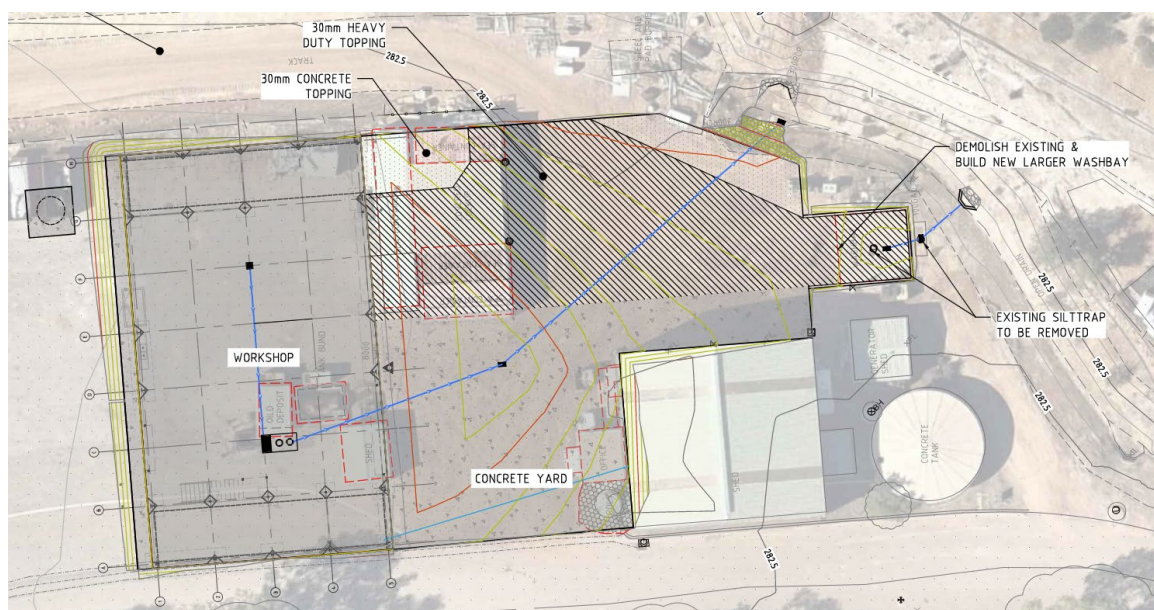


Figure 1: RHWMF Mechanical Workshop: Layout

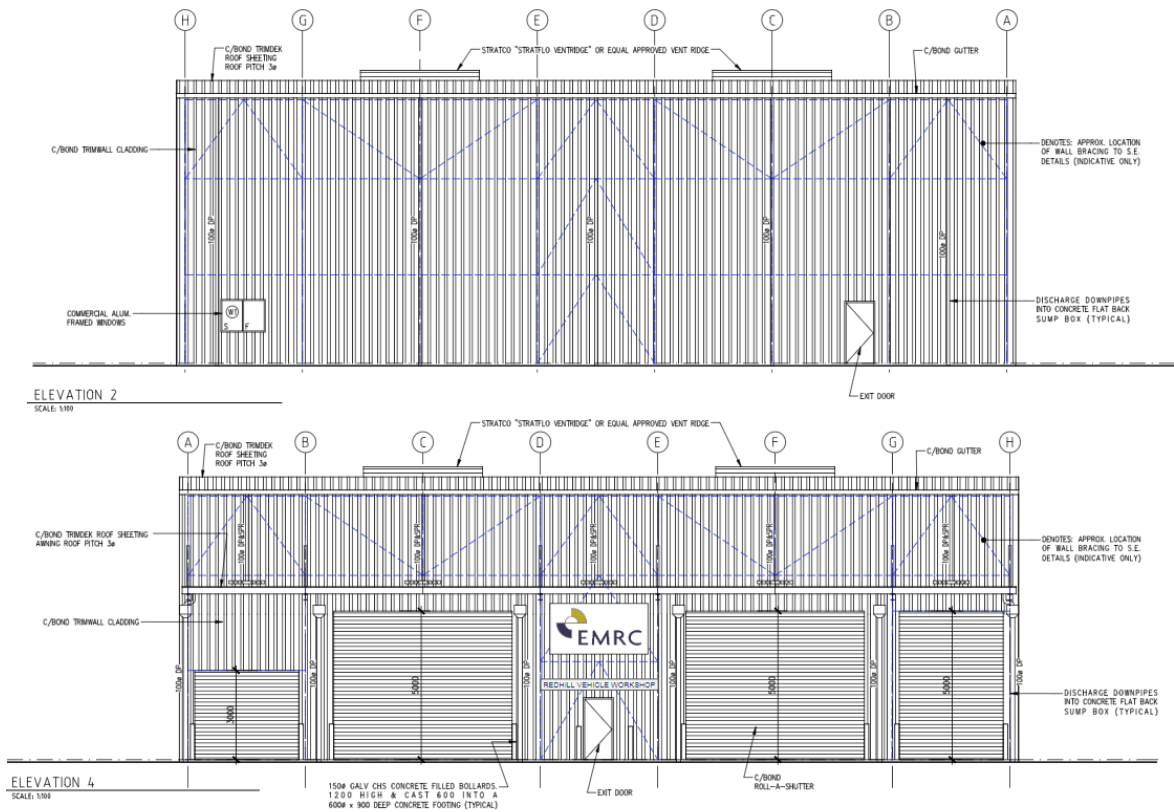


Figure 2: RHWMF: MW Elevations

- 4 The proposed construction for the Mechanical Workshop includes all labour, plant, materials, supervision, survey required for the construction of the building.

## REPORT

- 5 Tender RFT2021-008 for the construction of Red Hill Waste Management Facility Mechanical Workshop was advertised on 2 October 2021. Tenders closed on Tuesday, 27 October 2021 and submissions were received from:
  - Bistel Construction Pty Ltd;
  - Marawar;
  - Solution 4 Building.



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

Assessment Criteria	Weighting
(a) Technical capabilities and capacities to provide service.	15%
(b) Tenderer's demonstrated experience in providing similar service.	15%
(c) Project Execution Methodology.	15%
(d) Safety Management Plan.	10%
(e) Environmental Management Plan.	5%

- 7 Price is weighted at 40% of the evaluation.
- 8 Based on the panel's evaluation, the submission from Bistel Construction Pty Ltd demonstrated the most advantageous submission and is considered to offer the best value for money. The Schedule of Rates against the specified Bill of Quantities submitted by Bistel Construction Pty Ltd amounted to a total value of \$1,473,813.38 (ex GST). The construction period is estimated to be six (6) months.
- 9 A contingency allowance of 10% of the contract sum is recommended to allow for any unforeseen circumstances that may arise during the contract works. The confidential Recommendation Report is attached as supporting information.
- 10 A copy of each tenderer's company details including the list of their Directors, registered address and ABN/CAN number forms attachment 1 of this report.

## STRATEGIC/POLICY IMPLICATIONS

- 11 Key Result Area 1 – Environmental Sustainability
- 1.1 To provide sustainable waste disposal operations
- 1.2 To improve regional waste recovery management

## FINANCIAL IMPLICATIONS

- 12 The recommended tender submission is 90% above the estimate provided for the approved 2021/22 Budget. The pre-tender estimate (\$800,000) was based on a conceptual design which originally located the Workshop in the MRS (Metropolitan Regional Scheme) easement for Main Roads WA EastLink alignment. The location of the Workshop has therefore been moved to a new location, to the south, well away from those proposed works. The scope of works has therefore changed from what was allowed for in the original cost estimate prepared and budgeted for in 2019 and includes new collection drainage sumps and an increased area of reinforced concrete apron around the proposed Workshop.
- 13 The original estimate also did not anticipate the current market conditions, which have become volatile due to COVID-19, stimulus packages and freight/shipping issues, leading to material shortages in the construction industry and fewer resources, leading to, for example, increases of 20 to 30% for materials, including steel and significantly higher shipping costs.
- 14 The tender price is \$1,473,813.38 with a 10% contingency of \$147,381.34 for any contract variations that may arise for Tender RFT2021-008. The total cost including the contingency is \$1,621,194.72 excluding GST. To undertake the Tender RFT2021-008 within this fiscal year, \$846,383.72 (inclusive of 10% contingency) will need to be authorised in addition to the \$774,811 in the 2021/22 Annual Budget.

## SUSTAINABILITY IMPLICATIONS

- 15 The proposed Mechanical Workshop was designed to facilitate ongoing heavy plant maintenance at the RHWMF and to enable the future the maintenance of heavy plant as resulting from the future growth of the facility.



**Risk – Request for Tenders that are over the Chief Executive Officer's delegated authority limit must be approved by Council prior to the award of the contract.**

Consequence	Likelihood	Rating
Moderate	Possible	Moderate
Action/Strategy		
➤ Council to authorise the CEO to enter into a contract with the recommended tenderer the subject of this report.		

#### MEMBER COUNCIL IMPLICATIONS

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

#### ATTACHMENT(S)

Tenderers Company Details (D2021/23230)

#### VOTING REQUIREMENT

Absolute Majority

#### RECOMMENDATION(S)

That:

1. Council awards Tender RFT2021-008 – Hazelmere Resource Recovery Park – Waste Transfer Station to Bistel Construction Pty Ltd for a contract term of six (6) months at a total cost of \$1,473,813.38 excluding GST.
2. The CEO be authorised on behalf of the EMRC to enter into a contract with Bistel Construction Pty Ltd in accordance with their submitted tender, subject to any minor variations that may be agreed on between the CEO and Bistel Construction Pty Ltd.
3. Council authorises a 10% contingency based on the tendered price schedule of \$147,381.34, for any contract variations that may arise for Tender RFT2021-006.
4. Council by absolute majority in accordance with s.6.8(1)(b) of the *Local Government Act 1995* authorises an \$846,383.72 increase in funds to allow for the completion the Tender RFT2021-008 within this financial year, to be funded from the municipal fund.
5. The attachment remains confidential and be certified by the Chairman and the CEO.

#### COUNCIL RESOLUTION(S)

MOVED

SECONDED



**RFT 2021-008**  
**Construction of RHWMF Mechanical Workshop**  
**Tenderers Details**

Item	Entity Name / Registered Name	Previous or Other Company Name(s) known by	ABN / ACN	ABN Status	Registered Office	Principal Place of Business	Director
1.	Bistel Construction Pty Ltd	Not applicable	27 169 378 652	Active	8 Cronulla Place Hillarys, WA 6025	Unit 6, 30 Hasler Road Osborne Park, WA 6017	Mr Joseph Lewis martin Date Appointment: 14/05/2014
2.	Marawar Pty Ltd	Not applicable	64 623 062 199	Active	234 Railway Parade West Leederville, WA 6007	234 Railway Parade West Leederville, WA 6007	Mr Gerard Duncan Matera Date of appointment: 04/02/2019
3.	Solution 4 Building Pty Ltd	Not applicable	21 151 188 859	Active	Unit 4/22 Cohn Street Carlisle WA 6101	Unit 4/22 Cohn Street Carlisle WA 6101	Mr Michael King Appointed: 30/05/2011

## **14.11 JOURNEY TOWARDS NET ZERO**

**D2021/23196**

### **PURPOSE OF REPORT**

The purpose of this report is to provide Council with an update on the EMRC's journey towards net zero and seek Council's approval to provide written acceptance to the WALGA Power Purchase Agreement offer.

### **KEY POINT(S)**

- The EMRC is embarking on a target of achieving Net Zero;
- A key pillar to achieving this is to utilise 100% renewable energy in EMRC operations;
- Signing up to the WALGA Power Purchase Agreement (PPA) by 26 November 2021 will contribute to achieving this target; and
- Council endorsement is sought for the EMRC to provide written acceptance of the WALGA PPA offer.

### **RECOMMENDATION(S)**

That Council:

1. Supports the EMRC in its drive to achieve Net Zero by utilising 100% renewable energy; and
2. Authorises the CEO to provide written acceptance of the WALGA Power Purchase Agreement offer under Delegated Authority.

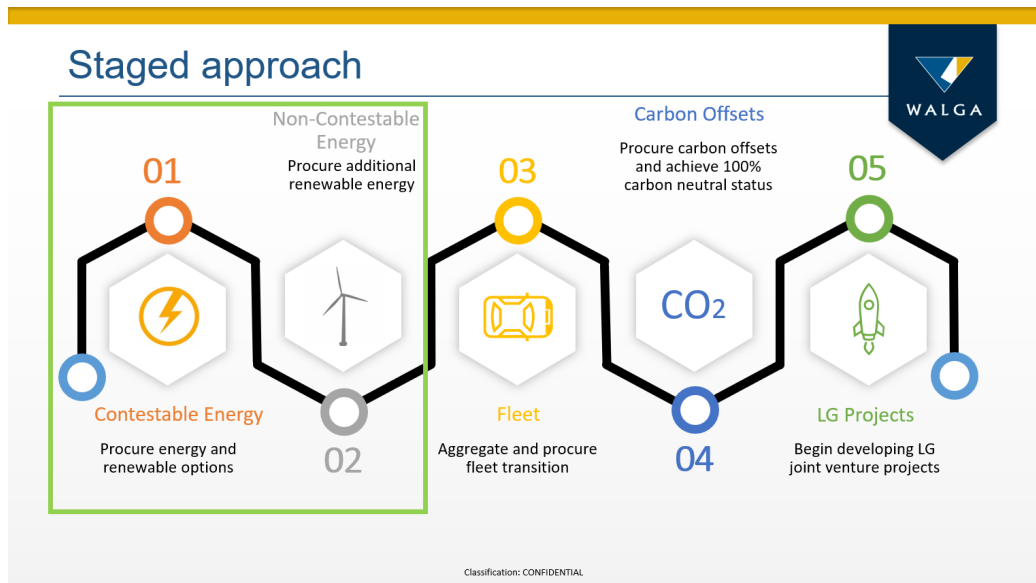
### **SOURCE OF REPORT**

Chief Executive Officer

### **BACKGROUND**

- 1 As an outcome of the EMRC's recent strategic review and the development of the new EMRC Sustainability Strategy, the EMRC is setting a target of Net Zero emissions by 2040. To achieve this target a suite of initiatives is required, including increasing energy efficiency of operations and switching to 100% renewable energy.
- 2 The WALGA Energy Sustainability and Renewables Project originated with a steering group of 11 local government representatives seeking a lower price for electricity via a collective Power Purchase Agreement (PPA). Over time the project evolved to align with local governments policy positions and strategic direction to ensure that the electricity was supplied by 100% local renewable sources.
- 3 Fifty-one local governments have already indicated a commitment to sign onto the PPA via a Memorandum of Understanding, including our member Councils. Member Council, the City of Bayswater, is a founding member of the original steering group set up by WALGA.
- 4 To enable the formation of a joint renewable energy purchasing group, WALGA sought authorisation from the Australian Competition & Consumer Commission (ACCC). On the 26 August 2021 the ACCC granted authorisation for 15 years, until 30 September 2036.

- 5 Contestable Electricity Supply for WA Member Local Governments (the PPA) is Stage 1 of WALGA's Energy Sustainability and Renewables Project, to be followed by projects for Non-Contestable Supply, Fleet, Carbon Offsets, and Local Government Joint Venture Projects. The three key objectives of the project include:
- Enhance access to and development of renewable energy for Western Australian Local Government thereby driving positive climate change outcomes;
  - Diversify supply options and application of new technology; and
  - Leverage the best price outcomes for Local Government supply.



## REPORT

- 6 Synergy have been awarded the contract for supply of energy, renewables and integrated projects of the WALGA Energy Sustainability and Renewables Project. WALGA estimates the Synergy product will deliver a collective saving of \$5 million a year and deliver the single largest reduction in carbon footprint for the Local Government Sector.

- 7 Synergy source their renewable energy supply from within the South West Interconnect System (SWIS) including the Emu Downs, Colgar and Albany wind farms (pictured below).

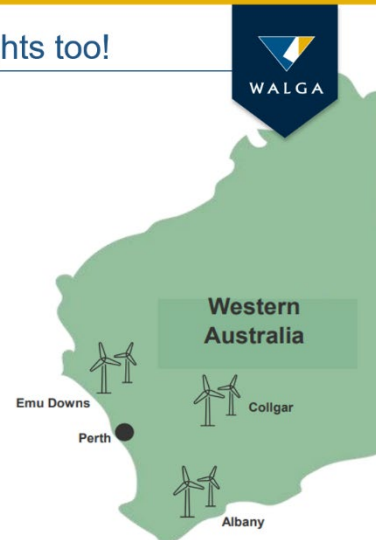
## Renewable Message – Yes, for Streetlights too!

Synergy utilises a total of 3 accredited sites to source LGCs for Natural Power

**Albany:** Synergy's Albany wind farm, a joint venture with Bright Energy Investments, is an accredited energy supplier for the GreenPower program, with 18 wind turbines, with a maximum generating capacity of 35.4 MW of electricity. This wind farm sits 80m above the Southern Ocean. It's in such a prime location that there are only approximately 7 days a year where the wind is not strong enough to turn the turbines.

**Colgar Wind Farm:** A renewable power project located in the central wheatbelt area of Western Australia. The wind farm situated 25km south east of Merredin is built over a land envelope of 18,000 hectares. With 111 turbines, the wind farm has a total power production capacity of 222 megawatts (MW) and generates between 630-750 gigawatt hours (GWh) each year.

**Emu Downs:** Located 30 kilometres east of Cervantes and approximately 200 kilometres north of Perth, EDWF generates electricity from wind powered turbine technology. The wind farm has 48 turbines with a capacity to produce 80 megawatts of electricity at peak.



Classification: CONFIDENTIAL

- 8 Annually, as required by the National Greenhouse and Energy Reporting (NGER) Act 2007, the EMRC reports its Scope 1 and 2 emissions via the NGER Scheme. Scope 1 emissions is the direct combustion of fuels such as petrol and diesel in vehicles, machinery and generators, and Scope 2 emissions is the supply of energy that is generated off site (e.g. electricity supplied by Synergy). EMRC's total Scope 2 emissions in 2020/2021 was 769 t CO<sub>2</sub>-e. Scope 2 emissions were 73% of total emissions at Ascot Place and 62% at Hazelmere.
- 9 All three EMRC facilities, Ascot Place, Hazelmere Resource Recovery and the Red Hill Waste Management Facility have contestable electricity supply so can be included in the WALGA PPA initiative. Switching to 100% renewables for electricity supply will reduce EMRC's Scope 2 emissions to zero and total annual emissions by approximately 770 t CO<sub>2</sub>-e per year.
- 10 The PPA commences 1 April 2022. As EMRC's current electricity contract ends 30 November 2022, EMRC plan to join the PPA from 1 December 2022 which will be 4 months of year one. Compared to the EMRC's current electricity contract, the estimated savings for the PPA for 100% renewables for year one (4 months only) is up to \$4,436, year two is up to \$17,986, and up to \$22,313 in the third year. Optimum savings will occur when the EMRC manages its energy demand at peak times. Due to the nature of EMRC's operations, peak load high risk times are often after operations have shut down for the day or occur over the Christmas break. To ensure EMRC can manage peak load effectively when and if required, an internal process will be developed with WALGA's assistance.
- 11 In addition to the financial savings and emission reductions, the EMRC will be joining 51 local governments including four of its member Councils (with one to still to receive authorisation from its Council) in a historic agreement which will see a large proportion of the local government sector connected to the SWIS move to 100% renewable energy. The sector collectively reducing emissions and progressing towards Net Zero.
- 12 The offer has a strict validity period for acceptance and is contingent on the collective minimum scaled volume of 60 Gigawatt hours across a 3-year term. WALGA required participating local governments to accept the offer in writing by 18 November 2021, however the EMRC has advised that it will need an extension to 26 November 2021.
- 13 The EMRC also intends to be involved in Stage 4 of the Project, Offsets, where WALGA will potentially procure carbon offsets from EMRC. EMRC's offsets originate from the energy generation facilities Red Hill WMF including landfill gas and future FOGO gas.

## STRATEGIC/POLICY IMPLICATIONS

- 14 Key Result Area 1 – Environmental Sustainability
- 1.5 To contribute towards improved amenity, conservation and support of the natural environment and to address climate change
- 15 Key Result Area 3 – Good Governance
- 3.2 To manage partnerships and relationships with stakeholders

## FINANCIAL IMPLICATIONS

- 16 Utility costs are included in the EMRC's annual operating budgets.

## SUSTAINABILITY IMPLICATIONS

- 17 The EMRC is striving to achieve Net Zero by 2040 or sooner and in so doing embraces circular economy and sustainability principles.

## RISK MANAGEMENT

Risk – Higher than anticipated pricing occurs		
Consequence	Likelihood	Rating
Moderate	Unlikely	Moderate
Action/Strategy		
➤ EMRC undertakes its due diligence prior to entering into a contract		

## MEMBER COUNCIL IMPLICATIONS

Member Council	Implication Details
Town of Bassendean	Nil Direct Impacts
City of Bayswater	
City of Kalamunda	
Shire of Mundaring	
City of Swan	

## ATTACHMENT(S)

Nil

## VOTING REQUIREMENT

Simple Majority

**RECOMMENDATION(S)**

That Council:

1. Supports the EMRC in its drive to achieve Net Zero by utilising 100% renewable energy; and
2. Authorises the CEO to provide written acceptance of the WALGA Power Purchase Agreement offer under Delegated Authority.

**COUNCIL RESOLUTION(S)**

MOVED

SECONDED

## **14.12 EMRC'S RECONCILIATION ACTION PLAN WORKING PARTY**

**D2021/23197**

### **PURPOSE OF REPORT**

The purpose of this report is to seek Council's approval to review and amend the composition and focus of the EMRC's Reconciliation Action Plan Working Party.

### **KEY POINT(S)**

- Council at its meeting of 15 February 2018 resolved for a Reconciliation Action Plan (RAP) to be developed through a Working Party.
- Expressions of Interest were received from member Council Councillors to be on the Working Party.
- The first RAP Working Party meeting was held in May 2018.
- The EMRC's first RAP, the Reflect RAP, was endorsed by Council at its Ordinary Meeting of Council 18 October 2018 D2018/12194 (Report D2018/13614).
- The RAP Working Party has continued to meet on an 'as needs' basis.
- The draft of the second EMRC RAP, the Innovate RAP, has been developed and a draft submitted to Reconciliation Australia for its endorsement.
- Reconciliation Australia is unable to approve the draft EMRC Innovate RAP as it currently stands due to the composition of the EMRC's Reconciliation Action Plan (RAP) Working Party (noted in this report).

### **RECOMMENDATION(S)**

That Council:

1. Acknowledges Reconciliation Australia's comments on the composition and focus of the EMRC's RAP Working Party.
2. Agrees to review and amend the current composition of the EMRC's Reconciliation Action Plan Working Party.
3. Acknowledges that any regional actions recommended by the RAP Working Party will be brought back to Council for its input and consideration.

### **SOURCE OF REPORT**

Chief Sustainability Officer



## BACKGROUND

- 1 Council, at its meeting of 15 February 2018, considered a Notice of Motion put forward by Cr Daw. Discussion ensued and Council resolved as follows:

*“THAT:*

1. *THE FIRST ITEM OF BUSINESS FOR COUNCIL MEETINGS BE AN ACKNOWLEDGEMENT OF COUNTRY TO ACKNOWLEDGE THE NOONGAR ABORIGINAL PEOPLE AS THE TRADITIONAL OWNERS OF THIS LAND.*
2. *THE ABORIGINAL FLAG BE PERMANENTLY RAISED AT THE EMRC ALONGSIDE THE AUSTRALIAN FLAG.*
3. *COUNCIL INVITES LOCAL NOONGAR ELDERS FROM THE WHADJUK WORKING PARTY TO CONDUCT A WELCOME TO COUNTRY CEREMONY AND ANY OTHER CULTURAL CEREMONY REQUIRED TO MARK THE INSTALLATION OF THE ABORIGINAL FLAG.*
4. *THAT THE EMRC DEVELOPS A RECONCILIATION ACTION PLAN THROUGH A WORKING PARTY CONSISTING OF COUNCILLORS AND STAFF.*

*CARRIED UNANIMOUSLY”*

- 2 Expressions of Interest were called for EMRC Councillors to become part of the EMRC’s Reconciliation Action Plan (RAP) Working Party and five Councillors expressed an interest. Councillor Daw was elected Chairman of the RAP Working Party at the inaugural meeting, held on 17 May 2018 and work commenced on developing the EMRC’s first RAP, being the ‘Reflect’ RAP. Changes were made to the composition of the Working Party after the October 2019 Council elections, however Councillor Daw remained the Chairman.

- 3 Council, at its meeting of 22 October 2018, resolved as follows (D2018/12559):

*“THAT COUNCIL:*

1. *ENDORSES THE DRAFT ‘REFLECT’ RECONCILIATION ACTION PLAN 2018-2019, FORMING THE ATTACHMENT TO THIS REPORT, FOR THE PURPOSE OF SUBMITTING TO RECONCILIATION AUSTRALIA FOR ITS INITIAL REVIEW AND FEEDBACK; AND*
2. *SUPPORTS THE CULTURAL AWARENESS TRAINING FOR EMRC COUNCILLORS AND STAFF AS OUTLINED IN THE REPORT.*

*CARRIED UNANIMOUSLY”*

- 4 The draft EMRC ‘Reflect’ Reconciliation Action Plan (RAP) was subsequently endorsed by Reconciliation Australia and remained the current RAP until work commenced on the development of the Innovate RAP.

## REPORT

- 5 The existing members of the RAP Working Party (as at 15 October 2021) comprised:

- Cr John Daw (Chairman)
- Cr Jai Wilson
- Cr Lesley Boyd
- Cr Georgia Johnson
- Cr Mel Congerton
- Cr Doug Jeans

- 6 The EMRC RAP Working Party has continued to meet on an 'as needs' basis, and a second RAP, the draft Innovate RAP, was prepared by EMRC staff and the RAP Working Party and submitted to Reconciliation Australia (RA) for initial endorsement, prior to submitting it to the EMRC Council.
- 7 Unfortunately, RA has advised that it is unable to endorse the EMRC's Innovate RAP as it has no Aboriginal or Torres Strait Island representation on the Working Party. As a result of this advice EMRC held a Zoom meeting with RA to talk through the issues, which were then summarised in an email from RA to the EMRC as follows:
- 8 *"As discussed it is a requirement to have First Nations voices and perspectives underpinning the development/implementation of RAPs.*
- 9 *It is wonderful to hear that Council has strong leadership in the reconciliation space, with Councillors championing the RAP. That being said, it is important to note that the initial objective of RAP is to focus on workplace culture. The first phase of an organisation's RAP journey is to create a culturally safe workplace, through educating non-Indigenous staff and ensuring that Aboriginal and Torres Strait Islanders people and cultures are respected and considered in organisational decision making. As progress is made in this area, then organisations start to take their learnings to change how they operate and influence their external stakeholders.*
- 10 *As the RAP primarily focuses on workplace operations, I would recommend that an employee based working group is established, to ensure that the RAP has a strong internal focus."*
- 11 Having considered the comments received from RA and in thinking through the actions in the draft Innovate RAP, it is the view of staff that the existing RAP Working Party is more relative to EMRC staff as opposed to the Council and that thought should be given to dissolving the existing Working Party and replace it with an EMRC staff RAP Advisory Group with any actions of a regional nature to be highlighted and brought back to Council for its input and consideration.

## STRATEGIC/POLICY IMPLICATIONS

- 12 Key Result Area 2 - Economic Development  
2.3 To facilitate regional cultural and recreational activities
- 13 Key Result Area 3 - Good Governance  
3.2 To manage partnerships and relationships with stakeholders

## FINANCIAL IMPLICATIONS

- 14 The costs associated with the EMRC's RAP are included in the EMRC's annual operating budget.


## SUSTAINABILITY IMPLICATIONS

- 15 The EMRC operates to pursue environmental, economic and social outcomes for Perth's Eastern Region.

## RISK MANAGEMENT

Risk – Lack of Cultural Diversity and Understanding of Aboriginal and Torres Strait Island Peoples		
Consequence	Likelihood	Rating
Moderate	Unlikely	Moderate
Action/Strategy		
➤ EMRC to be inclusive of, and actively promote, cultural diversity		

## MEMBER COUNCIL IMPLICATIONS

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

## ATTACHMENT(S)

Nil

## VOTING REQUIREMENT

Simple Majority

## RECOMMENDATION(S)

That Council:

1. Acknowledges Reconciliation Australia's comments on the composition and focus of the EMRC's RAP Working Party.
2. Agrees to review and amend the current composition of the EMRC's Reconciliation Action Plan Working Party.
3. Acknowledges that any regional actions recommended by the RAP Working Party will be brought back to Council for its input and consideration.

## COUNCIL RESOLUTION(S)

MOVED

SECONDED

## **14.13 THE EASTERN METROPOLITAN REGIONAL COUNCIL DRAFT SUSTAINABILITY STRATEGY 2021/22 – 2025/2026**

**D2021/23198**

### **PURPOSE OF REPORT**

The purpose of this report is to present to Council the EMRC's draft Sustainability Strategy for the five-year period being 2021/2022 – 2025/2026 (as attached), for noting.

### **KEY POINT(S)**

- The draft Sustainability Strategy has been prepared as the final step (8) of the overall GHD prepared Strategic Review of the EMRC.
- The draft Sustainability Strategy aligns with the Strategic Review which was endorsed by Council in August 2021.
- The Strategy will also help inform the mid-term review of the EMRC's 10-year Strategic Plan which will occur in the first half of 2022.
- The draft Strategy is an attachment to this report.

### **RECOMMENDATION(S)**

That Council notes the EMRC's draft Sustainability Strategy 2021/2022 – 2025/2026, forming the attachment to this report.

### **SOURCE OF REPORT**

Chief Executive Officer

### **BACKGROUND**

- 1 The EMRC undertook a Strategic Review of the organisation in 2020/2021 including workshops, presentations and reports that considered its markets and capabilities, vision and implementation, complete with recommended activities. As a result of the Review, and to complete the final step in the process, a draft Sustainability Strategy for the EMRC has been prepared for Council's noting.
- 2 In previous years the EMRC developed individual strategies for various areas of the EMRC including, Environment, Economic Development, Transport, Advocacy but not a holistic strategy for the entire operations of the EMRC. With the Strategic Review now completed it was considered timely to now embark on a whole of organisation Sustainability Strategy.

### **REPORT**

- 3 The EMRC's approach to sustainability practices and circular economy-based initiatives were motivating factors for the Strategic Review and it is the Strategic Review which has precipitated the development of a Sustainability Strategy for the EMRC. The EMRC will utilise the Sustainability Strategy to help inform the mid-term review of its 10 year '2017-2027 Strategic Plan for the Future', developed in accordance with section 5.56(1) and (2) of the Local Government Act 1995 (the Act). The new Sustainability Strategy will greater align with the direction of the EMRC in accordance with the Strategic Review.

- 4 The Sustainability Strategy will include a set of actions to report against and these will include alignment to the United Nations Sustainable Development Goals (SDGs) ensuring not just local and national but also global alignment. These actions will help guide the revision of the EMRC's Corporate Business Plan 2021/2022-2025/2026 and its key result areas and actions.

#### STRATEGIC/POLICY IMPLICATIONS

- 5 Key Result Area 1 - Environmental Sustainability
- 1.1 To provide sustainable waste disposal operations
  - 1.2 To improve regional waste management
- 6 Key Result Area 3 - Good Governance
- 3.2 To manage partnerships and relationships with stakeholders
  - 3.3 To provide responsible and accountable governance and management of the EMRC
  - 3.4 To continue to improve financial and asset management practices

#### FINANCIAL IMPLICATIONS

- 7 The actions included in the draft Sustainability Strategy are accounted for in the EMRC's annual operating budget.

#### SUSTAINABILITY IMPLICATIONS

- 8 The EMRC draft Sustainability Strategy 2021/2022 – 2025/2026 identified the EMRC's vision, mission and high level direction that aligns with the sustainability of Perth's Eastern Region.

#### RISK MANAGEMENT

Risk The Council agreed Key Actions are not delivered in accordance with the Corporate Business Plan		
Consequence	Likelihood	Rating
Moderate	Unlikely	Moderate
Action/Strategy		
➤ Regular and ongoing reviews and quarterly updates ensure staff continue to be apprised of the deliverables and agreed actions within the draft Sustainability Strategy.		

**MEMBER COUNCIL IMPLICATIONS**

Member Council	Implication Details
Town of Bassendean	As outlined in the attachment
City of Bayswater	
City of Kalamunda	
Shire of Mundaring	
City of Swan	

**ATTACHMENT(S)**

1. The EMRC draft Sustainability Strategy 2021/2022 – 2025/2026 (D2021/23199)
2. The EMRC draft Sustainability Strategy – Other Supporting Information (D2021/23200)

**VOTING REQUIREMENT**

Simple Majority

**RECOMMENDATION(S)**

That Council notes the EMRC's draft Sustainability Strategy 2021/2022 – 2025/2026, forming the attachment to this report.

**COUNCIL RESOLUTION(S)**

MOVED

SECONDED





# Sustainability Strategy

**Eastern Metropolitan Regional Council**





# A message from the EMRC's CEO



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

The newly adopted Sustainability Strategy is used to drive operational activities and is aligned to our priorities throughout the EMRC.

Council endorsed the EMRC Strategic Review in June 2021. This review was built on multi-stage stakeholder engagement and an understanding of the evolving waste management market in Western Australia. The Strategic Review undertaken in 2020/2021 identifies the overarching vision and goals that the EMRC Council aspires to achieve.

Sustainability is a core pillar in the EMRC's operation and through this strategy, we will continue to move forward as a leader in community change and action.

Marcus Geisler  
Chief Executive Officer







# Introduction

The Eastern Metropolitan Regional Council (EMRC) is a forward thinking regional local government representing the interests of five-member Councils in Perth’s Eastern Region.

Incorporated under the Local Government Act 1995, we provide strength in our partnerships with the Town of Bassendean, City of Bayswater, City of Kalamunda, City of Swan, and Shire of Mundaring to build a sustainable community for current and future generations.

- We are committed to being a leader in sustainability by:
- Defining a Sustainability Strategy, which drives forward thinking throughout Perth’s Eastern Region
  - Incorporating our sustainability vision and goals into our foundations
  - Establishing realistic targets to meet local, state, national and international sustainability objectives

This Sustainability Strategy will allow us to meet the needs of our Member Councils while providing sustainable solutions for future generations.

# Strategic alignment

Our Sustainability strategy has been drafted in alignment with our strategic review, local, state, national and international drivers.

## The EMRC Strategic Review

We conducted a strategic review which was endorsed by council, August 2021. The strategy identified that it should “focus on delivering waste, resource recovery and sustainability services, capitalising on its existing capabilities and infrastructure to act as an industry leader in resource recovery”.

The objective of the strategic review is to leverage off our current operational capacity to deliver valuable services to member councils, their communities, and the Eastern Metropolitan region by:

- Delivering industry leadership focusing on resource recovery aspects of a circular economy through physical infrastructure and support services
- Participation in industrial programs to create a symbiosis between waste and material streams regionally and optimise resource recovery
- Providing shared services for member councils in urban environmental management, and waste education
- Achieving net zero carbon by 2040 (e.g., renewable alternatives at waste processing facilities)

## National and state drivers

Historically, cheap fossil fuels, low-cost landfill, a perceived abundance of space, and a commercial sector that has often lobbied against sustainability focussed legislation, has influenced the development of the waste management landscape. This has led to unsustainable waste management, both locally and nationally, with significant tonnages of waste landfilled and limited resource recovery initiatives when compared with other regions.

With a shift in national and state policy, we have created this Sustainability Strategy to respond to this shift. The key national and state drivers integrated into the strategy are:

- **Western Australian Climate Policy** – Our Sustainability Strategy embraces the state objective of enhancing climate resilience and transitioning to low carbon emissions. We are contributing to these overall objectives through initiatives in building a resilient Eastern Metropolitan region, reducing our carbon emissions and providing circular solutions for government leadership initiatives.
- **Waste Avoidance and Resource Recovery Strategy 2030** – Through our waste management and resource recovery services, we are well positioned to drive the change required to support the achievement of each strategic target outlined in the strategy. Our detailed action plan will provide the mechanisms to avoid, recover and protect through environmentally focused waste management solutions and circular economy leadership
- **2018 National Waste Policy** – Similar to Western Australia’s Waste strategy, this policy focuses on circular economy initiatives such as supporting investment in infrastructure, circular economy-related innovation, market development, behavioral change programs and physical waste recovery/recycling facilities. Our Sustainability Strategy has circular economy initiatives at the core of future decision making to drive change from the ground up. Each of our objectives have integrated circular economy-based principles and are supported by our detailed action plan.

Other national and state policies considered during the formation of this Sustainability Strategy include:

- Waste Avoidance and Resource Recovery Strategy Action Plan 2030 (WA)
- National Waste Policy Action Plan (2019)
- Action Plan for Sustainable Procurement (2020)
- Australian Government Waste and Recycling Reduction Bill (2020)
- COAG Waste Export Ban (2020)
- CSIRO National Circular Economy Roadmap for plastics, glass, paper and tyres (2021)
- National Plastics Plan (2021)
- National Soil Strategy Australia (2021)
- CSIRO - Circular Economy: a CSIRO roadmap to unlock future growth opportunities

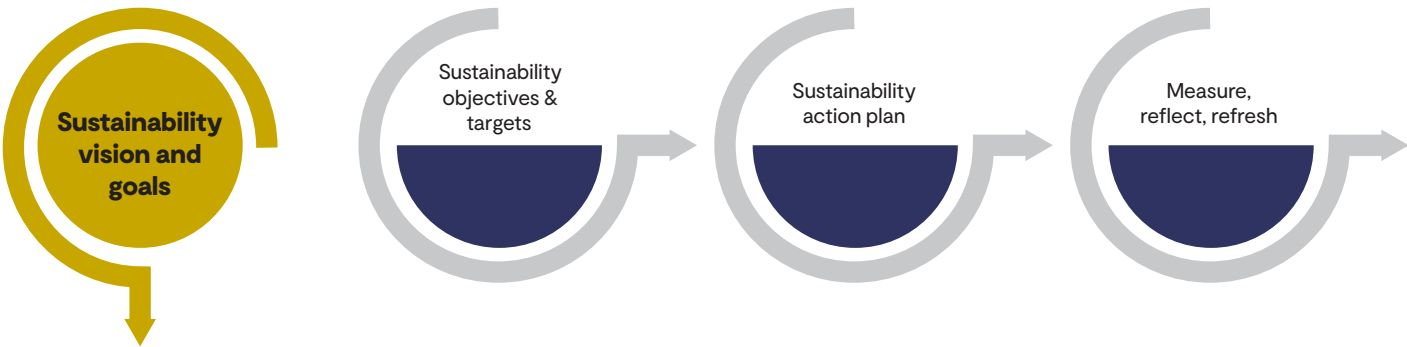
## United Nations Sustainable Development Goals

The United Nations Sustainable Development Goals (SDGs) provide an international framework for consideration of sustainability matters. This international standard is agreed to and endorsed by the Australian Government, with numerous examples of the SDGs being applied to national and state strategies. Accordingly, we have aligned aspects of our Sustainability Strategy with the SDGs where possible.

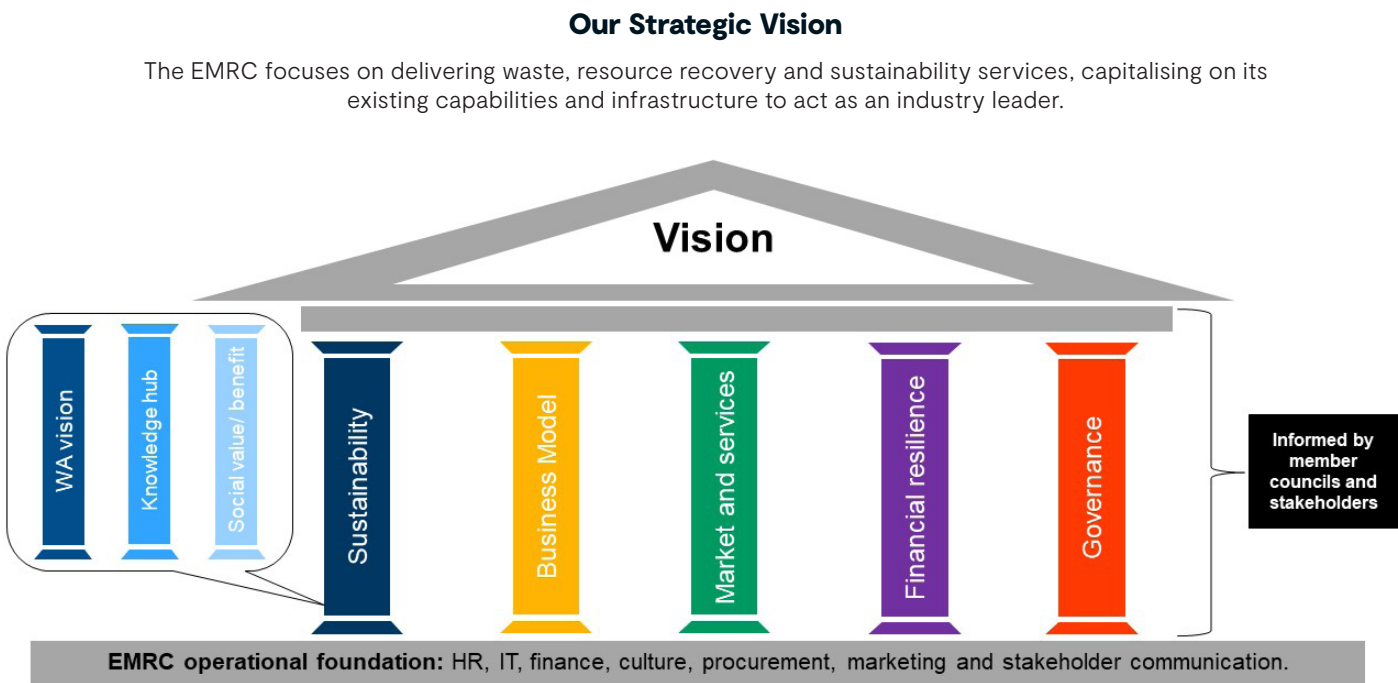




# Our sustainability vision



In 2020/2021 we undertook an organisational strategic review, which addressed forecasted significant changes in the waste management market and sought to realign our core business operations. This review identified five strategic pillars that are intertwined with our operational foundations. Our Sustainability Strategy directly links with the outcomes of this strategic review, focusing on the first pillar, sustainability:



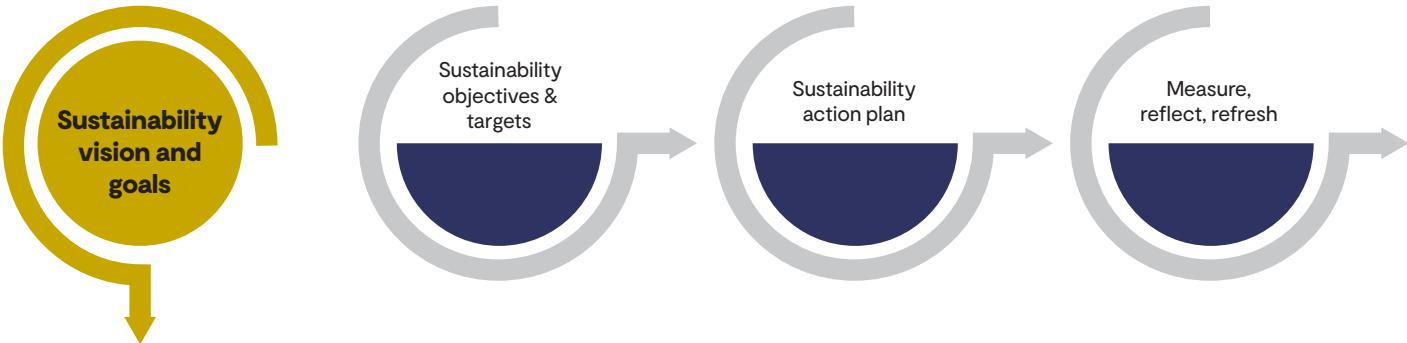
## Our Sustainability Vision

“Promoting sustainable waste management and a transition to a circular economy”





# Our sustainability goals



To support our sustainability vision, four goals have been identified by reviewing previous organisational sustainability activities and to align with the goals set out in the Strategic Review. These goals will be used to develop specific objectives and targets for measurement of performance moving forward.

## Demonstrate circular economy leadership:

The EMRC will use their experience to provide circular based resource recovery solutions for Perth's Eastern Region and act as a knowledge hub for waste avoidance strategies.

## Respond to a climate emergency:

The EMRC will reduce their carbon impact to achieve net zero and understand the risks associated with climate change to Perth's Eastern Region

## Reduce our environmental impact:

The EMRC will lead by example by reducing our environmental impact through efficient operations, forward thinking, and supporting circular initiatives

## Create value in the community:

The EMRC will establish and support projects in the community that create social value from a residential level through to commercial level.





# Our objectives and targets



Through a workshop with key internal leaders and stakeholders, five areas of influence were identified as being in alignment with the United Nations Sustainable Development Goals (SDGs). These areas of influence were chosen with representation from each of the four business groups and all five members of the executive leadership team.



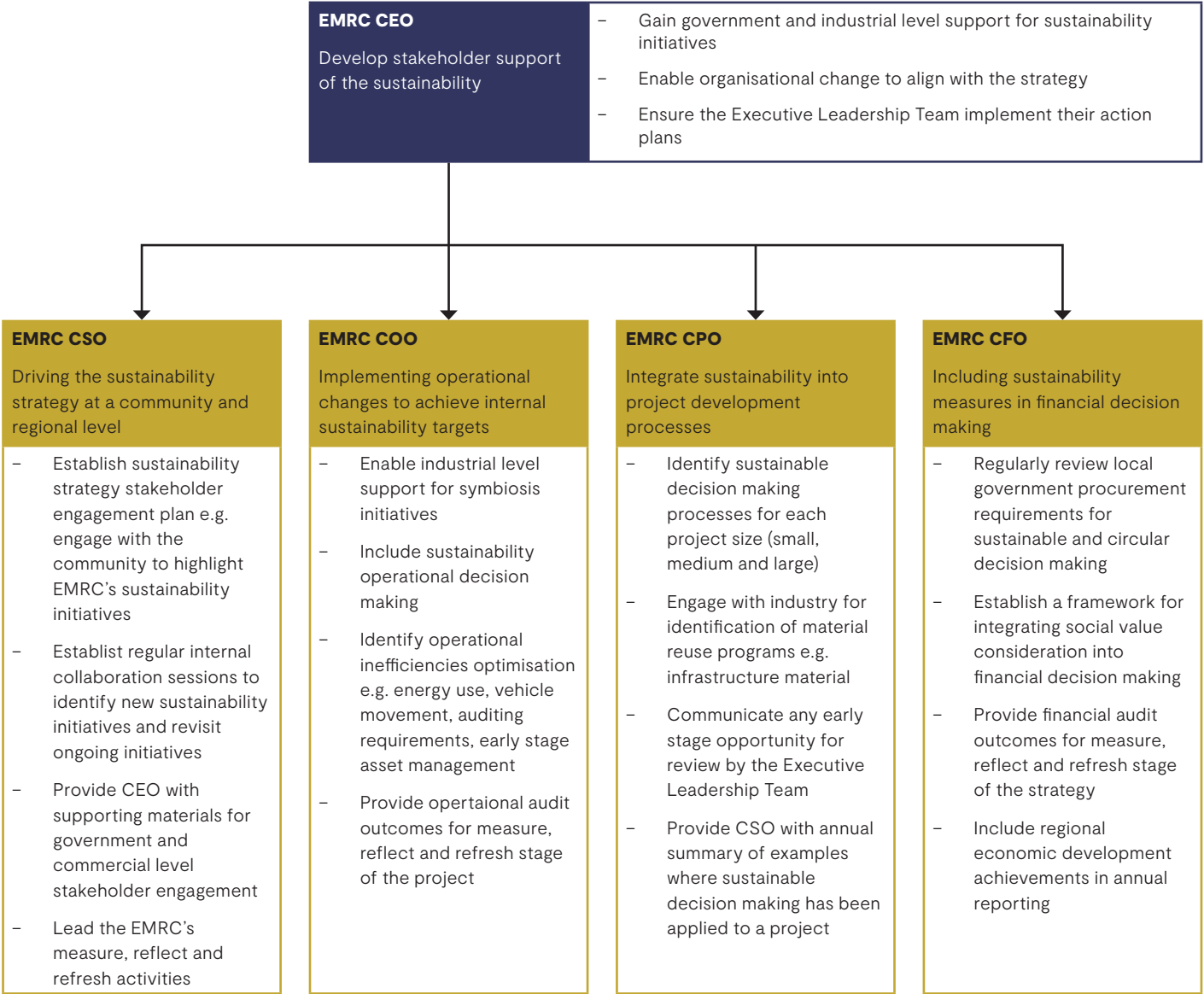
To support our four goals and leverage off these areas of influence, twelve sustainability targets have been identified as shown by our circular sustainability model:





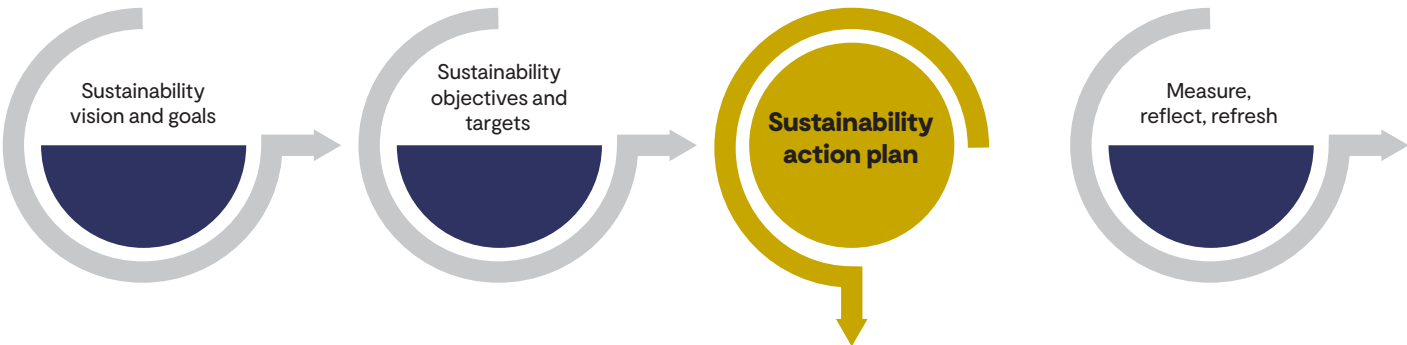
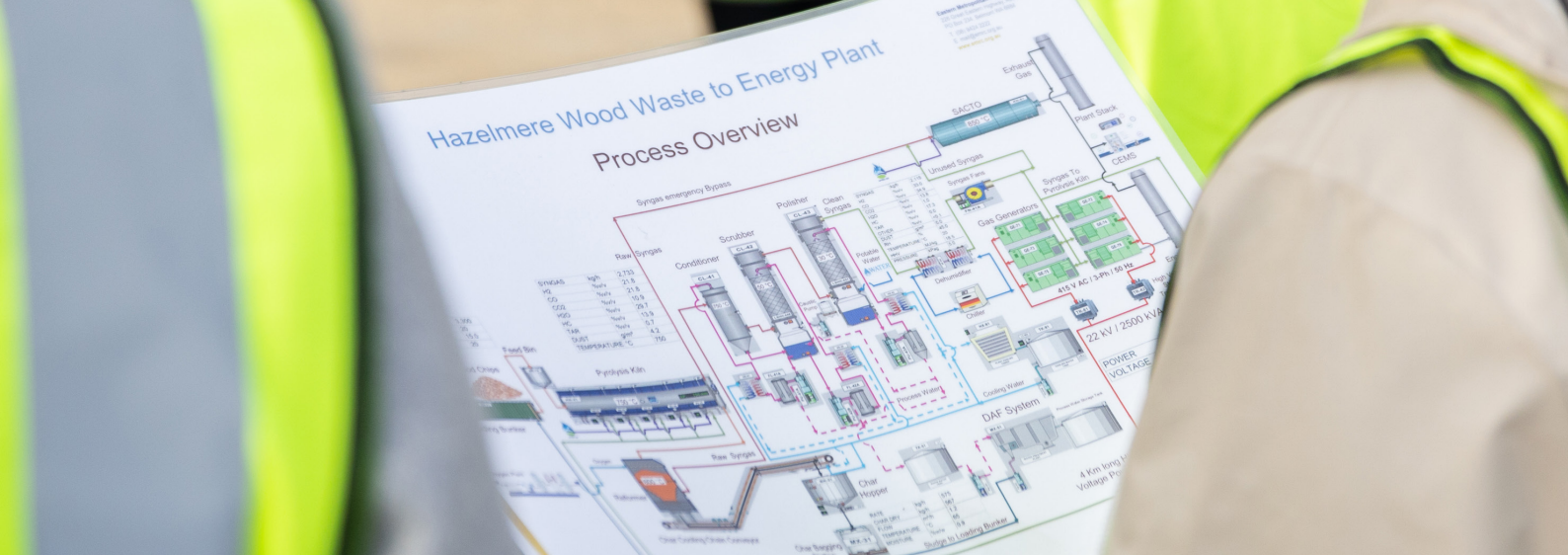
# Executive Leadership Team Sustainability Key Objectives

Sustainability initiatives will be integrated across the each of our five teams: CEO; operations; projects; business; and sustainability. The Executive Leadership Team have our own objectives dependant on our operational function and delivery services. Each of these objectives will be achieved through a business group specific action plan dependant on our operational function and delivery projects:





# Our sustainability action plan



For our team to achieve each of the objectives and targets listed, a detailed action plan has been established with responsibilities being allocated to each of the Executive Leadership Team members for delegation where appropriate. This detailed action plan was aligned with our strategic risk register and prioritised as follows:

- Low – will assist in progressing towards the Sustainability Strategy goals and objectives but is not a core requirement
- Medium – important action to achieve high priority actions or will provide direct support in achieving sustainability goals
- High – required to achieve sustainability goals and objectives or interdependent to achieve other actions listed

Each of the high priority actions have been summarised below

**Demonstrate circular economy leadership:**

- Map the our stakeholders and areas of influence and impact to develop a targeted engagement plan
- Create an industry engagement plan to establish support for symbiosis initiatives including regional transport and economic development plans
- Map an alignment strategy between each of our advocacy program and partnership for identification of future circular economy initiatives

**Respond to a climate emergency:**

- Map the our stakeholders and areas of influence and impact to develop a targeted engagement plan
- Create an industry engagement plan to establish support for symbiosis initiatives including regional transport and economic development plans
- Map an alignment strategy between each of our advocacy program and partnership for identification of future circular economy initiatives

**Reduce our environmental impact:**

- Define what “illegal waste disposal” means to the us i.e. on privately or publicly owned land, types of dumped materials
- Update compliance monitoring, reporting and review process integration with operations and project development

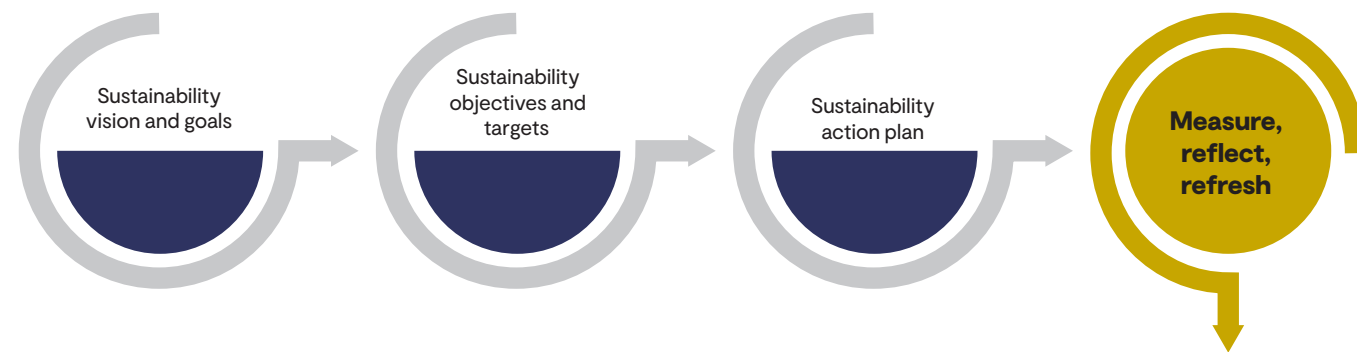
**Create value in the community:**

- Establish a Sustainability Strategy stakeholder engagement plan e.g. engage with the community to highlight in our sustainability initiatives
- Map a framework for integrating social value consideration into financial decision making
- Establish a community recycling and reuse network for exchange of products, reuse initiatives, repair cafes and identification of regional synergies

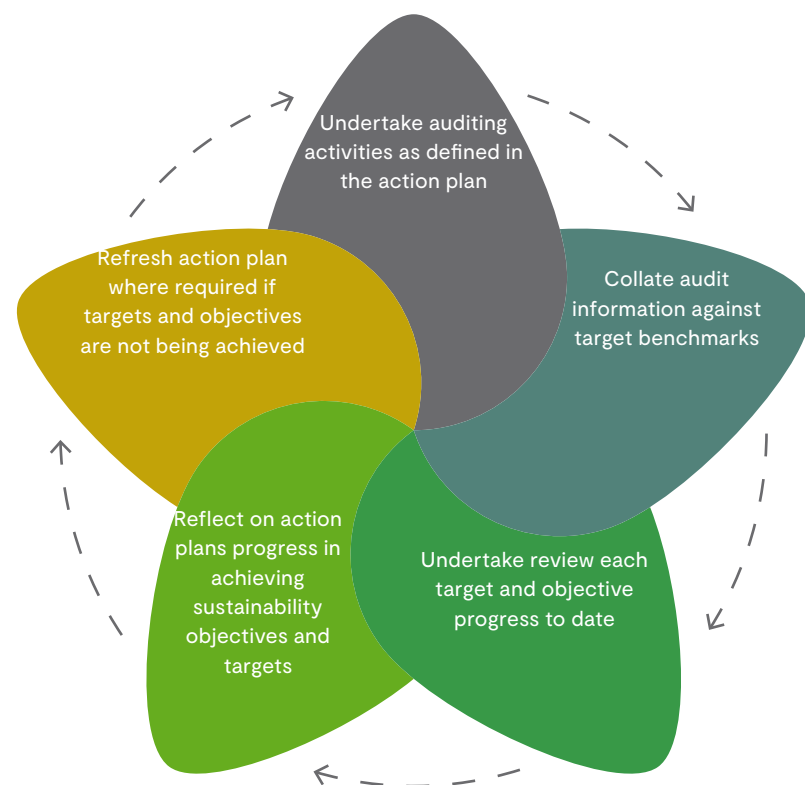


# Our continuous improvement

# Closing remarks



Our Sustainability Strategy requires regular review to establish if the objectives and targets are being met. To achieve this, each target requires a baseline to measure against such that we can reflect and refresh accordingly. The first stage of implementation will be to establish a baseline of measurement for each sustainability objective and target. This baseline should be reviewed quarterly in alignment with the Corporate Business Plan and the our Strategic Plan 2017–2027 alignment with the following process:



We are striving to *transform Perth's Eastern Region through sustainable waste management, behaviour change and circular economy leadership* with a detailed sustainability action plan and continual self-improvement process. At the EMRC, we value the importance of sustainable decision making and benefits of creating a Sustainability Strategy that is ambitious, yet achievable.

Our Sustainability Strategy can provide benefits such as:

- Reducing environmental impact and carbon footprint to address declarations of a climate emergency
- Increase competitiveness in the waste management market to drive circular economy-based initiatives
- Reducing risk and liabilities through future proofing the business for changes in the market
- Improving value to Member Councils and Perth's Eastern Region
- Improving company culture and work environment

This sustainability strategy will allow the EMRC to meet the needs of region and sustainable solutions for future generations. So together let's,

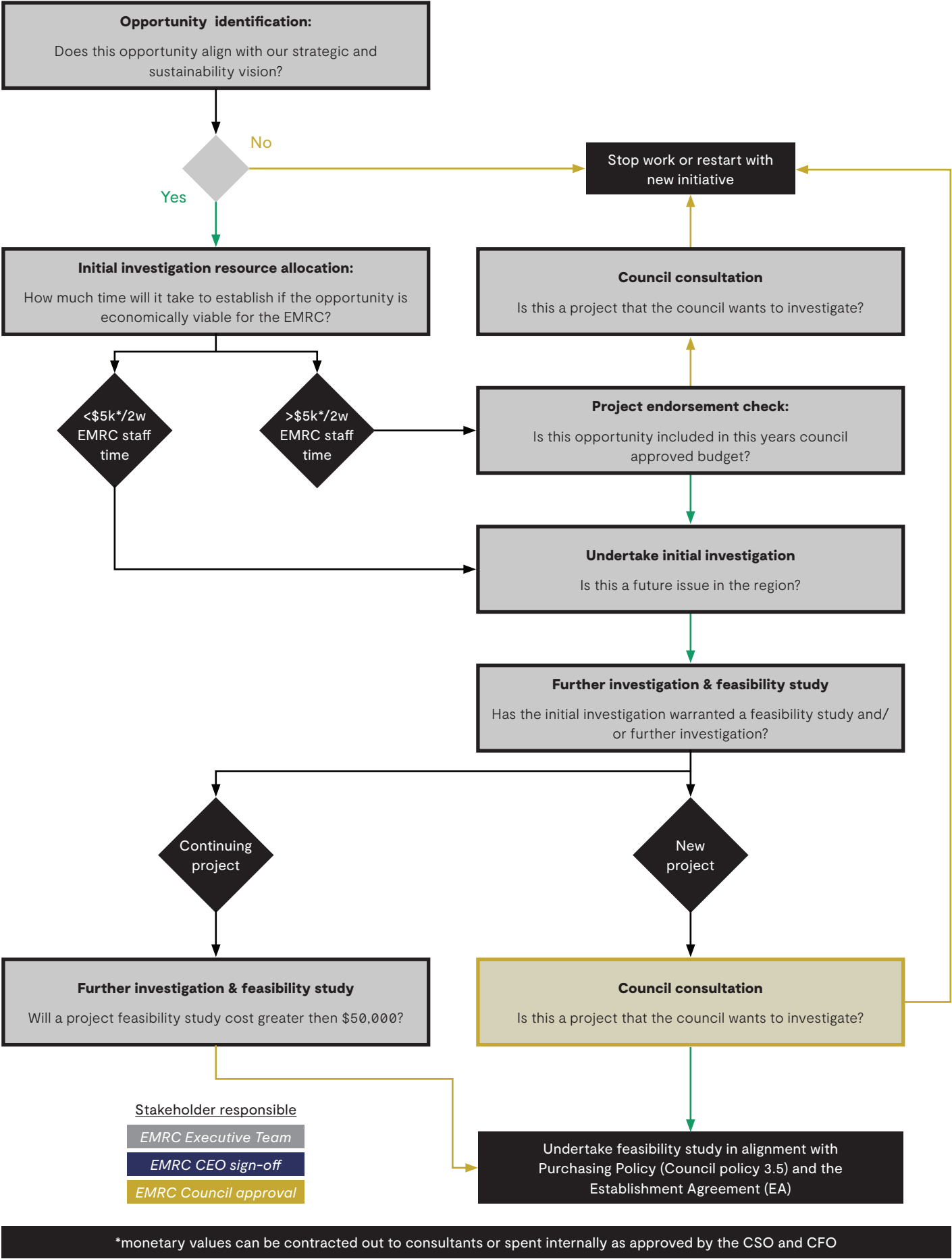
## *Think forward, Act now!*



# Other supporting information



Sustainability project decision making flowchart





# Detailed action plan

The detailed action plan has been established to support each of the Executive Leadership Team in achieving our objectives presented in Section 3. The detailed action plan has been modelled to assist in reducing the following strategic risks to within our risk appetite:

- SR – 3 Ineffective Operational Reporting (timely and relevant)
  - Addressed through auditing and review actions
- SR – 5 Legacy issues restricting innovation and performance
  - Decision making framework and approvals process
- SR – 6 Under/poor performance
  - Cultural alignment with sustainability objectives and motivating factors
- SR – 7 Reduced Grant Funding
  - Innovative circular economy initiatives better aligned with state and national strategies
- SR – 12 By-passing established Tender or Procurement procedures
  - Decision making framework and approvals process
- SR – 14 Poor Stakeholder Engagement
  - Detailed stakeholder engagement plan for each of the four objectives
- SR – 15 By-passing established administrative (non-financial) procedures
  - Decision making framework and approvals process
- SR – 20 Lack of interest from Member Councils regarding Sustainability Programs
  - Council alignment and endorsement with sustainability objectives and motivating factors

Each of the actions listed are to be allocated to an individual employee for monitoring and reviewed annually by the Executive Team lead to ensure it is adequately being addressed.

The actions have been linked to each of our twelve targets and prioritised as low, medium or high depending on there impact on each sustainability goal.

- Low – Will assist in progressing towards the Sustainability Strategy goals and objectives but is not a core requirement
- Medium – important action to achieve high priority actions or will provide direct support in achieving sustainability goals
- High – required to achieve sustainability goals and objectives or interdependent to achieve other actions listed



We will use our experience to provide circular based resource recovery solutions for Perth’s Eastern Region and act as a knowledge hub for waste avoidance strategies.

Target	Action	Accountable team	Priority
80% reuse of material at all EMRC operated sites by 2040	80% reuse of material at all EMRC operated sites by 2040 Map current our waste production profile for benchmarking (as an organisation)	CEO	High
	Develop Regional Waste education and resource reuse steering group	Sustainability	Med
	Regularly review local government procurement guidelines and processes for sustainable decision making	Business	Med
	Regularly review local government sales requirements for sustainable decision making	Operations	Med
	Identify and facilitate supply chain awareness for product production e.g. FOGO products, woodchips, construction materials	Operations	Med
80% resource recovery of waste generated in the region by 2030	Develop a resource flow model for the EMRC and its member councils. The model could focus only on waste or expand into other materials, water, energy, and carbon	CEO	Med
	Enable sales model for use of recovered material in each member council area	Operations	Med
	Establish and provide member councils with waste and recycling guidelines. This should include the integration of FOGO waste guidelines	Sustainability	Med
	Determine a high-value use for the existing C&I processing building at Hazelmere RRP	Operations	Med
Enabling circular economy initiatives through advocacy networks by 2025	Map the our stakeholders and areas of influence and impact to develop a targeted engagement plan (e.g. member councils, commercial waste stream, government policy drivers). This should include engaging with senior stakeholders for formal and informal support of our Sustainability Strategy	CEO	High
	Create industry engagement plan to establish support for symbiosis initiatives	CEO	High
	Facilitate regular industry-based and community-based advocacy meetings to discuss and identify new circular economy and net zero ventures and opportunities	Sustainability	High
	Map alignment strategy between each of our advocacy program and partnership for identification of future circular economy initiatives	CEO	Med





**Respond to a climate emergency**

We will reduce their carbon impact to achieve net zero and understand the risks associated with climate change to Perth’s Eastern Region.

Target	Action	Accountable team	Priority
<b>Below zero carbon emissions by 2040</b>	Map energy usage and consumption rates on all sights for benchmarking e.g. energy use, vehicle movement, auditing requirements, early stage asset management	Operations	Med
	Establish a decarbonisation plan to achieve “Below zero emissions by 2040” target. This should include consideration of decarbonisation project ideas presented in the strategic review e.g. opportunities onsite use or export of heat energy for value-adding processes or sale to surrounding industrial businesses, electric fleet procurement	CEO	High
	Create Annual Energy and Emission Data Analysis Report and Snapshot for goal tracking. This is to be included in the SDG annual report card	Sustainability	Med
<b>Infrastructure adaptation and education by 2030</b>	Undertake asset management assessment for all of our owned infrastructure	Business	High
	Identify and evaluate land-use options at our owned sites that will maximise future resource recovery programs.	Projects	Med
<b>Enabling circular economy initiatives through advocacy networks by 2025</b>	Establish a decision-making framework to include sustainability for onsite expenditure	Operations	High
	Map a sustainable decision-making framework for each project size (small, medium and large)	Projects	High
	Include sustainable decision-making frameworks from each business group in procurement strategy	Business	High
	Review projects quarterly to identify examples where sustainable decision making has been applied to a project. This should include the identification of design engineering for front-end material reuse programs	Projects	Med
	Create a sustainability performance review for each team	CEO	High
	Establish regular internal collaboration sessions to identify new sustainability initiatives and revisit ongoing initiatives. This should be included in the sustainability performance review schedule	Sustainability	High



**Reduce our environmental impact**

We will lead by example by reducing our environmental impact through efficient operations, forward thinking, and supporting circular initiatives.

Target	Action	Accountable team	Priority
<b>Implement an EMRC wide environmental management system</b>	Review and develop a framework we will use going forward in terms of our Environmental Management System i.e. in alignment or accredited with ISO14001 or equivalent	Projects	Med
	Establish compliance monitoring, reporting and review processes in alignment with our Environmental Management System	Projects	High
	Complete annual water plans in alignment with Waterwise Council Accreditation	Sustainability	High
<b>Regional urban programs implemented by 2026</b>	Maintain a minimum of 3 programs related to each sustainability goal for review in each annual programs report	Sustainability	Med
	Establish a measurement framework for review of regional development achievements and inclusion in annual reporting	CEO	Low
	Identify the sustainability criteria for decision making i.e. social, environmental and financial	CEO	Med
	Facilitate quarterly industry-based and community-based advocacy meetings to discuss and identify new circular economy and net zero regional programs	Sustainability	Med
<b>Contribute to a decrease in illegal waste disposal by 2040</b>	Establish campaign for clean-up, drop-off and return culture to reduce item dumping	Sustainability	Med
	Define what “illegal waste disposal” means to the us i.e. on privately or publicly owned land, types of dumped materials	Sustainability	High
	Establish program for acceptance and reuse construction and demolition waste for residents e.g. bricks, timber, sand, soil	Projects	Med



Create value in the community

We will establish and support projects in the community that create social value from a residential level through to commercial level.

Target	Action	Accountable team	Priority
Community based source separation initiatives by 2027	Establish community engagement programs for source separation initiatives e.g. education hubs, school programs, community group support, bin tagging programs	Sustainability	Med
	Utilise current community programs to provide education on material re-use and issues regarding poor source separation e.g. Avon Descent Family Fun Days	Sustainability	Med
	Use the proposed collection fleet as an educational billboard for source separation education and requirements	Operations	Med
	Establish a verge collection and shared valet service program. This includes a waste classification program for different materials and costings.	Operations	High
Increased participation in behavior change programs	Provide education around net zero, circular economy and environmentally safe waste management solutions	Sustainability	Med
	Integrate circular economy education and awareness into all community engagement initiatives	Sustainability	Med
	Benchmark current participation rates in our sustainability programs	Sustainability	High
	Establish a Sustainability Strategy stakeholder engagement plan e.g. engage with the community to highlight our sustainability initiatives	Sustainability	High
Use of recovered material in the region by 2040	Map regional synergies for material identification and resource recovery	Operations	Med
	Establish multiple tiered industrial charge and discount-rates for our services dependent on company sustainability rating to encourage better waste management in the region	CEO	Low
	Establish community recycling and reuse network for exchange of products, reuse initiatives, repair cafes and identification of regional synergies	Operations	High
	Identify member council uses for recovered materials e.g. woodchip mulching, FOGO fertiliser products, construction materials, road surfacing, energy reuse	Operations	Med





# Materiality Assessment

At a local and regional government level, action planning to contribute to achieve each of the SDGs is restricted by their areas of influence and context. These areas of influence were identified through a sustainability framing workshop followed by a desktop materiality assessment of the our current programs and services.

A materiality assessment is an important stage in the development of a Sustainability Strategy as it assists in identifying priority areas and actionable activities.

The sustainability framing workshop was undertaken on Wednesday 22 September 2021 in our administration building in Belmont. The workshop was facilitated by an external consultant all members of the Executive Leadership Team and selected supporting staff in attendance. This allowed for representation of each of our business groups to identify the sustainability themes deemed most important to us.

The workshop was designed to create alignment between the business groups and work through any misconceptions associated with the role of sustainability in an organisation. This was achieved through the following process:

- **Introduction:** The workshop commenced with a discussion about sustainability drivers, national and international initiatives, and the importance of establishing a robust Sustainability Strategy to achieve the our strategic vision.
- **Divergent thinking exercise:** Each of the workshop participants then spent some time identifying personal and our specific sustainability themes before aligning them with each of the 17 SDGs. This process helped to highlight the range of motivating themes across the organisation and challenge the outcomes captured during the Strategic Review. It also created a visual representation of which of the UNSDG's are most important to the us as an organisation. The weighting and range of themes were then discussed at length to gain alignment between the workshop participants as to which areas we have the most influence.
- **Workshop relevance and industry alignment:** The facilitator then initiated a discussion around the our sustainability drivers, global goals and targets and best practice guidance for a local government association. Case studies such as the City of Melbourne were used to demonstrate what best practice alignment to the UNSDG's can look like and illustrated incorporation of the goals into our strategic planning.
- **Sustainable problem solving:** Workshop participants were split into three groups to explore WA's rapidly growing end of life solar panel disposal issue. Working separately, each group discussed the sustainability issue with respect to the opportunity the panels provides, how they could tap into the market, identifying any existing infrastructure they can utilise or adapt and establishing the best approach to minimising this issue in the future. The responses of each group fed into a group discussion to determine the viability of the proposed solutions. Following the discussion, case studies were presented to the group to illustrate technologies and processes adopted by organisations who are leaders in this area such as the ELSi Project in Europe and Lotus Energy in Melbourne.
- **Drivers and vision mapping:** A group discussion was facilitated to begin developing new sustainability goals and objectives. With our key areas of influence as reference, input from all workshop participants was used to reach a consensus regarding what key areas the we should focus on going forward. This included high level idea generation regarding operational barriers and risks associated with the implementation of each goal.

Following the workshop, each of the SDG's to identify goals that could be influenced by our operations and assess which areas are of material concern. The outcomes of the workshop themes identified and desktop materiality assessment Table 1 which identified the key priority areas for us going forward.



Table 1 Desktop materiality assessment and areas of influence identification

UNSDG and relevant targets	Workshop themes and discussion areas	Materiality assessment (by external consultant)
<p><b>Goal 1: End poverty in all its forms everywhere</b></p> <p>By 2030, reduce at least by half the proportion of men, women and children of all ages living in poverty in all its dimensions according to national definitions.</p> <p>By 2030, ensure that all men and women, in particular the poor and the vulnerable, have <b>equal rights to economic resources</b>, as well as access to basic services, ownership and control over land and other forms of 13 property, inheritance, natural resources, appropriate new technology and financial services, including micro-finance.</p>	No Notes	<p>Tertiary priority as there is no current ability for the EMRC to support or influence this SDG directly.</p> <p>The EMRC currently does not have any programs or initiatives that contribute directly to ending poverty, and as recognised in the workshop there were no driving factors or identification of this goal as an area of interest.</p>
<p><b>Goal 2: End hunger, achieve food security and improved nutrition and promote sustainable agriculture</b></p> <p>By 2030, double the agricultural productivity and incomes of <b>small-scale food producers</b>, in particular women, indigenous peoples, family farmers, pastoralists and fishers, including through secure and equal access to land, other productive resources and inputs, knowledge, financial services, markets and opportunities for value addition and non-farm employment</p> <p>By 2030, ensure sustainable food production systems and implement resilient agricultural practices that increase productivity and production, that help maintain ecosystems, that strengthen capacity for adaptation to climate change, extreme weather, drought, flooding and other disasters and that <b>progressively improve land and soil quality</b></p>	<ul style="list-style-type: none"> <li>No food waste</li> <li>Food for all</li> </ul>	<p>Tertiary priority as the EMRC currently does not have any programs or initiatives that contribute directly to Goal 2, and as recognised in the workshop there were limited driving factors or identification of this goal as an area of interest.</p> <p>However, the EMRC does indirectly contribute to Goal 2 through initiatives such as the FOGO program. FOGO provides a solution to food waste as and produces a natural fertiliser which reduces the use of organic fertilisers and therefore contributing to sustainable agriculture by promoting resilient agricultural practices and helping to maintain ecosystems.</p> <p>Additionally, the EMRC's wood chipping and mulching services also contribute to sustainable agriculture by improving land and soil quality to strengthen capacity for adaption to climate change.</p>
<p><b>Goal 3: Ensure healthy lives and promote well-being for all at all ages</b></p> <p>By 2030, reduce by one third premature mortality from non-communicable diseases through prevention and treatment and <b>promote mental health and well-being</b></p> <p>By 2030, substantially reduce the number of deaths and illnesses from <b>hazardous chemicals and air, water and soil pollution and contamination</b></p>	<ul style="list-style-type: none"> <li>Community engagement</li> </ul>	<p>Tertiary consideration with no direct actions associated with this goal.</p> <p>The EMRC currently does not have any programs or initiatives that contribute directly to Goal 3, and as recognised in the workshop there were very limited driving factors or identification of this goal as an area of interest.</p> <p>However, through their landfill and waste processing services where the EMRC disposes and contains this waste and therefore reducing its presence in the environment and ultimately human interaction, the EMRC is indirectly contributing to Goal 4 by aligning with the target that states to reduce the number of deaths and illnesses from hazardous chemicals in the air, water and soil pollution and contamination.</p>



UNSDG and relevant targets	Workshop themes and discussion areas	Materiality assessment (by external consultant)
<p><b>Goal 4: Ensure inclusive and equitable quality education and promote lifelong learning opportunities for all</b></p> <p>By 2030, substantially increase the number of youth and adults who have <b>relevant skills, including technical and vocational skills</b>, for employment, decent jobs and entrepreneurship</p> <p>By 2030, ensure that all learners acquire the <b>knowledge and skills needed to promote sustainable development, including, among others, through education for sustainable development and sustainable lifestyles</b>, human rights, gender equality, promotion of a culture of peace and non-violence, global citizenship and appreciation of cultural diversity and of culture's contribution to sustainable development</p>	<ul style="list-style-type: none"> <li>• Circular economy school programs</li> <li>• Sustainability communications programs</li> </ul>	<p>Secondary consideration with no direct actions associated with this goal.</p> <p>The EMRC currently does not have any programs or initiatives that contribute directly to Goal 4, and as recognised in the workshop there were limited driving factors or identification of this goal as a key area of interest. However, with a transition to a circular economy, EMRC will introduce new education and training initiatives to promote overall sustainable development.</p> <p>The EMRC will however contribute indirectly to this goal through the upskilling of their workforce required to implement new sustainability initiatives, and through the support of community behaviour change programs which will improve knowledge and skills pertaining to living a more sustainable lifestyle.</p>
<p><b>Goal 5: Achieve gender equality and empower all women and girls</b></p> <p>Ensure women's full and effective participation and equal opportunities for leadership at all levels of decision making in political, economic and public life</p>	<p>No Notes</p>	<p>This is a tertiary priority as there is no current ability for the EMRC to influence this UNSDG at a community level but there is potential to integrate this at an organisational level.</p> <p>The EMRC currently does not have any programs or initiatives that contribute directly to Goal 5, and as recognised in the workshop there were no driving factors or identification of this goal as an area of interest.</p>
<p><b>Goal 6: Ensure availability and sustainable management of water and sanitation for all</b></p> <p>By 2030, improve water quality by reducing <b>pollution, eliminating dumping and minimizing release of hazardous chemicals and materials</b>, halving the proportion of untreated wastewater and substantially increasing recycling and safe reuse globally</p> <p>Support and strengthen the participation of local communities in improving water and sanitation management</p>	<ul style="list-style-type: none"> <li>• Providing safe and continuous drinking water</li> <li>• Preserve our waterways</li> <li>• Water conservation</li> <li>• Contaminated waste remediation &amp; management</li> </ul>	<p>This is a secondary priority that will be supported through the 5 areas of influence.</p> <p>As recognised in the workshop, Goal 6 had multiple driving factors and was identified as a potential key area of interest. However, due to the more direct relationship between current EMRC programs and initiatives to other SDG's, Goal 6 has been identified as a secondary consideration that will be supported and contributed to through the 5 key areas of influence.</p> <p>Current programs and initiatives implemented by the EMRC that directly contribute to Goal 6 include: Water Sensitive Futures program (including Waterwise Council Accreditation)</p>

UNSDG and relevant targets	Workshop themes and discussion areas	Materiality assessment (by external consultant)
<p><b>Goal 7: Ensure access to affordable, reliable, sustainable and modern energy for all</b></p> <p>By 2030, enhance international cooperation to facilitate access to clean energy research and technology, including renewable energy, energy efficiency and advanced and cleaner fossil-fuel technology, and <b>promote investment in energy infrastructure and clean energy technology</b></p>	<ul style="list-style-type: none"> <li>• Renewable energy e.g. solar</li> <li>• Water recycling</li> <li>• Energy efficiency</li> <li>• Electrification (EV's, building, etc)</li> </ul>	<p>This is a secondary priority that will be supported through the 5 areas of influence.</p> <p>As recognised in the workshop, Goal 7 had multiple driving factors and was identified as a potential key area of interest. However, due to the more direct relationship between current EMRC programs and initiatives to other UNSDG's, Goal 7 has been deemed a secondary consideration that will be supported and contributed to through the 5 key areas of influence.</p> <p>Current programs and initiatives implemented by the EMRC that directly contribute to Goal 7 include their landfill gas capture system, wood waste to energy facility and regional energy benchmarking studies.</p>
<p><b>Goal 8: Promote sustained, inclusive and sustainable economic growth, full and productive employment and decent work for all</b></p> <p>Achieve higher levels of economic productivity through <b>diversification, technological upgrading and innovation</b>, including through a focus on high-value added and labour-intensive sectors</p> <p>Improve progressively, through 2030, global resource efficiency in consumption and production and endeavour to <b>decouple economic growth from environmental degradation</b>, in accordance with the 10-year framework of programmes on sustainable consumption and production, with developed countries taking the lead</p> <p>By 2030, achieve full and productive employment and decent work for all women and men, including for young people and persons with <b>disabilities, and equal pay for work of equal value</b></p>	<ul style="list-style-type: none"> <li>• Financial stability</li> </ul>	<p>Secondary priority that will be supported through the 5 areas of influence.</p> <p>As recognised in the workshop, Goal 8 had very limited driving factors and identification as an area of interest. However, Goal 8 has been deemed a secondary consideration that will be supported and contributed to through the 5 key areas of influence.</p> <p>The EMRC does directly contribute to Goal 8 through their employment of at risk or with a pre-established physical or mental disability at their operational facilities.</p>
<p><b>Goal 9: Build resilient infrastructure, promote inclusive and sustainable industrialisation and foster innovation</b></p> <p>Develop <b>quality, reliable, sustainable and resilient infrastructure</b>, including regional and transborder infrastructure, to support economic development and human well-being, with a focus on affordable and equitable access for all</p> <p>By 2030, upgrade infrastructure and retrofit industries to make them sustainable, with <b>increased resource-use efficiency and greater adoption of clean and environmentally sound technologies and industrial processes</b>, with all countries taking action in accordance with their respective capabilities</p>	<ul style="list-style-type: none"> <li>• Best practice operations</li> <li>• Economic financial sustainability</li> <li>• Lead by example in terms of sustainability regardless of cost</li> <li>• Continue to provide environmentally sustainable waste management solutions</li> <li>• Transforming transport: healthy streets, hydrogen vehicles, walking or cycling</li> </ul>	<p><b>Primary: Area of influence</b></p> <p>As recognised in the workshop, there were several driving factors identified as contributory to Goal 9 and thus highlighting it as a key area of influence for the EMRC.</p> <p>Current programs and initiatives implemented by the EMRC that directly contribute to Goal 9 include: Urban Integrated Development</p>
<p><b>Goal 10: Reduce inequality within and among countries</b></p>	<p>No notes</p>	<p>The EMRC currently does not have any and hence this is considered a tertiary priority.</p> <p>Their current programs and initiatives that contribute directly to Goal 10, and as recognised in the workshop there were no driving factors or identification of this goal as a key area of interest.</p>

UNSDG and relevant targets	Workshop themes and discussion areas	Materiality assessment (by external consultant)
<p><b>Goal 11: Make cities and human settlements inclusive, safe, resilient and sustainable</b></p> <p>By 2030, provide access to safe, affordable, accessible and sustainable transport systems for all, <b>improving road safety</b>, notably by expanding public transport, with special attention to the needs of those in vulnerable situations, women, children, persons with disabilities and older persons</p> <p>By 2030, reduce the adverse per capita environmental impact of cities, including by paying special attention to <b>air quality and municipal and other waste management</b></p> <p>By 2030, provide universal access to safe, <b>inclusive and accessible, green and public spaces</b>, in particular for women and children, older persons and persons with disabilities</p>	<ul style="list-style-type: none"> <li>• FOGO</li> <li>• Environment and urban development</li> <li>• Green spaces</li> <li>• Energy (Solar &amp; self-sustainable properties)</li> <li>• No plastics</li> <li>• Green buildings – green walls</li> <li>• Active transport</li> <li>• Zero waste by; trading textiles, reusing equipment or household goods “buy nothing”</li> <li>• Move away from landfill</li> </ul>	<p><b>Primary: Area of influence</b></p> <p>As recognised in the workshop, there were several driving factors identified as contributory to Goal 11 and thus highlighting it as a key area of influence for the EMRC.</p> <p>Current programs and initiatives implemented by the EMRC that directly contribute to Goal 11 include: Achieving Carbon Emission Reduction (ACER) Program, Benchmarking Building Efficiency (BBE), Urban Integrated Development and Waste Education Services</p>
<p><b>Goal 12: Ensure sustainable consumption and production patterns</b></p> <p>By 2030, <b>halve per capita global food waste</b> at the retail and consumer levels and reduce food losses along production and supply chains, including post-harvest losses</p> <p>By 2020, achieve the <b>environmentally sound management of chemicals and all wastes throughout their life cycle</b>, in accordance with agreed international frameworks, and significantly reduce their release to air, water and soil in order to minimize their adverse impacts on human health and the environment</p> <p>By 2030, <b>substantially reduce waste generation through prevention, reduction, recycling and reuse</b></p> <p>Encourage companies, especially large and transnational companies, to adopt sustainable practices and to <b>integrate sustainability information into their reporting cycle</b></p> <p>Promote <b>public procurement practices</b> that are sustainable, in accordance with national policies and priorities</p>	<ul style="list-style-type: none"> <li>• Investigate more re-use in our waste management practices</li> <li>• Circular economy</li> <li>• Illegal dumping and litter</li> <li>• Minimize waste</li> <li>• Mandatory recycled content in all products</li> <li>• Regenerative farming</li> <li>• Leaving a legacy for generation – a world they can live in</li> <li>• Eliminate use of single use plastics and other materials</li> <li>• Re-use what we produce</li> <li>• Green travel</li> <li>• FOGO low contamination through resident engagement</li> </ul>	<p><b>Primary: Area of influence</b></p> <p>As recognised in the workshop, there were several driving factors identified as contributory to Goal 12 and thus highlighting it as a key area of influence for the EMRC.</p> <p>Current programs and initiatives implemented by the EMRC that directly contribute to Goal 12 include: Circular and Economic Development and Waste Education Services</p>



UNSDG and relevant targets	Workshop themes and discussion areas	Materiality assessment (by external consultant)
<p>Goal 13: Take urgent action to combat climate change and its impacts</p> <p>Improve <b>education, awareness-raising and human and institutional capacity</b> on climate change mitigation, adaptation, impact reduction and early warning</p>	<ul style="list-style-type: none"> <li>Increased fires impacting RHWMF operations</li> <li>Waste recovery</li> <li>Zero waste</li> <li>Openness to change leading to sustainable outcomes</li> <li>Materials recovery</li> <li>FOGO</li> <li>Policy and action planning</li> <li>Clean environment</li> <li>Reducing community waste</li> <li>Urban heat generation – impact on people and the environment</li> </ul>	<p><b>Primary: Area of influence</b></p> <p>As recognised in the workshop, there were several driving factors identified as contributory to Goal 13 and thus highlighting it as a key area of influence for the EMRC.</p> <p>Current programs and initiatives implemented by the EMRC that directly contribute to Goal 13 include: Achieving Carbon Emission Reduction (ACER) Program and Waste Education Services</p>
<p>Goal 14: Conserve and sustainably use the oceans, seas and marine resources for sustainable development</p> <p>By 2025, prevent and significantly <b>reduce marine pollution of all kinds</b>, in particular from land-based activities, including marine debris and nutrient pollution</p>	<ul style="list-style-type: none"> <li>Waterways and river conservation in the eastern region</li> </ul>	<p>This is a tertiary priority as there is no current ability for the EMRC to influence this UNSDG. As recognised in the workshop, Goal 14 had very limited driving factors and identification as an area of interest. However, Goal 14 will be indirectly supported and contributed to through the 5 key areas of influence.</p> <p>Programs and initiatives implemented by the EMRC that directly contribute to Goal 14 include: Water Sensitive Futures program (including Waterwise Council Accreditation)</p>
<p>Goal 15: Protect, restore and promote sustainable use of terrestrial ecosystems, sustainably manage forests, combat desertification, and halt and reverse land degradation and halt biodiversity loss</p> <p>By 2030, combat desertification, <b>restore degraded land and soil</b>, including land affected by desertification, drought and floods, and strive to achieve a land degradation-neutral world</p> <p>Promote fair and equitable sharing of the benefits arising from the utilization of genetic resources and promote appropriate access to such resources, as internationally agreed</p> <p>By 2020, <b>integrate ecosystem and biodiversity values into national and local planning</b>, development processes, poverty reduction strategies and accounts</p>	<ul style="list-style-type: none"> <li>Biodiversity</li> <li>Conservation</li> <li>Rehabilitation</li> <li>Regreening agriculture – tree planting</li> <li>Leave a good environment for future generations</li> <li>Parks and recreation – community gardens</li> <li>Fire management in bushfire areas</li> <li>Family</li> <li>Climate change – fire &amp; water</li> <li>People management and workplace sustainability</li> </ul>	<p>Secondary consideration that will be supported through the 5 areas of influence.</p> <p>As recognised in the workshop, Goal 15 had several driving factors and was identified as a potential key area of interest. However, due to the more direct relationship between current EMRC programs and initiatives to other SDG's, Goal 15 has been identified as a secondary consideration that will be supported and contributed to through the 5 key areas of influence.</p> <p>Current programs and initiatives implemented by the EMRC that directly contribute to Goal 15 include: Waste Education Services focusing on Waste Plans</p>

UNSDG and relevant targets	Workshop themes and discussion areas	Materiality assessment (by external consultant)
<p>Goal 16: Promote peaceful and inclusive societies for sustainable development, provide access to justice for all and build effective, accountable and inclusive institutions at all levels</p> <p>Develop <b>effective, accountable and transparent institutions at all levels.</b></p> <p>Ensure responsive, inclusive, participatory and representative decision-making at all levels.</p> <p>Promote and enforce non-discriminatory laws and policies for sustainable development.</p>	<ul style="list-style-type: none"> <li>Shift thinking and culture away from short-term profit to long term sustainability and material reuse initiatives</li> </ul>	<p>Secondary consideration that will be supported through the 5 areas of influence.</p> <p>As recognised in the workshop, Goal 16 had very limited driving factors and identification as an area of interest. However, Goal 16 has been identified as a secondary consideration and will be supported and contributed to through the 5 key areas of influence.</p>
<p>Goal 17: Strengthen the means of implementation and revitalize the global partnership for sustainable development</p> <p>Mobilize additional financial resources for developing countries from multiple sources</p> <p>Enhance global macroeconomic stability, including through policy coordination and policy coherence</p> <p>Enhance policy coherence for sustainable development</p> <p>Encourage and promote effective public, public-private and civil society partnerships, building on the <b>experience and resourcing strategies of partnerships Data, monitoring and accountability</b></p>	<ul style="list-style-type: none"> <li>Leadership</li> <li>Waste education</li> <li>Other 'green' energy alternatives e.g. Solar + wind farms</li> <li>Community involvement</li> <li>Partnerships and better ways of working</li> <li>Knowledge hub to inform and connect</li> <li>Innovative solutions that are accountable</li> </ul>	<p><b>Area of influence</b></p> <p>As recognised in the workshop, there were several driving factors identified as contributory to Goal 17 and thus highlighting it as a key area of influence for the EMRC.</p> <p>Current programs and initiatives implemented by the EMRC that directly contribute to Goal 13 include: Urban Sustainability Assessment Programs (USAP), Urban Integrated Development, Waste Education Services (including advisory groups)</p>

#### 14.14 ITEMS CONTAINED IN THE INFORMATION BULLETIN (D2021/21330)

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

1. REGISTER OF COUNCIL RESOLUTIONS 2021 (D2021/22872)
2. CEO EXERCISE OF DELEGATED POWERS AND DUTIES (D2021/22873)
3. 2020/2021 COUNCIL TONNAGE COMPARISONS AS AT 31 OCTOBER 2021 (D2021/22869)
4. CORPORATE BUSINESS PLAN 2021/2022 – 2025/2026 – FIRST QUARTER REPORTING FROM JULY TO SEPTEMBER 2021 (D2021/23201)
5. SUSTAINABILITY TEAM REPORT UPDATE (D2021/23203)
6. REPORT ON THE WA 2021 WASTE AND RECYCLE CONFERENCE (D2021/23204)

#### **RECOMMENDATION**

That the Council notes the items contained in the Information Bulletin accompanying the 25 November 2021 Ordinary Meeting of Council Agenda.

#### **COUNCIL RESOLUTION**

MOVED CR

SECONDED CR

**15      REPORTS OF COMMITTEES****15.1      LEGAL COMMITTEE MEETING HELD 29 SEPTEMBER 2021 (D2021/20427)**

The minutes of the Legal Committee meeting held on 29 September 2021 accompany and form part of this agenda – (refer to section of 'Minutes of Committees' for Council accompanying this Agenda).

**QUESTIONS**

The Chairman invites general questions from members on the minutes of the Legal Committee.

**RECOMMENDATION(S)**

That Council notes the recommendation(s) in the Legal Committee report (Section 15.1).

**COUNCIL RESOLUTION(S)**

MOVED CR

SECONDED CR

## 15.2 AUDIT COMMITTEE MEETING HELD 7 OCTOBER 2021 (D2021/20891)

The minutes of the Audit Committee meeting held on 7 October 2021 accompany and form part of this agenda – (refer to section of 'Minutes of Committees' for Council accompanying this Agenda).

### **QUESTIONS**

The Chairman invites general questions from members on the minutes of the Audit Committee.

### **RECOMMENDATION(S)**

That with the exception of items ....., which are to be withdrawn and dealt with separately Council adopts the recommendation(s) in the Audit Committee report (Section 15.2).

### **COUNCIL RESOLUTION(S)**

MOVED CR

SECONDED CR

### 15.3 AUDIT COMMITTEE MEETING HELD 11 NOVEMBER 2021 (D2021/20900)

The minutes of the Audit Committee meeting held on 11 November 2021 accompany and form part of this agenda – (refer to section of 'Minutes of Committees' for Council accompanying this Agenda).

#### **QUESTIONS**

The Chairman invites general questions from members on the minutes of the Audit Committee.

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

That with the exception of items ....., which are to be withdrawn and dealt with separately Council adopts the recommendation(s) in the Audit Committee report (Section 15.3).

#### **COUNCIL RESOLUTION(S)**

MOVED CR

SECONDED CR



**16        REPORTS OF DELEGATES****17        MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN****18        NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE CHAIRMAN OR PRESIDING MEMBER OR BY DECISION OF MEETING****19        CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC****RECOMMENDATION (Closing Meeting to the Public)**

That with the exception of ....., the meeting be closed to members of the public in accordance with Section 5.23(2)(c) of the *Local Government Act 1995* for the purpose of dealing with matters of a confidential nature.

**COUNCIL RESOLUTION**

MOVED CR

SECONDED CR

**19.1      PROGRESS REPORT ON EMRC REQUEST FOR TENDER 2021-002 PERMANENT FOGO PROCESSING FACILITY (D2021/23143)**

This item is recommended to be confidential because it contains matters of commercial-in-confidence nature.

See Confidential Item circulated with the Agenda under Separate Cover.

**19.2      HAZELMERE WOOD WASTE TO ENERGY PLANT UPDATE (D2021/23149)**

This item is recommended to be confidential because it contains matters of a commercial-in-confidence nature.

See Confidential Item circulated with the Agenda under Separate Cover.

**19.3      EAST ROCKINGHAM WASTE TO ENERGY PROJECT UPDATE (D2021/23135)**

This item is recommended to be confidential because it contains matters of a commercial-in-confidence nature.

See Confidential Item circulated with the Agenda under Separate Cover.

**19.4      DELEGATION OF AUTHORITY TO THE CHIEF EXECUTIVE OFFICER (D2021/23003)**

This item is recommended to be confidential because it contains matters of a commercial-in-confidence nature.

See Confidential Item circulated with the Agenda under Separate Cover.

**19.5 SUSTAINABILITY WASTE ALLIANCE (D2021/23795)**

This item is recommended to be confidential because it contains matters of a commercial-in-confidence nature.

See Confidential Item circulated with the Agenda under Separate Cover.

**19.6 ITEM 14.1 OF THE LEGAL COMMITTEE MINUTES – 29 SEPTEMBER 2021 – SEEKING INSTRUCTIONS REGARDING A LEGAL MATTER [CONFIDENTIAL MATTER IN ACCORDANCE WITH LOCAL GOVERNMENT ACT 1995 s.5.23(2)(d)] (D2021/20893)**

This item is recommended to be confidential because it contains matters of a commercial-in-confidence nature.

See Confidential Item circulated with the Agenda under Separate Cover.

**RECOMMENDATION [Meeting re-opened to the Public]**

That the meeting be re-opened, the members of the public be invited to return to the meeting and the recommendations passed behind closed doors be recorded.

**COUNCIL RESOLUTION(S)**

MOVED CR

SECONDED CR

Recording of the resolutions passed behind closed doors, namely:

**19.1 PROGRESS REPORT ON EMRC REQUEST FOR TENDER 2021-002 PERMANENT FOGO PROCESSING FACILITY (D2021/23143)**

**COUNCIL RESOLUTION(S)**

MOVED CR

SECONDED CR

**19.2 HAZELMERE WOOD WASTE TO ENERGY PLANT UPDATE (D2021/23149)**

**COUNCIL RESOLUTION(S)**

MOVED CR

SECONDED CR

**19.3 EAST ROCKINGHAM WASTE TO ENERGY PROJECT UPDATE (D2021/23135)**

**COUNCIL RESOLUTION(S)**

MOVED CR

SECONDED CR

**19.4 DELEGATION OF AUTHORITY TO THE CHIEF EXECUTIVE OFFICER (D2021/23003)**

**COUNCIL RESOLUTION(S)**

MOVED CR

SECONDED CR

## 19.5 SUSTAINABILITY WASTE ALLIANCE (D2021/23795)

### COUNCIL RESOLUTION(S)

MOVED CR

SECONDED CR

## 19.6 ITEM 14.1 OF THE LEGAL COMMITTEE MINUTES – 29 SEPTEMBER 2021 – SEEKING INSTRUCTIONS REGARDING A LEGAL MATTER [CONFIDENTIAL MATTER IN ACCORDANCE WITH LOCAL GOVERNMENT ACT 1995 s.5.23(2)(d)] (D2021/20893)

### COUNCIL RESOLUTION(S)

MOVED CR

SECONDED CR

## 20 FUTURE MEETINGS OF COUNCIL

The next meeting of Council will be held on Thursday 24 February 2022 at the EMRC Administration Office, 1st Floor, 226 Great Eastern Highway, Ascot WA 6104 commencing at 6.00pm.

### Future Meetings 2022

Thursday	24 February		at	EMRC Administration Office
Thursday	24 March		at	EMRC Administration Office
Thursday	28 April	(if required)	at	EMRC Administration Office
Thursday	26 May	(if required)	at	EMRC Administration Office
Thursday	23 June		at	EMRC Administration Office
Thursday	28 July	(if required)	at	EMRC Administration Office
Thursday	25 August	(if required)	at	EMRC Administration Office
Thursday	22 September	(if required)	at	EMRC Administration Office
Thursday	27 October	(if required)	at	EMRC Administration Office
Thursday	24 November	(if required)	at	EMRC Administration Office

## 21 DECLARATION OF CLOSURE OF MEETING