

INFORMATION BULLETIN

D2022/12189

**Accompanying the
Ordinary Meeting of Council Agenda
25 August 2022**

Information Bulletin

25 August 2022

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1. REGISTER OF COUNCIL RESOLUTIONS 2022

D2022/09916

PURPOSE OF REPORT

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

KEY POINTS AND RECOMMENDATIONS

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

SOURCE OF REPORT

Chief Financial Officer

BACKGROUND

- 1 One of the characteristics often associated with transparency in local government is to keep Council and members of the public informed. This can be achieved by providing knowledge regarding Council resolutions in a useful and readily accessible manner. As a local government, the EMRC actively seek methods to do its business in a transparent and accountable manner where everyone can see what is happening.
- 2 With this in mind, the EMRC builds trust with its stakeholders and others we serve in the community.

REPORT

- 3 The attachment provides a list of Council resolutions made during the calendar year to improve transparency and accountability. The register is reported back to Council at each ordinary meeting of Council.

STRATEGIC/POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

- 5 As reported.

SUSTAINABILITY IMPLICATIONS

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

RISK MANAGEMENT

Risk – Non-Compliance with EMRC’s responsibility to maintain responsible and accountable governance and management of the organisation.

Consequence	Likelihood	Rating
Moderate	Unlikely	Moderate
Action/Strategy		
➤ Update to be provided to Council to comply with a past resolution of Council.		

MEMBER COUNCIL IMPLICATIONS

Member Council

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

Implication Details

As reflected in the respective reports.

ATTACHMENT(S)

Register of Council Resolutions 2022 (D2022/12186)



COUNCIL RESOLUTION REGISTER 2022

	DATE	RESOLUTION	STATUS
1.	23 JUNE 2022	9 CONFIRMATION OF MINUTES OF PREVIOUS MEETING 9.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 26 MAY 2022 THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 26 MAY 2022 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.	COMPLETED
2.	23 JUNE 2022	14 REPORTS OF EMPLOYEES 14.1 LIST OF ACCOUNTS PAID DURING THE MONTH OF MAY 2022 (D2022/09920) THAT COUNCIL NOTES THE CEO'S LIST OF ACCOUNTS FOR MAY 2022 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 \$8,926,399.48.	COMPLETED
3.	23 JUNE 2022	14.2 FINANCIAL REPORT FOR PERIOD ENDED 31 MAY 2022 (D2022/09921) 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 MAY 2022.	COMPLETED
4.	23 JUNE 2022	14.3 PROPOSED NEW COUNCIL POLICY 1.12 – PERSONAL PROTECTIVE EQUIPMENT (PPE) COSTS INCURRED BY COUNCIL MEMBERS (D2022/10086) THAT COUNCIL BY ABSOLUTE MAJORITY IN ACCORDANCE WITH S.5.98 OF THE LOCAL GOVERNMENT ACT 1995 ADOPTS A NEW COUNCIL POLICY 1.12 - PERSONAL PROTECTIVE EQUIPMENT (PPE) COSTS INCURRED BY COUNCIL MEMBERS FORMING THE ATTACHMENT TO THIS REPORT.	COMPLETED
5.	23 JUNE 2022	14.4 REQUEST FOR QUOTATION RFQ 2022-103 – SUPPLY AND DELIVERY OF ONE 20 TONNE WHEEL LOADER FOR THE RED HILL WASTE MANAGEMENT FACILITY (D2022/10088) THAT COUNCIL ACCEPT: 1. THE QUOTATION FOR THE SUPPLY AND DELIVERY TO THE RED HILL WASTE MANAGEMENT FACILITY OF ONE (1) HITACHI ZW250-5 (ISUZU ENGINE) 20 TONNE WHEEL LOADER INCLUDING A FIVE (5) YEAR/8,000 HOURS EXTENDED WARRANTY AND ADDITIONAL EXTRAS SUBMITTED BY HITACHI CONSTRUCTION MACHINERY (AUSTRALIA) PTY LTD, FOR THE SUM OF \$414,829.10 (EX GST). 2. THE OFFER TO UNDERTAKE A FIXED PRICE PREVENTATIVE MAINTENANCE AGREEMENT FOR THE HITACHI ZW250-5 (ISUZU ENGINE) 20 TONNE WHEEL LOADER TO BE LOCATED AT THE RED HILL WASTE MANAGEMENT FACILITY FOR A ONE (1) YEAR/2,000 HOURS PERIOD SUBMITTED BY HITACHI CONSTRUCTION MACHINERY (AUSTRALIA) PTY LTD AT A TOTAL COST OF \$11,136.00 (EX GST), EQUATING TO A COST OF \$5.57/OPERATING HOUR (EX GST).	IN PROGRESS

DATE		RESOLUTION	STATUS
6.	23 JUNE 2022	14.5 REVIEW OF COUNCIL POLICIES (D2022/10098) THAT: 1. COUNCIL ADOPTS THE POLICIES AS REVIEWED AND AMENDED FORMING ATTACHMENT 3 TO THIS REPORT. 2. THAT THE FIVE (5) POLICIES, AS REVIEWED AND AMENDED FORMING ATTACHMENT 3 TO THIS REPORT, BE REVIEWED IN THE TWELVE MONTHS FOLLOWING THE ORDINARY ELECTION DAY IN 2023.	COMPLETED
7.	23 JUNE 2022	14.6 EXEMPTION FROM TENDER REGULATION FOR A CONTRACTOR (D2022/10101) THAT COUNCIL: 1. COUNCIL ACKNOWLEDGES THAT BECAUSE OF AVORA ENERGY'S PREVIOUS INVOLVEMENT, KNOWLEDGE AND EXPERIENCE, IT HAS GOOD REASON TO BELIEVE THERE IS UNLIKELY TO BE ANY OTHER SUPPLIER WHO CAN PROVIDE SIMILAR VALUE FOR MONEY TO COMPLETE THE ELECTRICAL INSTALLATION AND ASSOCIATED WORKS FOR THE HAZELMERE WOOD WASTE TO ENERGY PROJECT. 2. IN ACCORDANCE WITH R.11(2)(F) OF THE LOCAL GOVERNMENT (FUNCTIONS AND GENERAL) REGULATIONS 1996 TENDERS NOT BE PUBLICLY INVITED ON THIS OCCASION.	IN PROGRESS
8.	23 JUNE 2022	14.7 WASTE & RECYCLE 2022 CONFERENCE – SEPTEMBER 2022 (D2022/10822) THAT: 1. COUNCILLORS AND OFFICERS NOTE THE DATES OF 14 AND 15 SEPTEMBER 2022 FOR THE WA WASTE & RECYCLE 2022 CONFERENCE. 2. COUNCILLOR(S) KATHRYN HAMILTON, CR JO CICCHINI, CR DYLAN O'CONNOR, CR HILARY MACWILLIAM AND THE CHIEF EXECUTIVE OFFICER BE AUTHORISED TO ATTEND THE WA WASTE & RECYCLE 2022 CONFERENCE. 3. TWO (2) PLACES TO THE WA WASTE & RECYCLE 2022 CONFERENCE BE OFFERED TO THE WASTE MANAGEMENT COMMUNITY REFERENCE GROUP (WMCRG) IN THE EVENT THAT SOME MEMBERS MAY WISH TO ATTEND.	IN PROGRESS
9.	23 JUNE 2022	14.8 ITEMS CONTAINED IN THE INFORMATION BULLETIN (D2022/07425) THAT THE COUNCIL NOTES THE ITEMS CONTAINED IN THE INFORMATION BULLETIN ACCOMPANYING THE 23 JUNE 2022 ORDINARY MEETING OF COUNCIL AGENDA.	COMPLETED
10.	23 JUNE 2022	15 REPORTS OF COMMITTEES 15.1 AUDIT COMMITTEE MEETING HELD 2 JUNE 2022 (D2022/10085) THAT COUNCIL ADOPTS THE RECOMMENDATIONS IN THE AUDIT COMMITTEE REPORT (SECTION 15.1).	COMPLETED

DATE		RESOLUTION	STATUS
11.	23 JUNE 2022	19 CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC 19.1 ITEM 14.1 OF THE AUDIT COMMITTEE MINUTES – CYBER SECURITY AUDIT – GAP ANALYSIS (D2022/10074) THAT: 1. THE REPORT AND THE CYBER SECURITY GAP ANALYSIS FORMING THE ATTACHMENT TO THE REPORT BE RECEIVED. 2. THE REPORT AND THE ATTACHMENT REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO.	COMPLETED
12.	23 JUNE 2022	19.2 REGIONAL WASTE COLLECTION SERVICES UPDATE (D2022/10103) THAT: 1. THE REPORT BE RECEIVED. 2. THE EMRC PROCEEDS WITH THE PRE-PLANNING TASKS IDENTIFIED IN CONSULTATION WITH THE PARTICIPATING MEMBER COUNCILS. 3. A REPORT INCLUDING A BUSINESS CASE WITH RECOMMENDATIONS BE TABLED AT A FUTURE MEETING OF COUNCIL. 4. THE REPORT REMAINS CONFIDENTIAL AND IS CERTIFIED BY THE EMRC CHAIRMAN AND THE CHIEF EXECUTIVE OFFICER.	IN PROGRESS
13.	23 JUNE 2022	19.3 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW AND SALARY REVIEW FOR 2021/2022 AND OBJECTIVE SETTING FOR 2022/2023 (D2022/09468) THAT: 1. COUNCIL ASSESSES THE CHIEF EXECUTIVE OFFICER'S PERFORMANCE FOR THE PERIOD 2021/2022. 2. COUNCIL ADOPTS THE PERFORMANCE CRITERIA OUTLINED WITHIN THE REPORT FOR 2022/2023. 3. COUNCIL ENDORSES THE REQUESTS MADE BY THE CHIEF EXECUTIVE OFFICER AND AUTHORISES A VARIATION OF CONTRACT IN RELATION TO: A) INCREASING THE TOTAL REMUNERATION PACKAGE OF THE CEO BY 2.5%. 4. THE REPORT AND ATTACHMENTS REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO. 3. COUNCIL ENDORSES THE REQUESTS MADE BY THE CHIEF EXECUTIVE OFFICER AND AUTHORISES A VARIATION OF CONTRACT IN RELATION TO: B) THE CEO TO BE ELIGIBLE FOR RDO IN ACCORDANCE WITH THE EMRC MANAGEMENT GUIDELINE (RDO) AND INCORPORATED INTO THE CHIEF EXECUTIVE OFFICER'S EMPLOYMENT AGREEMENT.	COMPLETED

	DATE	RESOLUTION	STATUS
14.	30 MAY 2022	7 APPLICATION FOR LEAVE OF ABSENCE 7.1 CR SUTHERLAND – LEAVE OF ABSENCE THAT COUNCIL APPROVE THE APPLICATIONS FOR LEAVE OF ABSENCE FOR CR SUTHERLAND FROM 24 JUNE 2022 TO 19 JULY 2022 INCLUSIVE.	COMPLETED
15.	30 MAY 2022	9 CONFIRMATION OF MINUTES OF PREVIOUS MEETING 9.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 24 MARCH 2022 THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 24 MARCH 2022 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.	COMPLETED
16.	30 MAY 2022	14.1 LIST OF ACCOUNTS PAID DURING THE MONTHS OF MARCH AND APRIL 2022 (D2022/05968) THAT COUNCIL NOTES THE CEO'S LIST OF ACCOUNTS FOR MARCH AND APRIL 2022 PAID UNDER DELEGATED POWER IN ACCORDANCE WITH REGULATION 13(1) OF THE <i>LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996</i> , FORMING THE ATTACHMENT TO THIS REPORT TOTTALLING \$16,254,385.08.	COMPLETED
17.	30 MAY 2022	14.2 FINANCIAL REPORT FOR PERIOD ENDED 31 MARCH 2022 (D2022/07010) 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 MARCH 2022.	COMPLETED
18.	30 MAY 2022	14.3 FINANCIAL REPORT FOR PERIOD ENDED 30 APRIL 2022 (D2022/07020) 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 APRIL 2022.	COMPLETED
19.	30 MAY 2022	14.4 THE EMRC FINAL DRAFT SUSTAINABILITY STRATEGY 2022/2023 – 2026/2027 (D2022/08110) THAT COUNCIL ENDORSES THE EMRC'S DRAFT SUSTAINABILITY STRATEGY 2022/2023 – 2026/2027, FORMING THE ATTACHMENTS TO THIS REPORT.	COMPLETED
20.	30 MAY 2022	14.5 CHIEF EXECUTIVE OFFICER ATTENDANCE AT AUSTRALIAN ORGANICS RECYCLING ASSOCIATION (AORA) ANNUAL CONFERENCE – 27-29 JUNE 2022 (D2022/08557) THAT COUNCIL APPROVES THE CHIEF EXECUTIVE OFFICER TO ATTEND THE AUSTRALIAN ORGANICS RECYCLING ASSOCIATION (AORA) 2022 ANNUAL CONFERENCE BEING HELD IN GLENELG, SOUTH AUSTRALIA FROM 27 TO 29 JUNE 2022, AT AN ESTIMATED COST OF \$4,000.	COMPLETED
21.	30 MAY 2022	14.6 ITEMS CONTAINED IN THE INFORMATION BULLETIN (D2022/07425) THAT COUNCIL ADOPTS THE RECOMMENDATIONS IN THE REPORTS OF EMPLOYEES (SECTION 14).	COMPLETED

DATE		RESOLUTION	STATUS
22.	30 MAY 2022	19 CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC THAT WITH THE EXCEPTION OF THE CHIEF EXECUTIVE OFFICER, CHIEF FINANCIAL OFFICER, CHIEF OPERATING OFFICER, CHIEF PROJECT OFFICER, CHIEF SUSTAINABILITY OFFICER, MANAGER PROCUREMENT AND GOVERNANCE, INFORMATION SERVICES SUPPORT OFFICER, EXECUTIVE ASSISTANT TO THE CHIEF EXECUTIVE OFFICER AND PERSONAL ASSISTANT TO THE CHIEF FINANCIAL OFFICER THE MEETING BE CLOSED TO MEMBERS OF THE PUBLIC IN ACCORDANCE WITH SECTION 5.23 (2) OF THE <i>LOCAL GOVERNMENT ACT 1995</i> FOR THE PURPOSE OF DEALING WITH MATTERS OF A CONFIDENTIAL NATURE.	COMPLETED
23.		19.1 HAZELMERE WOOD WASTE TO ENERGY PLANT UPDATE (D2022/08116) THAT: 1. THE REPORT BE RECEIVED. 2. COUNCIL BY ABSOLUTE MAJORITY IN ACCORDANCE WITH S6.8 OF THE <i>LOCAL GOVERNMENT ACT 1995</i> APPROVES ADDITIONAL UNBUDGETED EXPENDITURE UP TO THE VALUE OUTLINED BY PARAGRAPH 24 WITHIN THE CONFIDENTIAL REPORT. 3. COUNCIL BY ABSOLUTE MAJORITY IN ACCORDANCE WITH S6.8 OF THE <i>LOCAL GOVERNMENT ACT 1995</i> APPROVES THE COMPLETION OF THE ELECTRICAL WORKS AND ROOF STRUCTURE UP TO THE VALUE OUTLINED BY PARAGRAPH 25 WITHIN THE CONFIDENTIAL REPORT. 4. THE REPORT REMAINS CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO.	IN PROGRESS
24.	30 MAY 2022	19.2 PROGRESS REPORT ON EMRC REQUEST FOR TENDER 2021-002, PERMANENT FOGO PROCESSING FACILITY (D2022/09009) THAT: 1. COUNCIL CONFIRMS SACYR ENVIRONMENT AUSTRALIA PTY LTD (SACYR) AS THE PREFERRED TENDERER FOR REQUEST FOR TENDER 2021-002 PERMANENT FOGO PROCESSING FACILITY. 2. THE REPORT REMAINS CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO.	COMPLETED

	DATE	RESOLUTION	STATUS
25.	24 MARCH 2022	7 APPLICATIONS FOR LEAVE OF ABSENCE 7.1 CR STEVEN OSTASZEWSKYJ – LEAVE OF ABSENCE THAT COUNCIL APPROVE THE APPLICATIONS FOR LEAVE OF ABSENCE FOR CR STEVEN OSTASZEWSKYJ FROM 9 APRIL 2022 TO 3 MAY 2022 INCLUSIVE.	COMPLETED
26.	24 MARCH 2022	9 CONFIRMATION OF MINUTES OF PREVIOUS MEETING 9.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 24 FEBRUARY 2022 THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 24 FEBRUARY 2022 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.	COMPLETED
27.	24 MARCH 2022	9.2 MINUTES OF THE SPECIAL MEETING OF COUNCIL HELD ON 3 MARCH 2022 THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 3 MARCH 2022 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.	COMPLETED
28.	24 MARCH 2022	14 REPORTS OF EMPLOYEES 14.1 LIST OF ACCOUNTS PAID DURING THE MONTH OF FEBRUARY 2022 (D2022/03005) THAT COUNCIL NOTES THE CEO'S LIST OF ACCOUNTS FOR FEBRUARY 2022 PAID UNDER DELEGATED POWER IN ACCORDANCE WITH REGULATION 13(1) OF THE LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996, FORMING THE ATTACHMENT TO THIS REPORT TALLING \$5,160,177.90.	COMPLETED
29.	24 MARCH 2022	14.2 FINANCIAL REPORT FOR PERIOD ENDED 28 FEBRUARY 2022 (D2022/03288) 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 28 FEBRUARY 2022.	COMPLETED
30.	24 MARCH 2022	14.3 REVIEW OF COUNCIL POLICIES (D2022/04270) THAT COUNCIL DEFERS ITEM 14.3 – REVIEW OF COUNCIL POLICIES TO BE CONSIDERED AT A FUTURE MEETING OF COUNCIL.	COMPLETED
31.	24 MARCH 2022	14.4 CHIEF EXECUTIVE OFFICER ATTENDANCE AT WASTE 2022 CONFERENCE (D2022/04639) THAT COUNCIL APPROVES THE CHIEF EXECUTIVE OFFICER TO ATTEND THE WASTE 2022 CONFERENCE BEING HELD IN COFFS HARBOUR FROM 3 TO 5 MAY 2022 AT AN ESTIMATED COST OF \$5,100.00.	COMPLETED
32.	24 MARCH 2022	14.5 ITEMS CONTAINED IN THE INFORMATION BULLETIN (D2022/04302) THAT THE COUNCIL NOTES THE ITEMS CONTAINED IN THE INFORMATION BULLETIN ACCOMPANYING THE 24 MARCH 2022 ORDINARY MEETING OF COUNCIL AGENDA.	COMPLETED

DATE		RESOLUTION	STATUS
33.	24 MARCH 2022	15 REPORTS OF COMMITTEES 15.1 2022 FINANCIAL AUDIT PLAN (D2022/03261) THAT COUNCIL NOTES THE AUDIT PLAN FORMING THE ATTACHMENTS TO THIS REPORT.	COMPLETED
34.	24 MARCH 2022	15.2 COMPLIANCE AUDIT RETURN 2022 (D2021/24765) THAT COUNCIL ADOPTS THE DRAFT COMPLIANCE AUDIT RETURN 2021, FORMING THE ATTACHMENT TO THIS REPORT, THAT IT BE CERTIFIED BY THE CHAIRMAN AND CHIEF EXECUTIVE OFFICER AND SUBMITTED TO THE DEPARTMENT OF LOCAL GOVERNMENT, SPORT AND CULTURAL INDUSTRIES BY 31 MARCH 2022.	COMPLETED
35.	24 MARCH 2022	15.3 HALF YEAR BUDGET REVIEW 2021/2022 (D2021/24767) THAT COUNCIL, BY AN ABSOLUTE MAJORITY IN ACCORDANCE WITH r.33A OF THE <i>LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996</i> , ADOPTS THE REVIEW OF THE 2021/2022 BUDGET AND APPROVES ITS SUBMISSION TO THE DEPARTMENT OF LOCAL GOVERNMENT, SPORT AND CULTURAL INDUSTRIES WITHIN 30 DAYS.	COMPLETED
36.	24 MARCH 2022	15.4 RISK MANAGEMENT UPDATE (D2021/24768) THAT COUNCIL NOTES THE UPDATE ON THE STATUS OF THE COUNCIL'S RISK MANAGEMENT PROFILE.	COMPLETED
37.	24 MARCH 2022	15.5 CYBER SECURITY IN LOCAL GOVERNMENT (D2021/24766) THAT COUNCIL NOTES THIS REPORT INCLUDING THE OAG REPORT ON CYBER SECURITY IN LOCAL GOVERNMENT.	COMPLETED
38.	24 MARCH 2022	19 CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC 19.1 HAZELMERE WOOD WASTE TO ENERGY PLANT UPDATE (D2022/02890) THAT: 1. THE REPORT BE RECEIVED. 2. COUNCIL, BY ABSOLUTE MAJORITY IN ACCORDANCE WITH s.5.42 OF THE <i>LOCAL GOVERNMENT ACT 1995</i> DELEGATES AUTHORITY TO THE CEO TO REPRESENT THE EMRC'S INTEREST AND VOTE ON ITS BEHALF AT THE CREDITORS MEETING TO BE HELD BY THE VOLUNTARY ADMINISTRATOR OF ANERGY AUSTRALIA PTY LTD, IN CONSULTATION WITH THE CHAIRMAN. 3. THAT THE CHAIRMAN AND THE CEO BE AUTHORISED TO EXECUTE A DEED OF APPOINTMENT AND DEED OF INDEMNITY TO GIVE EFFECT TO THE APPOINTMENT OF GREGORY BRUCE DUDLEY OF RSM ACCOUNTANTS AS RECEIVER AND MANAGER OF ANERGY AUSTRALIA PTY LTD AND TO AFFIX THE COMMON SEAL OF THE EMRC TO THOSE DEEDS. 4. THE REPORT REMAINS CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO.	IN PROGRESS

	DATE	RESOLUTION	STATUS
39.	24 MARCH 2022	19.2 PROGRESS REPORT ON EMRC REQUEST FOR TENDER 2021-002, PERMANENT FOGO PROCESSING FACILITY (D2022/04284) THAT: 1. COUNCIL CONFIRMS TENDERER A, AS IDENTIFIED IN THE REPORT, AS THE PREFERRED TENDERER FOR REQUEST FOR TENDER 2021-002 PERMANENT FOGO PROCESSING FACILITY. 2. THE CHIEF EXECUTIVE OFFICER BE AUTHORISED TO NEGOTIATE THE TERMS OF A CONTRACT WITH TENDERER A. 3. EMRC INVESTIGATES THE VARIOUS OPTIONS UNDER PARAGRAPH 20 OF THE CONFIDENTIAL REPORT 4. COUNCIL ENDORSES THE NEXT STEPS UNDER PARAGRAPH 30 OF THE CONFIDENTIAL REPORT. 5. THE REPORT AND ATTACHMENT REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO.	COMPLETED
40.	24 MARCH 2022	19.3 APCr UPDATE (D2022/04350) THAT: 1. COUNCIL ENDORSES THE REVISED BUSINESS PLAN FORMING THE ATTACHMENT TO THIS REPORT. 2. COUNCIL INSTRUCTS THE EMRC CEO TO NEGOTIATE WITH THE EAST ROCKINGHAM WASTE TO ENERGY MANAGEMENT TEAM AS DETAILED IN THIS REPORT. 3. COUNCIL DIRECTS THE EMRC CEO TO PREPARE A SEPARATE REPORT TO COUNCIL WITH THE PROPOSED AGREEMENT FOR ITS REVIEW AND ENDORSEMENT. 4. THE REPORT AND ATTACHMENT REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO.	IN PROGRESS

DATE		RESOLUTION	STATUS
41.	24 FEBRUARY 2022	9 CONFIRMATION OF MINUTES OF PREVIOUS MEETING 9.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 25 NOVEMBER 2021 THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 25 NOVEMBER 2021 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.	COMPLETED
42.	24 FEBRUARY 2022	14 REPORTS OF EMPLOYEES 14.1 LIST OF ACCOUNTS PAID DURING THE MONTHS OF NOVEMBER 2021, DECEMBER 2021 AND JANUARY 2022 (D2021/25369) THAT COUNCIL NOTES THE CEO'S LIST OF ACCOUNTS FOR NOVEMBER 2021, DECEMBER 2021 AND JANUARY 2022 PAID UNDER DELEGATED POWER IN ACCORDANCE WITH REGULATION 13(1) OF THE <i>LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996</i> , FORMING THE ATTACHMENT TO THIS REPORT TOTALLING \$27,979,648.10.	COMPLETED
43.	24 FEBRUARY 2022	14.2 FINANCIAL REPORT FOR PERIOD ENDED 30 NOVEMBER 2021 (D2021/25371) THAT COUNCIL RECEIVES THE STATEMENT OF COMPREHENSIVE INCOME, CAPITAL EXPENDITURE STATEMENT, STATEMENT OF FINANCIAL POSITION, STATEMENT OF CASH AND INVESTMENTS AND THE INVESTMENT REPORT FOR THE PERIOD ENDED 30 NOVEMBER 2021.	COMPLETED
44.	24 FEBRUARY 2022	14.3 FINANCIAL REPORT FOR PERIOD ENDED 31 DECEMBER 2021 (D2021/25372) THAT COUNCIL RECEIVES THE STATEMENT OF COMPREHENSIVE INCOME, CAPITAL EXPENDITURE STATEMENT, STATEMENT OF FINANCIAL POSITION, STATEMENT OF CASH AND INVESTMENTS AND THE INVESTMENT REPORT FOR THE PERIOD ENDED 31 DECEMBER 2021.	COMPLETED
45.	24 FEBRUARY 2022	14.4 FINANCIAL REPORT FOR PERIOD ENDED 31 JANUARY 2022 (D2021/25374) THAT COUNCIL RECEIVES THE STATEMENT OF COMPREHENSIVE INCOME, CAPITAL EXPENDITURE STATEMENT, STATEMENT OF FINANCIAL POSITION, STATEMENT OF CASH AND INVESTMENTS AND THE INVESTMENT REPORT FOR THE PERIOD ENDED 31 JANUARY 2022.	COMPLETED
46.	24 FEBRUARY 2022	14.5 PROPOSED NEW COUNCIL POLICY 2.3 – COUNCILLOR TRAINING AND CONTINUOUS PROFESSIONAL DEVELOPMENT (D2022/02472) THAT COUNCIL BY ABSOLUTE MAJORITY IN ACCORDANCE WITH S.5.128(1) OF THE <i>LOCAL GOVERNMENT ACT 1995</i> ADOPTS A NEW COUNCIL POLICY 2.3 - COUNCILLOR TRAINING AND CONTINUOUS PROFESSIONAL DEVELOPMENT FORMING THE ATTACHMENT TO THIS REPORT.	COMPLETED
47.	24 FEBRUARY 2022	14.6 REVIEW OF DELEGATED POWERS AND DUTIES AND A NEW PROPOSED DELEGATION OF AUTHORITY TO THE CEO (D2022/02476) 1. RE-AFFIRMS THE DELEGATED POWERS AND DUTIES AS LISTED IN THE REPORT. 2. BY ABSOLUTE MAJORITY IN ACCORDANCE WITH SECTION 5.42 OF THE <i>LOCAL GOVERNMENT ACT 1995</i> , DELEGATES AUTHORITY TO THE CHIEF EXECUTIVE OFFICER TO MAKE MONETARY DONATIONS ON BEHALF OF THE EMRC UP TO A MAXIMUM OF \$2,500 FOR EACH IDENTIFIED CHARITABLE ORGANISATION OR GROUP WITHIN PERTH'S EASTERN REGION, SUBJECT TO THE APPROVED ANNUAL BUDGETARY ALLOCATION ADOPTED BY COUNCIL.	COMPLETED

	DATE	RESOLUTION	STATUS
48.	24 FEBRUARY 2022	14.7 ITEMS CONTAINED IN THE INFORMATION BULLETIN (D2022/02491) THAT THE COUNCIL NOTES THE ITEMS CONTAINED IN THE INFORMATION BULLETIN ACCOMPANYING THE 24 FEBRUARY 2022 ORDINARY MEETING OF COUNCIL AGENDA.	COMPLETED
49.	24 FEBRUARY 2022	15 REPORTS OF COMMITTEES 15.1 LEGAL COMMITTEE MEETING HELD 25 NOVEMBER 2021 (D2022/02576) THAT COUNCIL NOTES THE RECOMMENDATION(S) IN THE LEGAL COMMITTEE REPORT (SECTION 15.1).	COMPLETED
50.	24 FEBRUARY 2022	17 MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN 17.1 NOTICE OF MOTION RECEIVED FROM CR MARGARET THOMAS THAT COUNCIL IN ACCORDANCE WITH S.5.98 OF THE <i>LOCAL GOVERNMENT ACT 1995</i> APPROVES THE REIMBURSEMENT OF EXPENDITURE INCURRED BY COUNCILLOR MEMBERS AND DEPUTY MEMBERS GENERALLY FOR SUCH PERSONAL PROTECTIVE EQUIPMENT (PPE) AS DETERMINED BY THE CHIEF EXECUTIVE OFFICER TO BE NECESSARY TO CONDUCT SITE VISITS TO MINIMISE EXPOSURE TO HAZARDS.	COMPLETED
51.	24 FEBRUARY 2022	19 CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC 19.1 PROGRESS REPORT ON EMRC REQUEST FOR TENDER 2021-002, PERMANENT FOGO PROCESSING FACILITY (D2022/02481) THAT: 1. THE REPORT BE RECEIVED. 2. THE REPORT REMAINS CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO.	COMPLETED
52.	24 FEBRUARY 2022	19.2 DELEGATION OF POWERS FOR THE CHIEF EXECUTIVE OFFICER (D2022/01044) THAT: 1. COUNCIL BY ABSOLUTE MAJORITY IN ACCORDANCE WITH SECTION 5.42 OF THE <i>LOCAL GOVERNMENT ACT 1995</i> , DELEGATES AUTHORITY TO THE CHIEF EXECUTIVE OFFICER TO NEGOTIATE AND EXECUTE THE AGREEMENT WITH THE PARTY IDENTIFIED WITHIN THE CONFIDENTIAL REPORT. 2. THE REPORT AND ATTACHMENTS REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO.	COMPLETED
53.	24 FEBRUARY 2022	19.3 ITEM 15.1 OF THE LEGAL COMMITTEE MINUTES – 25 NOVEMBER 2021 – A LEGAL MATTER UPDATE [CONFIDENTIAL MATTER IN ACCORDANCE WITH <i>LOCAL GOVERNMENT ACT 1995</i> s.5.23(2)(d)] (D2022/02578) THAT COUNCIL NOTES THE LEGAL COMMITTEE RESOLUTIONS OF ITEM 15.1 OF THE LEGAL COMMITTEE MEETING HELD 25 NOVEMBER 2021 – LEGAL MATTER UPDATE [CONFIDENTIAL MATTER IN ACCORDANCE WITH <i>LOCAL GOVERNMENT ACT 1995</i> s.5.23(2)(d)].	COMPLETED

	DATE	RESOLUTION	STATUS
54.	24 FEBRUARY 2022	19.4 SELECTION OF FACILITATOR FOR THE CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW PROCESS (D2022/00474) THAT: 1 COUNCIL AWARD THE CONSULTANCY FOR FACILITATING THE CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW TO DR JUDE BALM OF INFINITY TRAINING. 2 THE REPORT REMAINS CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CHIEF EXECUTIVE OFFICER.	COMPLETED
55.	24 FEBRUARY 2022	19.5 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW PROCESS FOR 2022 (D2022/00442) THAT: 1. COUNCIL ENDORSES THE TIMETABLE FOR UNDERTAKING THE CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW PROCESS FOR 2022 AS OUTLINED WITHIN THIS REPORT. 2. THE REPORT REMAINS CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CHIEF EXECUTIVE OFFICER.	COMPLETED

2. CEO EXERCISE OF DELEGATED POWERS AND DUTIES

D2022/09917

PURPOSE OF REPORT

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

KEY POINTS AND RECOMMENDATIONS

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

SOURCE OF REPORT

Chief Executive Officer

BACKGROUND

- 1 At the Council meeting held on 24 March 2016 Council conducted its annual review of powers and/or discharge of its duties as delegated to the CEO and Committees, in accordance within s.5.46 of the *Local Government Act 1995*. (Ref: D2016/03708).
- 2 As part of that review Council resolved inter alia:
"THAT COUNCIL RECEIVES A REPORT DETAILING THE LIST OF ITEMS APPROVED UNDER DELEGATED AUTHORITY AS THEY ARISE AT THE NEXT ORDINARY MEETING OF COUNCIL."

REPORT

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

Delegation Number	Date of Original Delegation	Description of Delegation	Details of Delegated Powers and Discharge of Duties
C4/2015	20/08/2015	That Council, by absolute majority, in accordance with Section 5.42(1) of the <i>Local Government Act 1995</i> , delegate authority, to the CEO, to invite tenders on its behalf.	Approved the issuing of tender RFT2022-004 Solar Power Supply for Red Hill Waste Management Facility Mechanics Workshop. This tender was advertised in the West Australian newspaper on 6/08/2022. The closing date for tender submissions is 26/08/2022.

C6/2016	23/06/2016	That Council by absolute majority in accordance with section 5.42 of the <i>Local Government Act 1995</i> delegate authority to the Chief Executive Officer to negotiate and enter into contracts for waste disposal related to operations at the Red Hill Waste Management Facility and Hazelmere Resource Recovery Park.	A contract was entered into with WMRC on 6/7/2022 for the disposal of waste at the Red Hill Waste Management Facility for a period of 12 months with up to three 12 month extension options. (Ref: D2022/14722)
C6/2016	23/06/2016	That Council by absolute majority in accordance with section 5.42 of the <i>Local Government Act 1995</i> delegate authority to the Chief Executive Officer to negotiate and enter into contracts for waste disposal related to operations at the Red Hill Waste Management Facility and Hazelmere Resource Recovery Park.	A supply waste agreement was entered into with Cleanaway on 01/07/2022 for the disposal of general waste at the Baywaste Transfer Station for a period of 12 months. (Ref: D2022/07739)

STRATEGIC/POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

- 5 As reflected in monthly financial reports.

SUSTAINABILITY IMPLICATIONS

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

RISK MANAGEMENT

Risk – Non-Compliance with EMRC's responsibility to maintain responsible and accountable governance and management of the organisation.

Consequence	Likelihood	Rating
Moderate	Unlikely	Moderate
Action/Strategy		
➤ Update to be provided to Council to comply with a past resolution of Council.		

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

3. 2021/2022 COUNCIL TONNAGE COMPARISONS AS AT 30 JUNE 2022

D2022/12181

PURPOSE OF REPORT

The purpose of this report is to provide Council with tonnages and quantities at the Red Hill Waste Management Facility (Red Hill) and the Hazelmere Resource Recovery Park (Hazelmere) for the reporting period to 30 June 2022.

SOURCE OF REPORT

Chief Financial Officer

REPORT

- 1 A total of 130,678 tonnes were received from Member Council at the Red Hill Waste Disposal Site (Red Hill) during the reporting period, compared to 142,221 tonnes received during the same period in 2020/2021.
- 2 “Other” waste tonnages totalling 87,112 were received at Red Hill during the reporting period compared to 91,877 tonnes received during the same period in 2020/2021.
- 3 During the reporting period a combined total of 217,790 tonnes compared to 234,098 tonnes during the same period in 2020/2021 were received at Red Hill.
- 4 Tonnages and quantities of waste timber, C&I material and mattresses, plus sales of woodchip/fines at Hazelmere for the above reporting period were as follows:
 - Incoming Waste Timber totalled 12,698 tonnes compared to 14,247 tonnes for the same period in 2020/2021.
 - The sale of fines and woodchip totalled 12,952 tonnes, compared to 13,589 tonnes for the same period in 2020/2021.
 - Incoming Commercial and Industrial (C&I) Waste totalled 200 tonnes, compared to 259 tonnes for the same period in 2020/2021.
 - Mattresses incoming totalled 17,299 compared to 18,737 for the same period in 2020/2021.
- 5 The attachment to this report provides the various tonnages information in a graphical format and highlights the movements and trends for the financial year.

STRATEGIC/POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

- 7 As reflected in monthly financial reports.

SUSTAINABILITY IMPLICATIONS

- 8 Nil

Risk – Lower than budgeted tonnages received including product sales.

Consequence	Likelihood	Rating
Possible	Moderate	Moderate
Action/Strategy		
➤ Monthly tonnage reports are reviewed by Council and Management Team.		

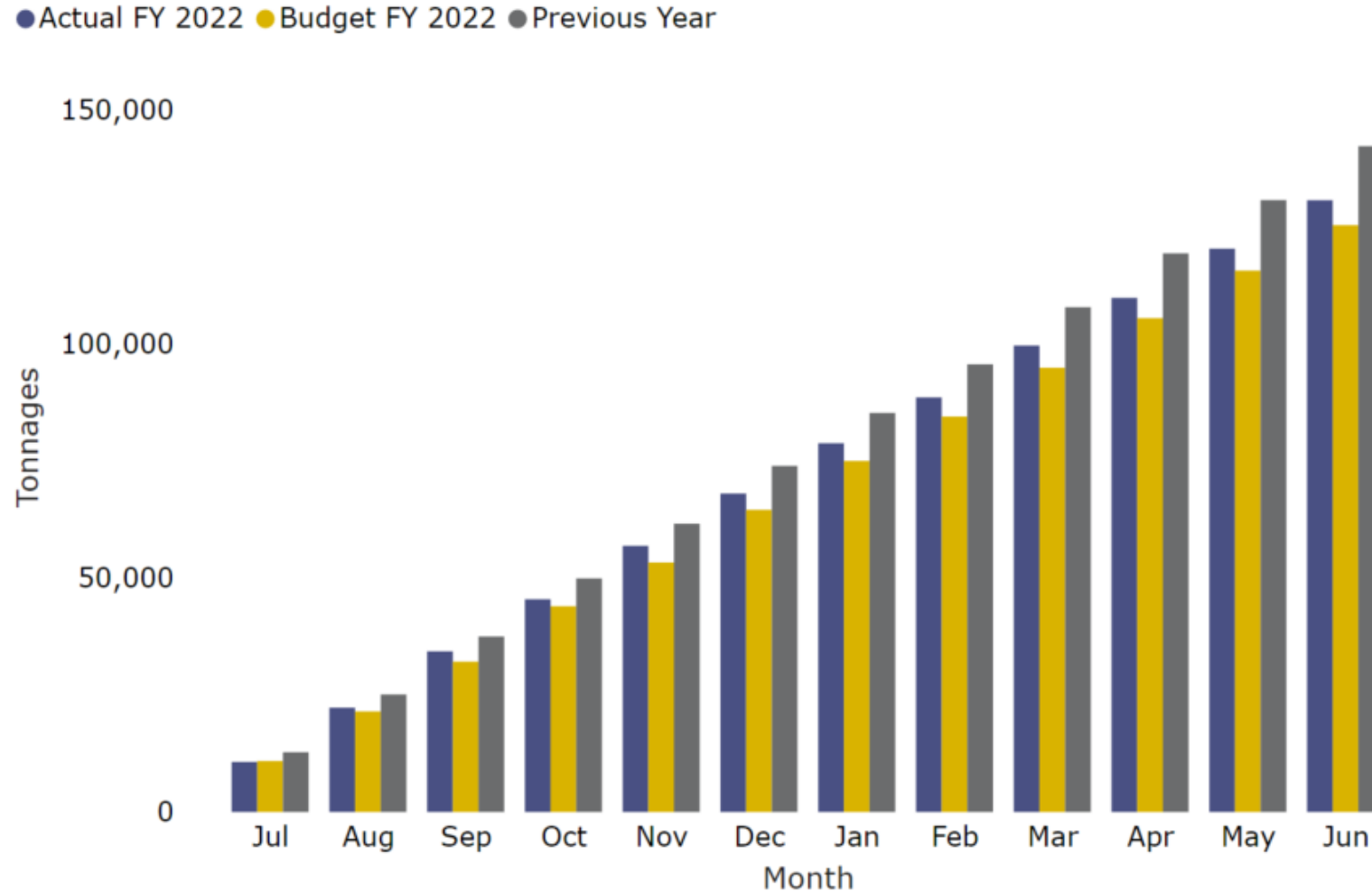
ATTACHMENT(S)

Council Tonnages Report (D2022/12180)

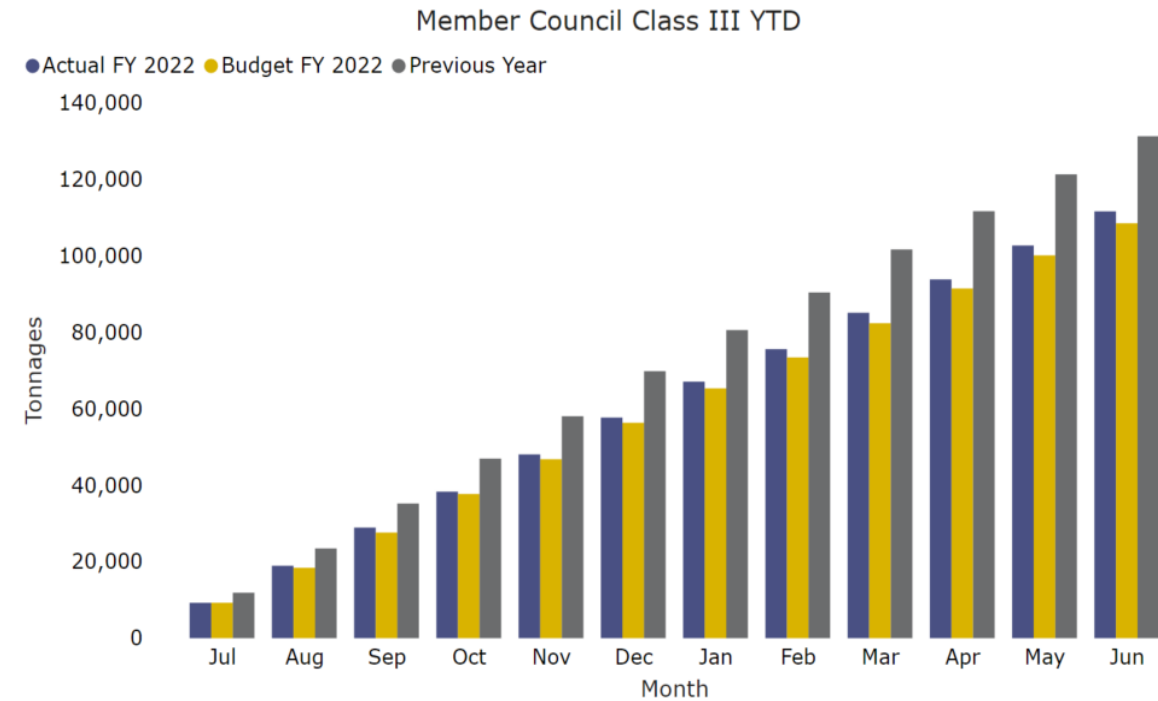
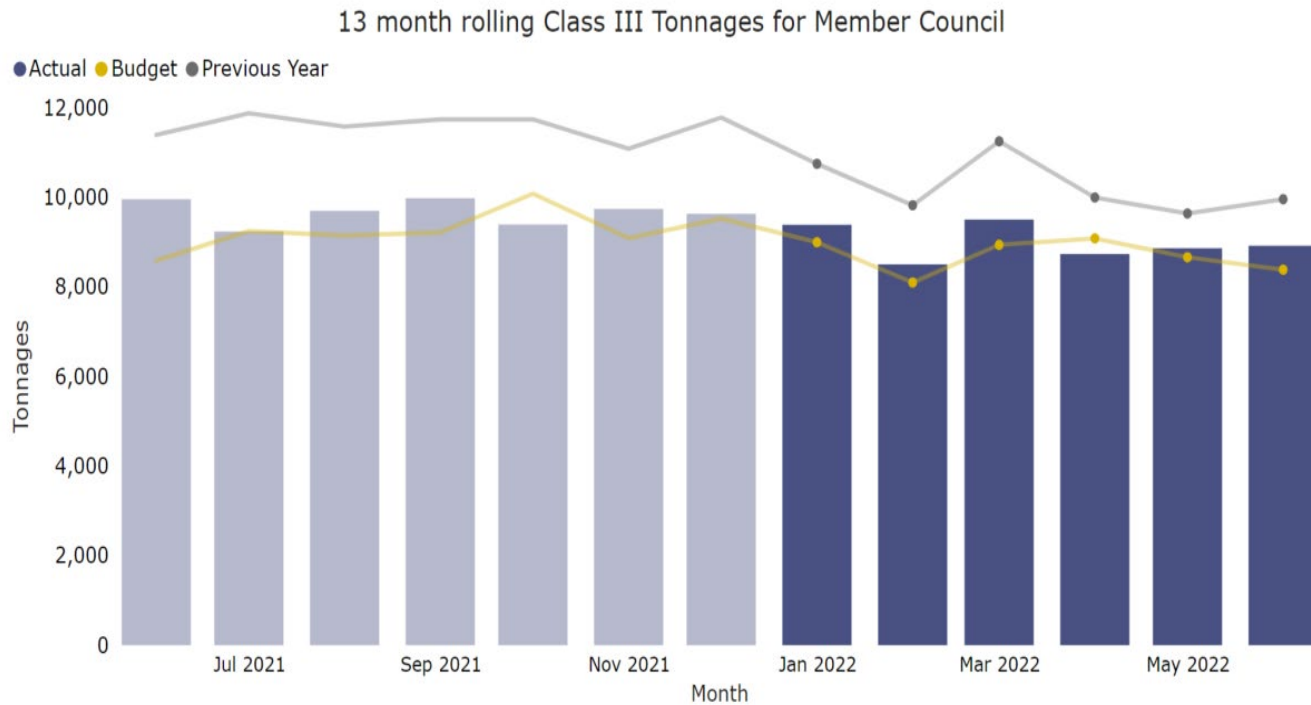
EMRC Tonnage Analysis

as at 30 June 2022

2021/2022 Member Council YTD Overall Tonnages

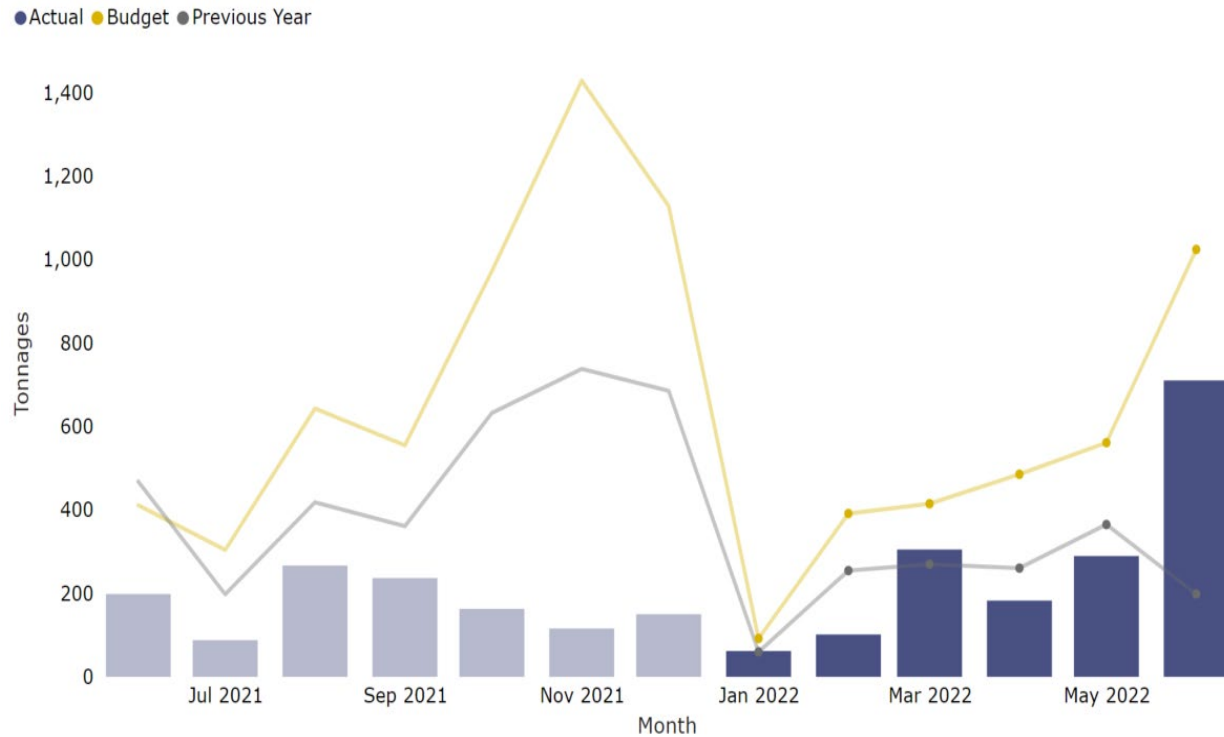


2021/2022 Tonnages

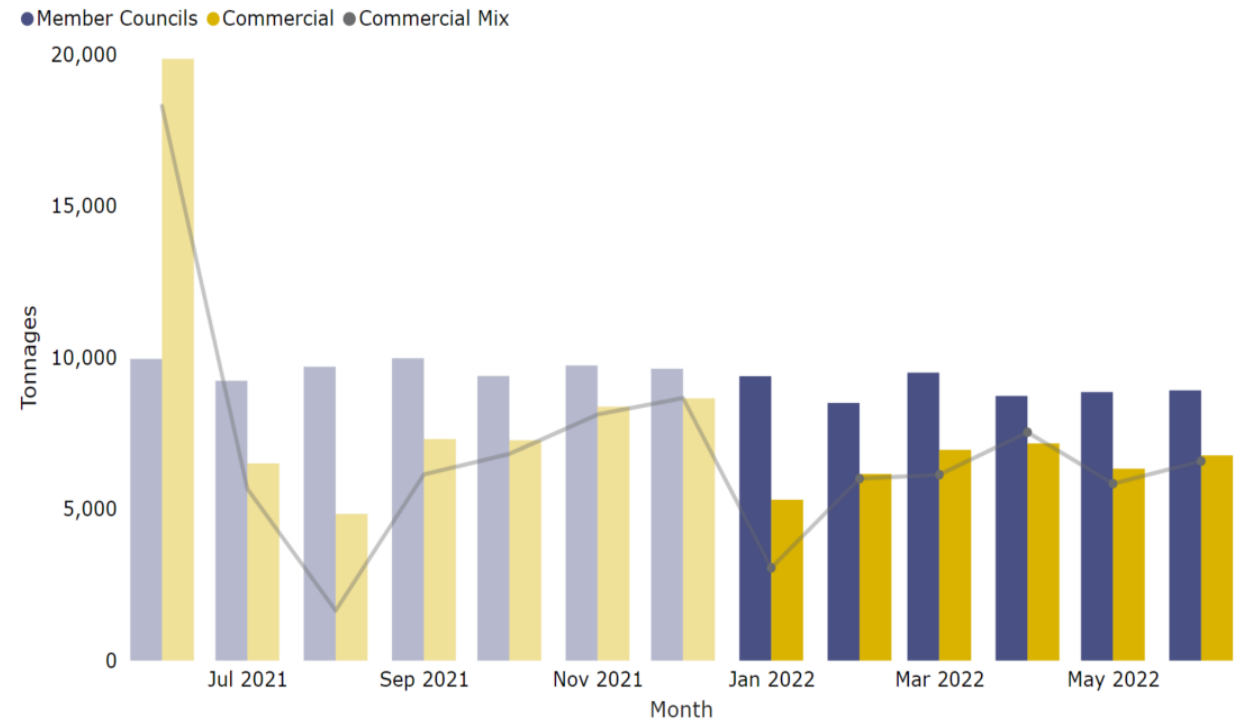


2021/2022 Tonrages

13 month rolling Class IV Tonrages

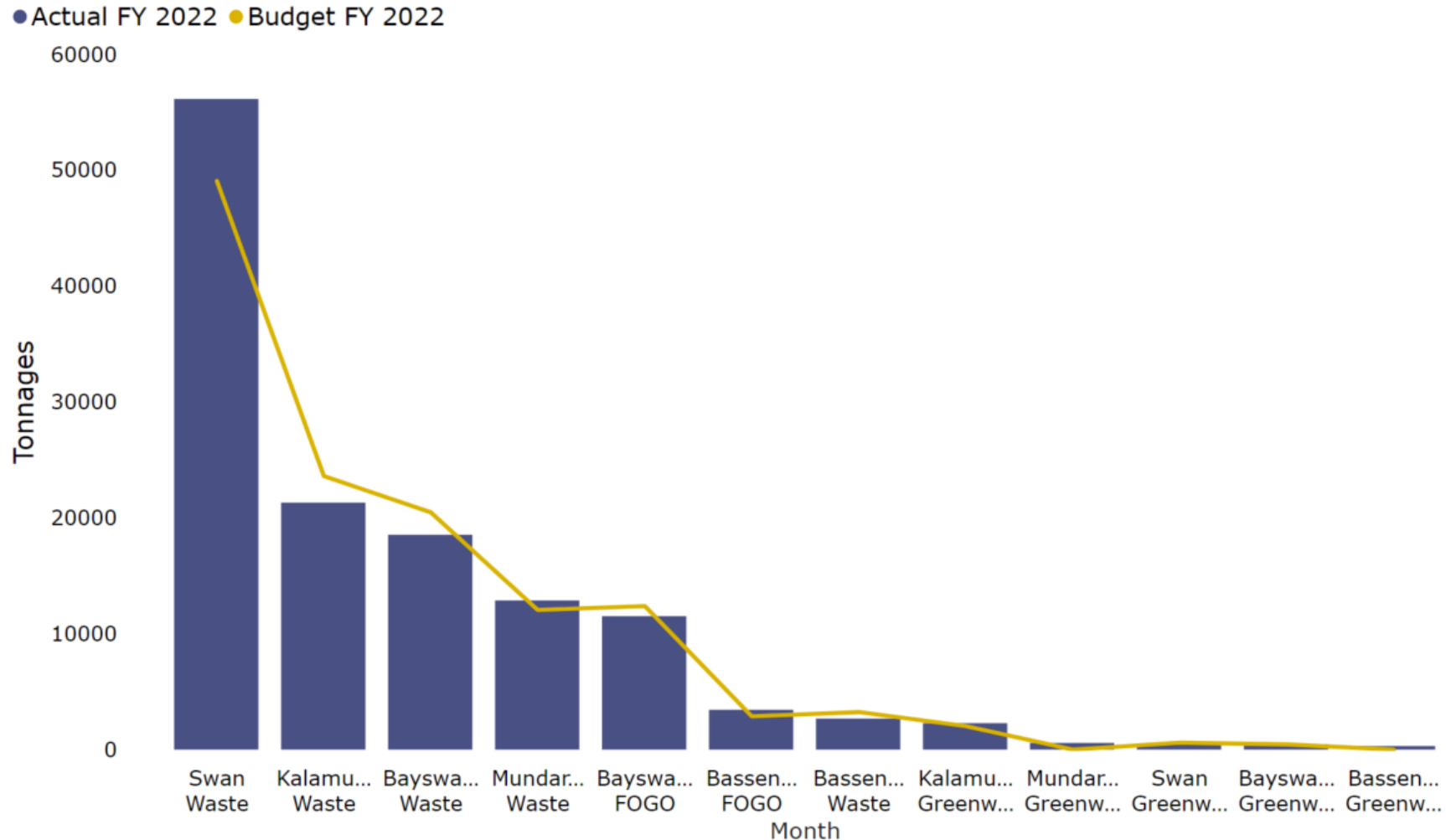


13 month rolling Member Council / Commercial Mix



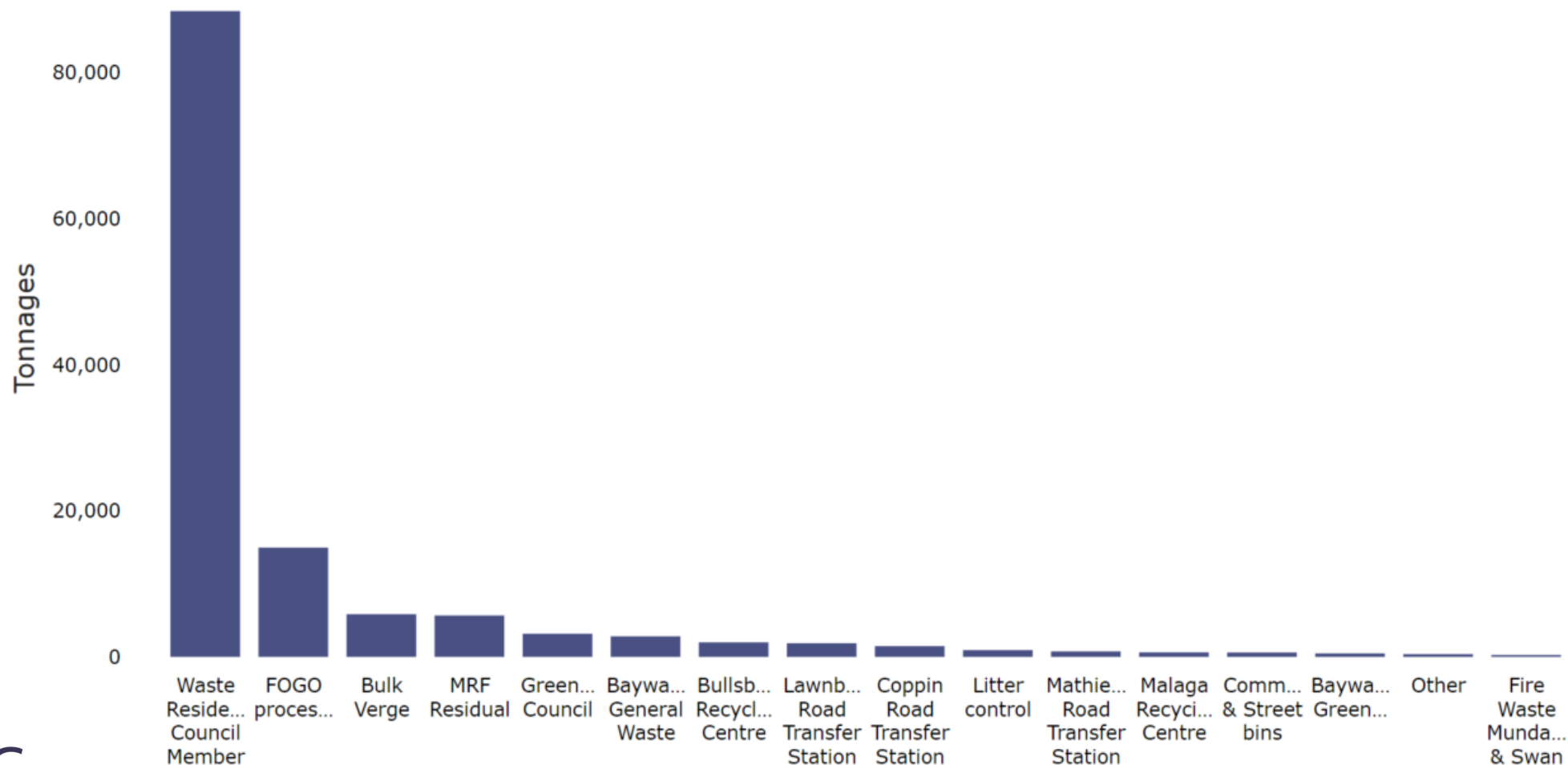
2021/2022 EMRC Combined Waste Report

YTD June 2022



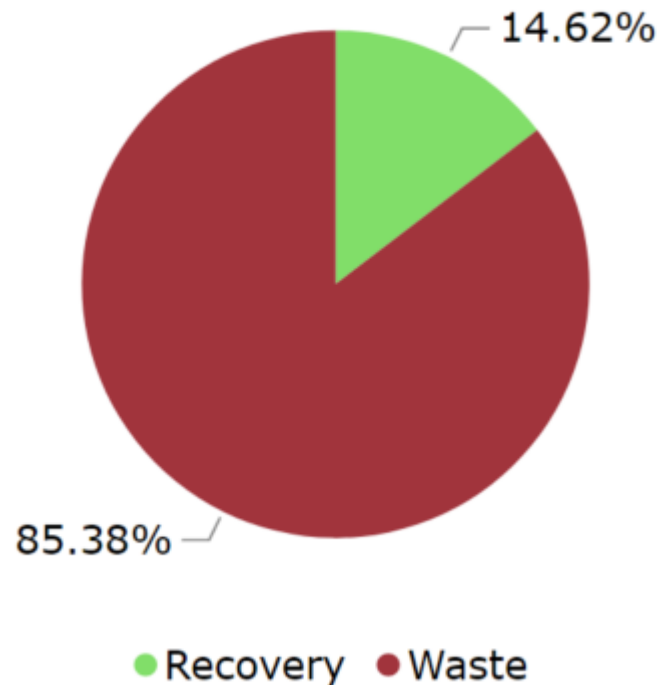
2021/2022 EMRC Waste Receipt Report

YTD June 2022



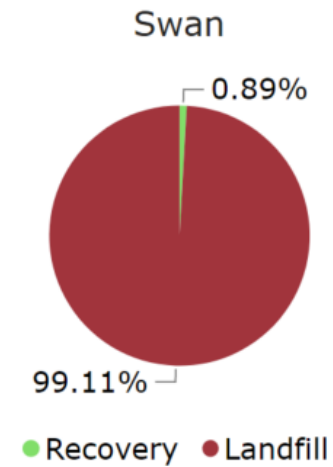
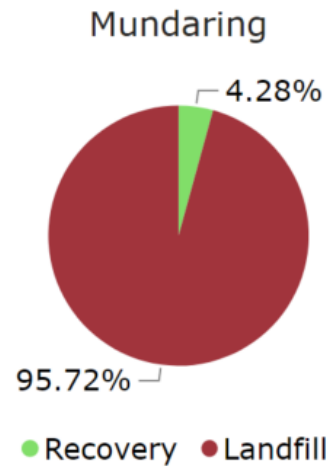
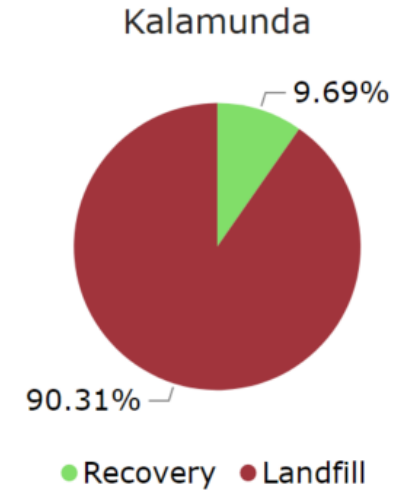
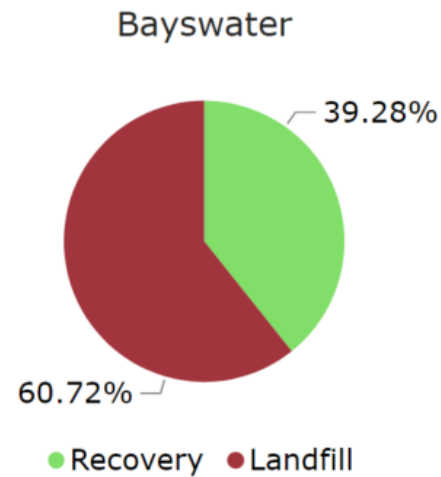
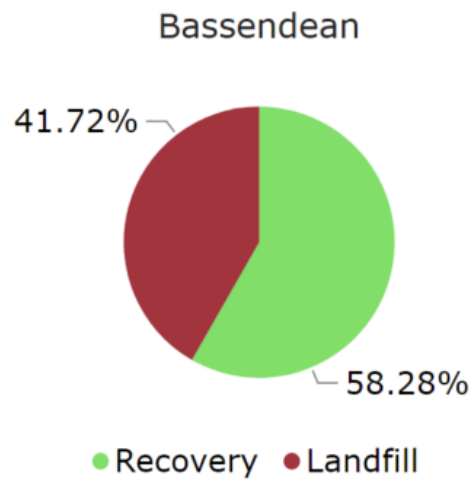
2021/2022 Total Member Council % Recovery @ EMRC

RECOVERY / LANDFILL

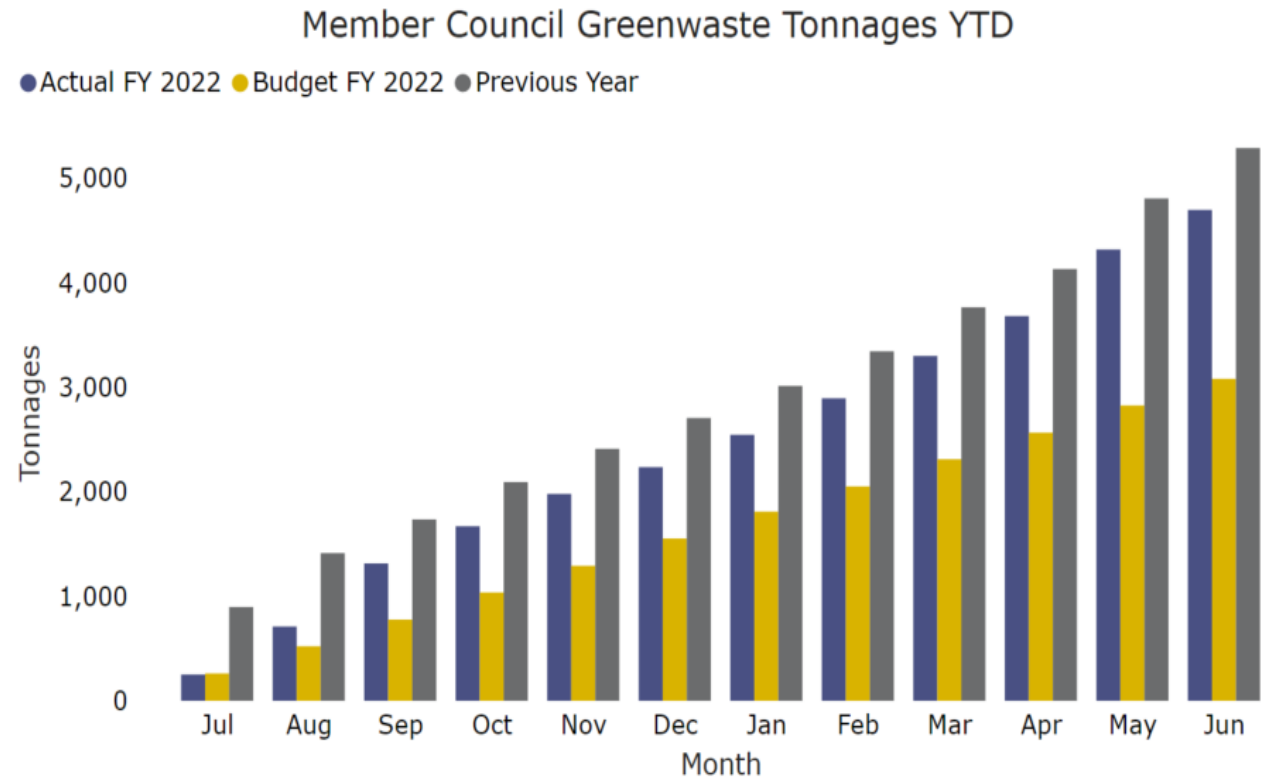
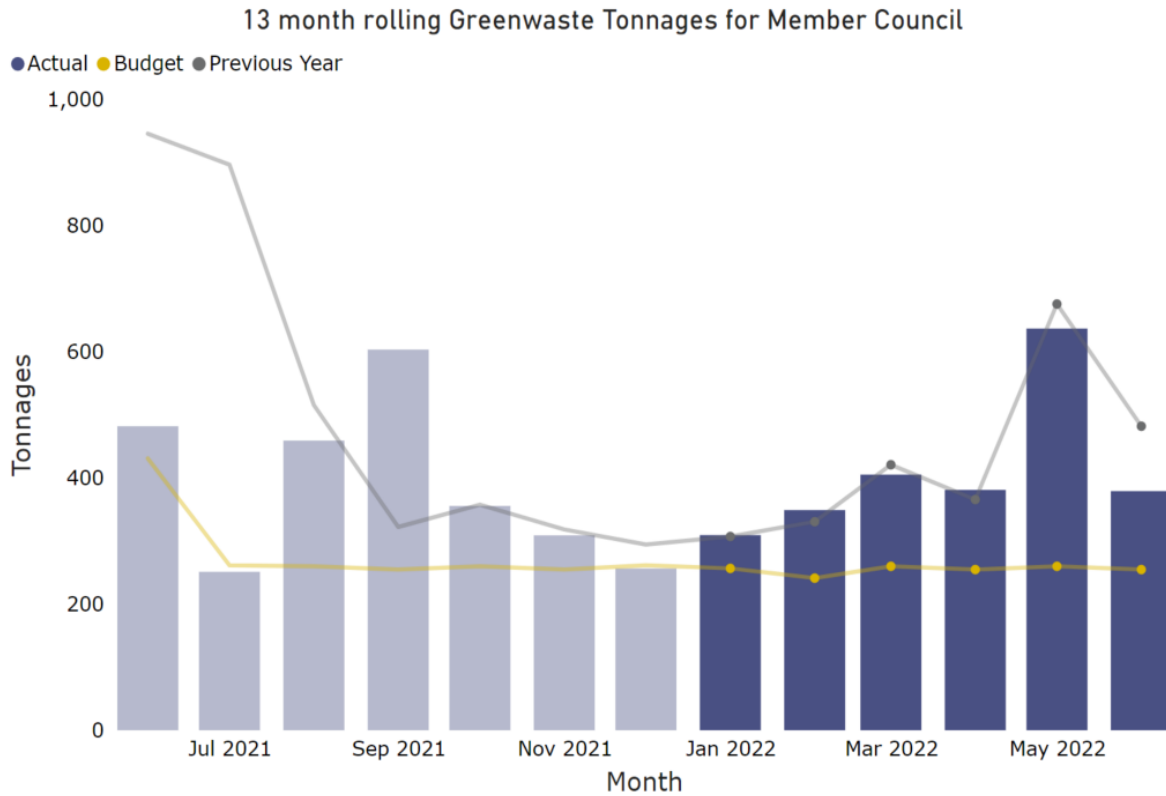


Council	Landfill Recovery	
Bassendean	41.72%	58.28%
Bayswater	60.72%	39.28%
Kalamunda	90.31%	9.69%
Mundaring	95.72%	4.28%
Swan	99.11%	0.89%
Total	85.38%	14.62%

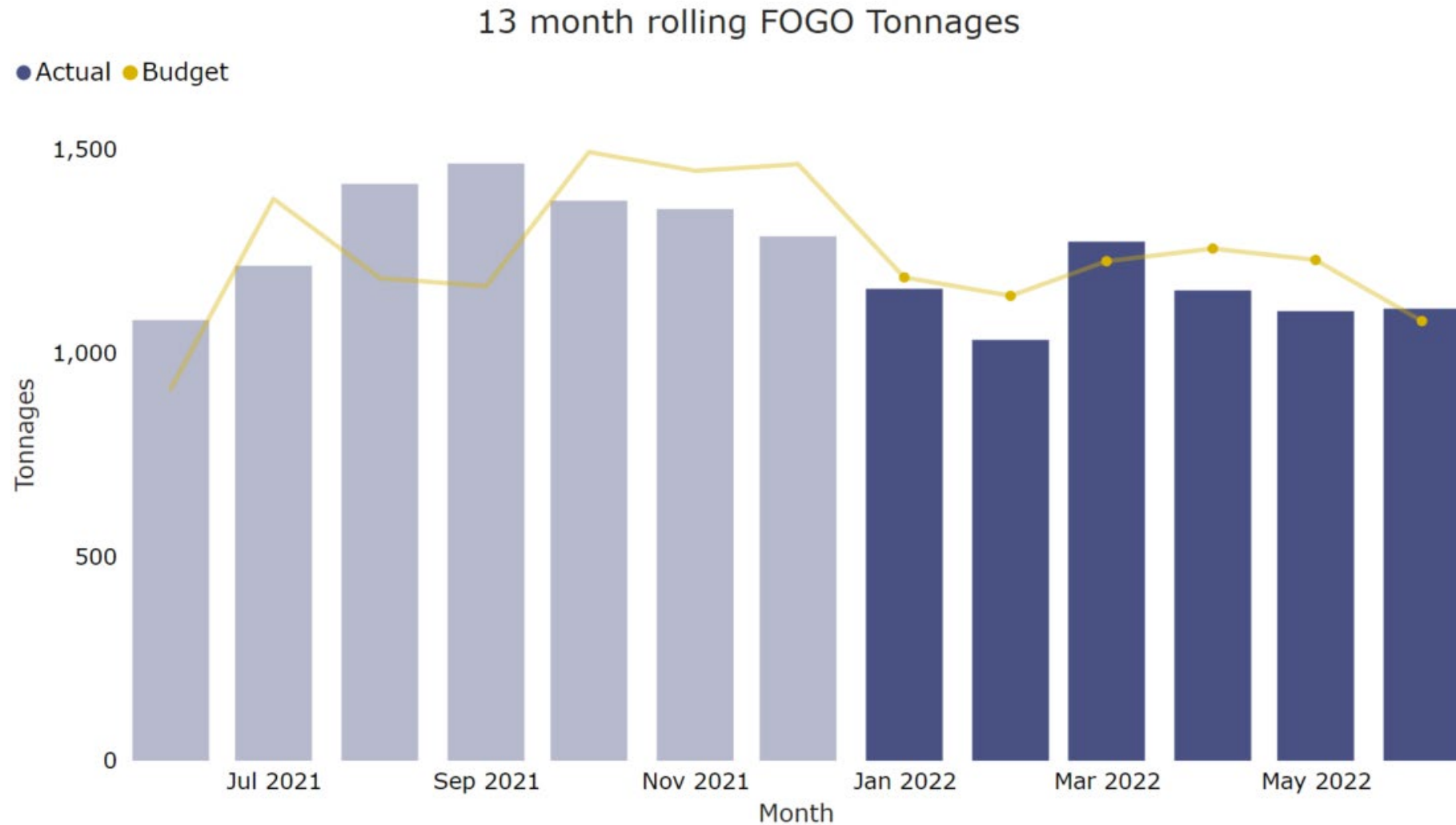
2021/2022 Member Council Recovery @ EMRC



2021/2022 Greenwaste Tonnages



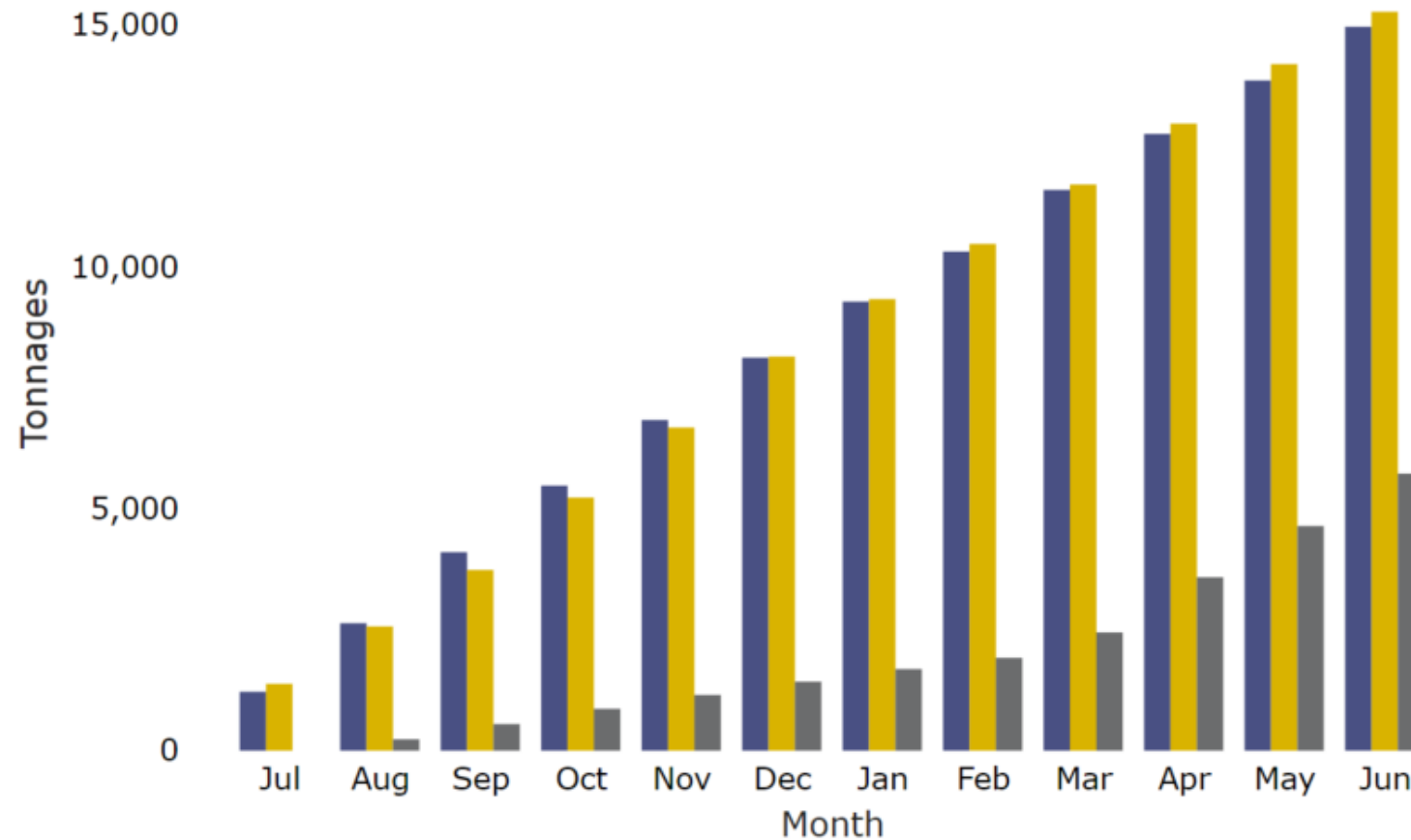
2021/2022 FOGO Tonnages



2021/2022 FOGO Tonnages

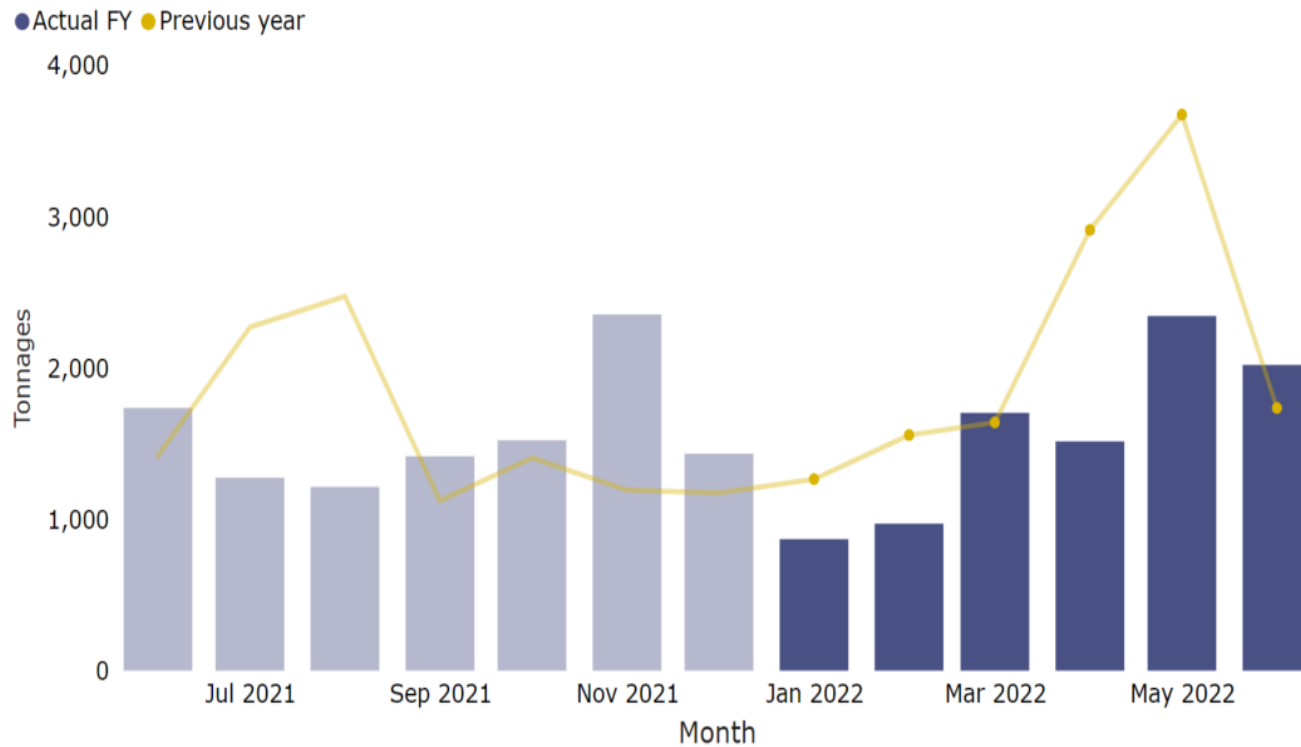
FOGO YTD Tonnages

● Actual FY 2022 ● Budget FY 2022 ● Previous Year

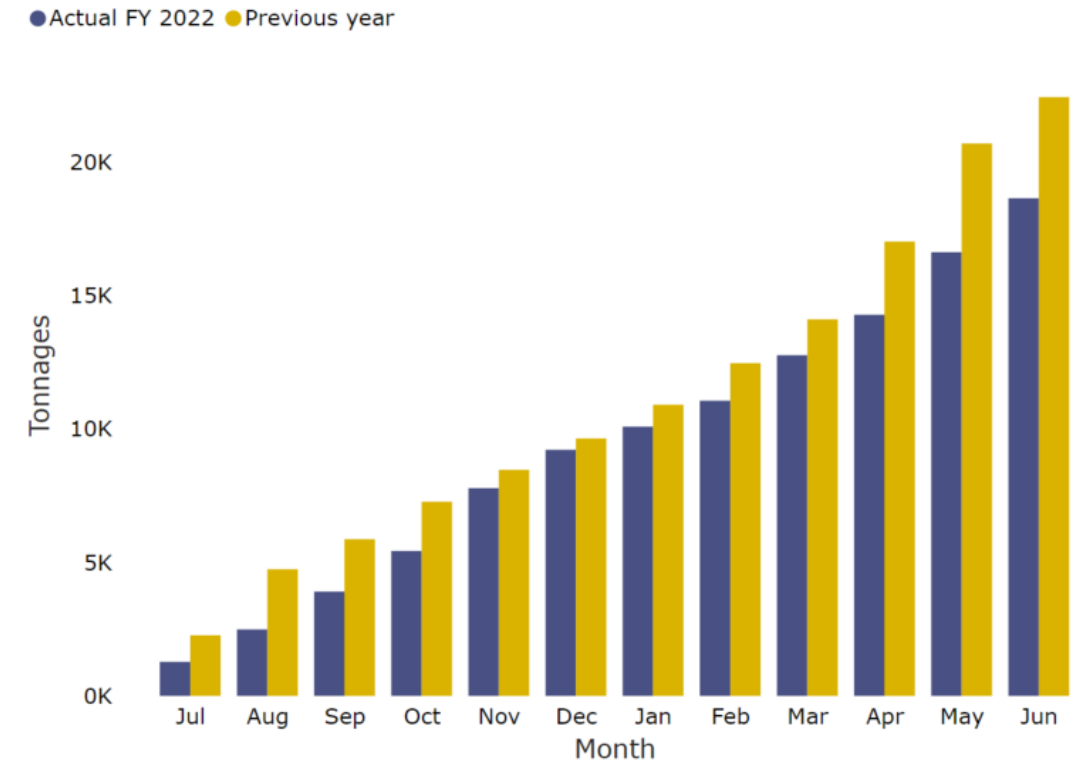


2021/2022 Product Sales

All Products - 13 month rolling Tonnages

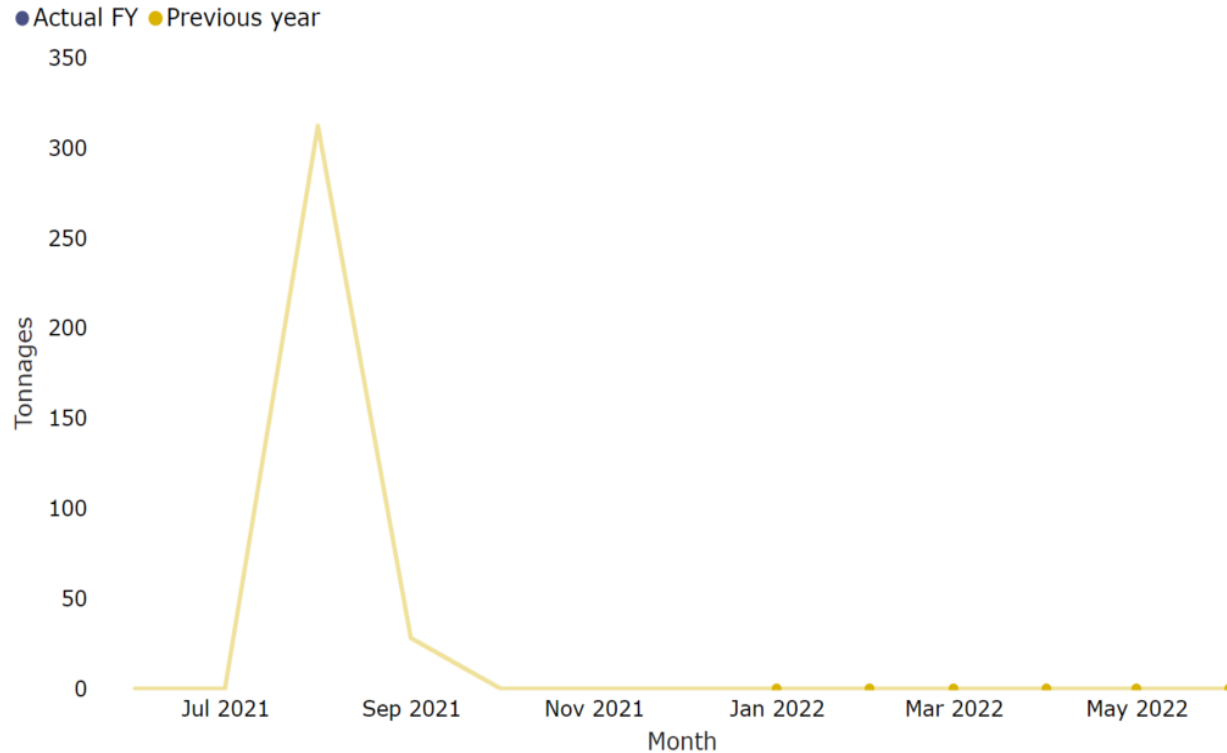


All Products - YTD

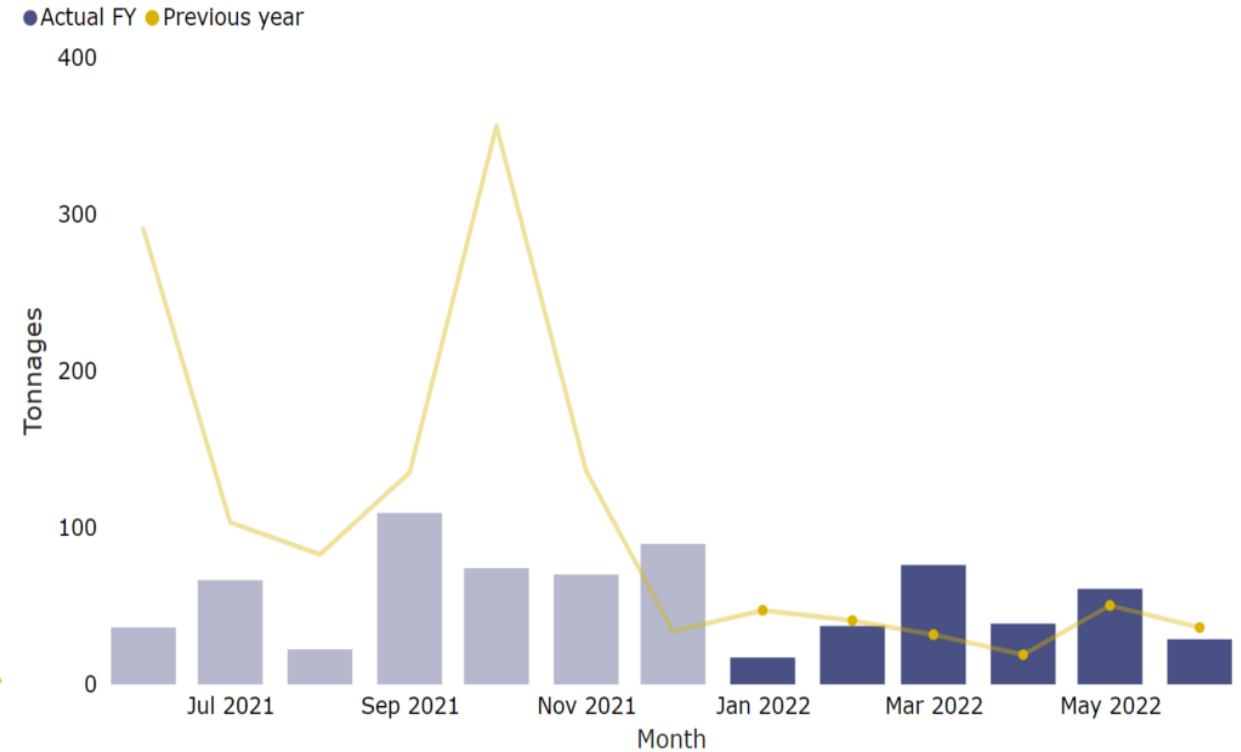


2021/2022 Product Sales

Clay - 13 month rolling Tonnages

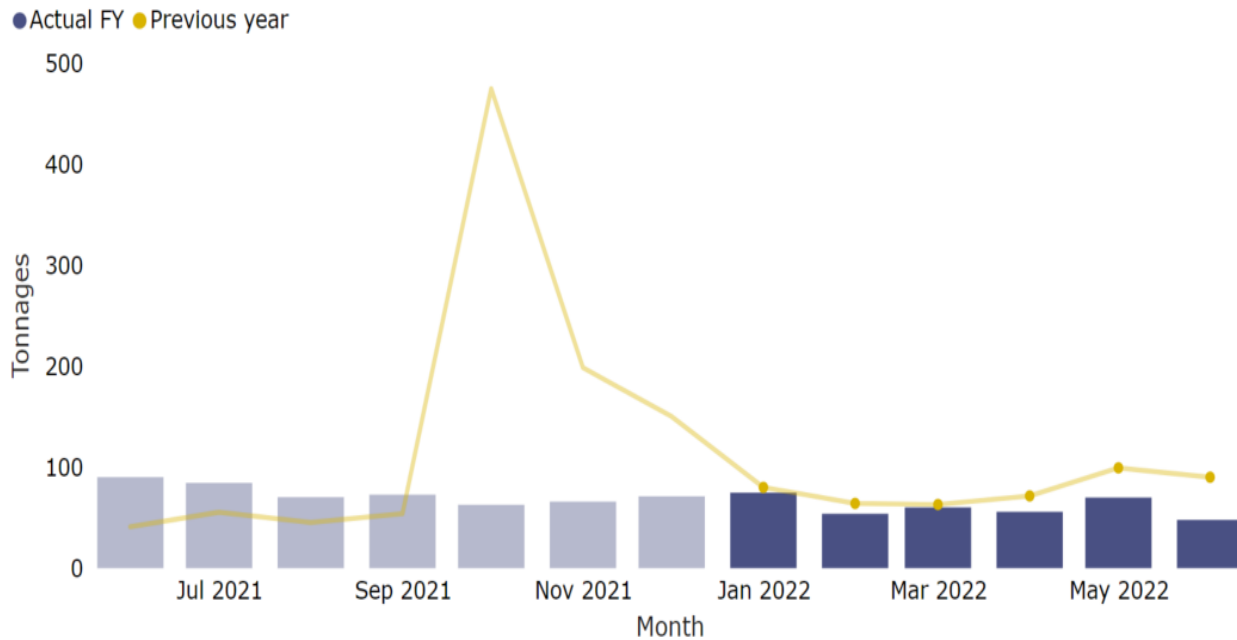


Mulch - 13 month rolling Tonnages

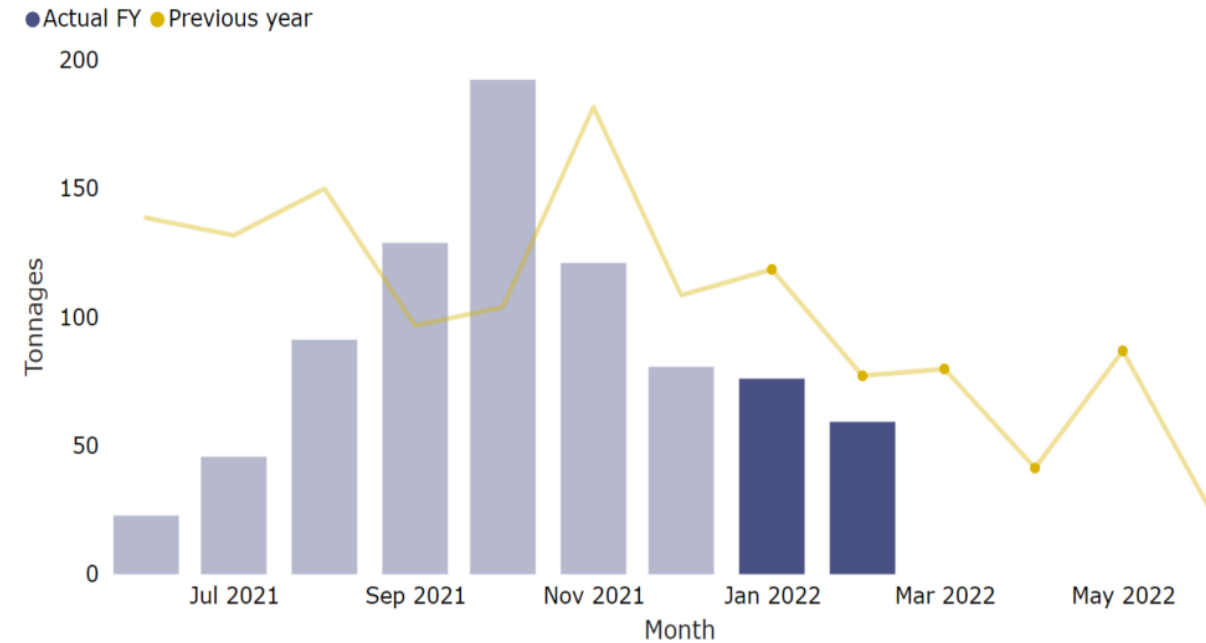


2021/2022 Product Sales

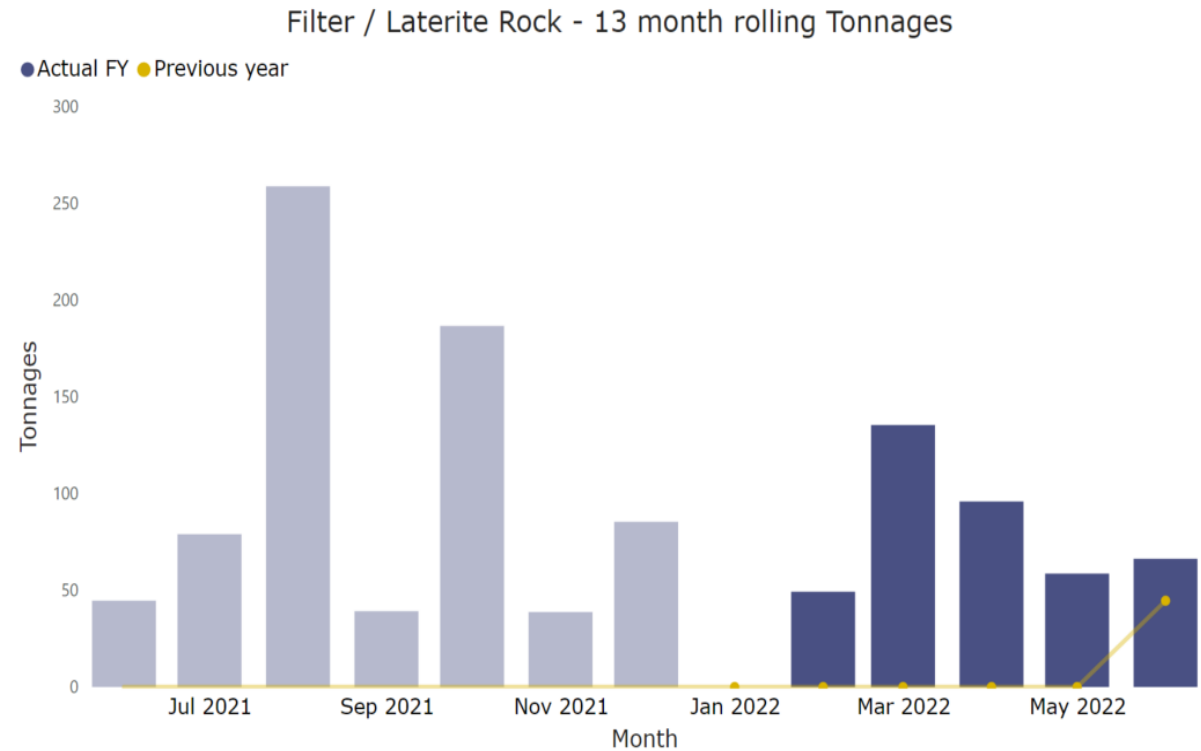
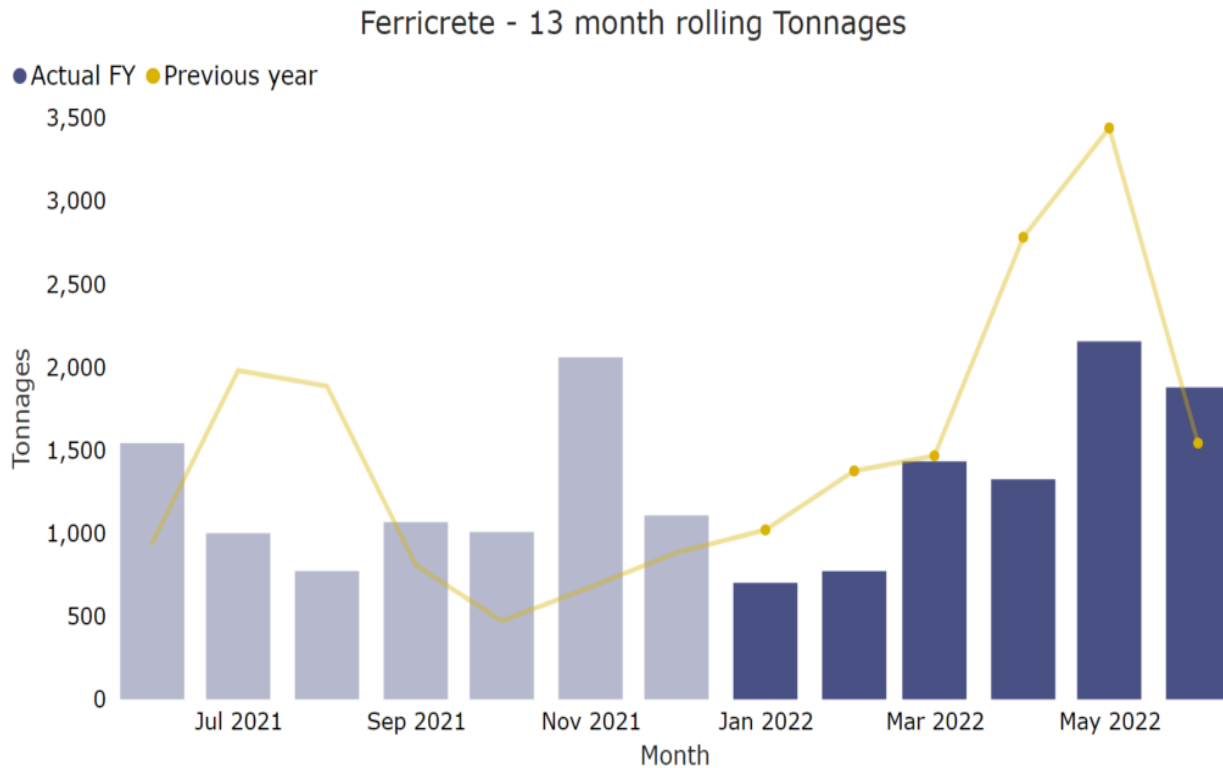
Recycled Materials - 13 month rolling Tonnages



Soil - 13 month rolling Tonnages



2021/2022 Product Sales



4. 2022/2023 COUNCIL TONNAGE COMPARISONS AS AT 31 JULY 2022

D2022/12183

PURPOSE OF REPORT

The purpose of this report is to provide Council with tonnages and quantities at the Red Hill Waste Management Facility (Red Hill) and the Hazelmere Resource Recovery Park (Hazelmere) for the reporting period to 31 July 2022.

SOURCE OF REPORT

Chief Financial Officer

REPORT

- 1 A total of 10,073 tonnes were received from Member Council at the Red Hill Waste Disposal Site (Red Hill) during the reporting period, compared to 10,701 tonnes received during the same period in 2021/2022.
- 2 “Other” waste tonnages totalling 7,979 were received at Red Hill during the reporting period compared to 6,816 tonnes received during the same period in 2021/2022.
- 3 During the reporting period a combined total of 18,052 tonnes compared to 17,517 tonnes during the same period in 2021/2022 were received at Red Hill.
- 4 Tonnages and quantities of waste timber, C&I material and mattresses, plus sales of woodchip/fines at Hazelmere for the above reporting period were as follows:
 - Incoming Waste Timber totalled 1,064 tonnes compared to 1,260 tonnes for the same period in 2021/2022.
 - The sale of fines and woodchip totalled 700 tonnes, compared to 1,355 tonnes for the same period in 2021/2022.
 - Incoming Commercial and Industrial (C&I) Waste totalled 13 tonnes, compared to 27 tonnes for the same period in 2021/2022.
 - Mattresses incoming totalled 1,459 compared to 1,328 for the same period in 2021/2022.
- 5 The attachment to this report provides the various tonnages information in a graphical format and highlights the movements and trends for the financial year.

STRATEGIC/POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

- 7 As reflected in monthly financial reports.

SUSTAINABILITY IMPLICATIONS

- 8 Nil

Risk – Lower than budgeted tonnages received including product sales.

Consequence	Likelihood	Rating
Possible	Moderate	Moderate
Action/Strategy		
➤ Monthly tonnage reports are reviewed by Council and Management Team.		

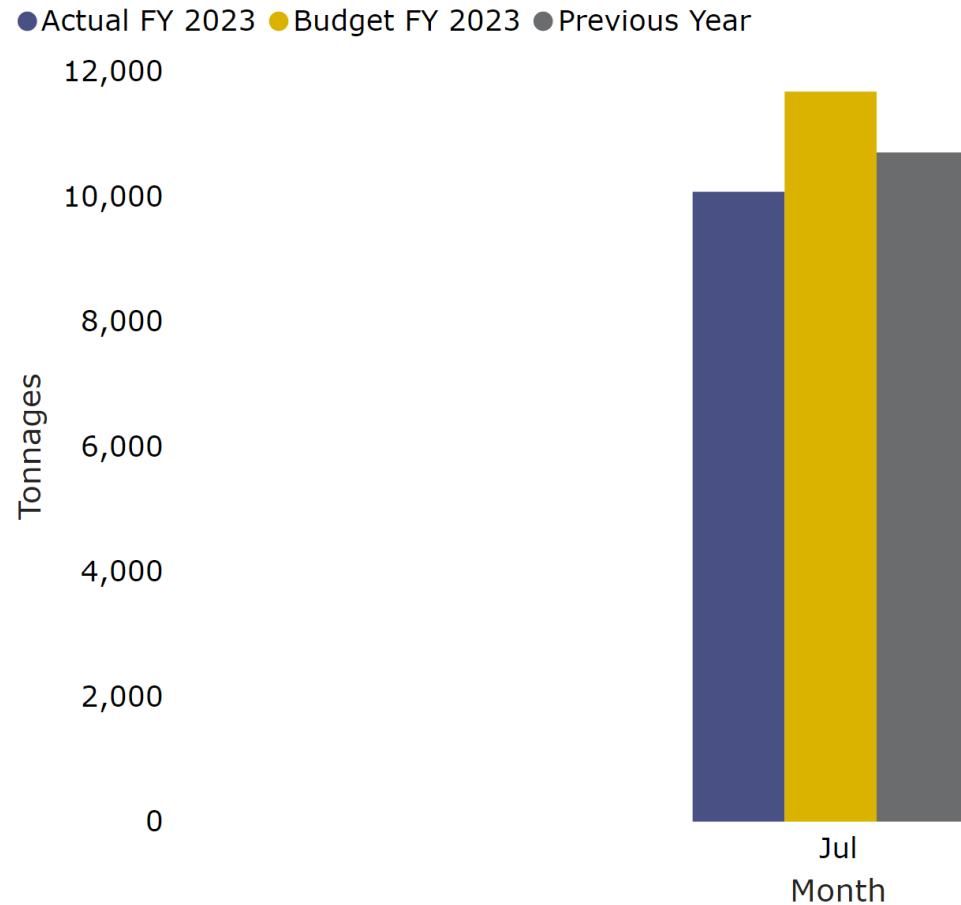
ATTACHMENT(S)

Council Tonnages Report (D2022/12182)

EMRC Tonnage Analysis

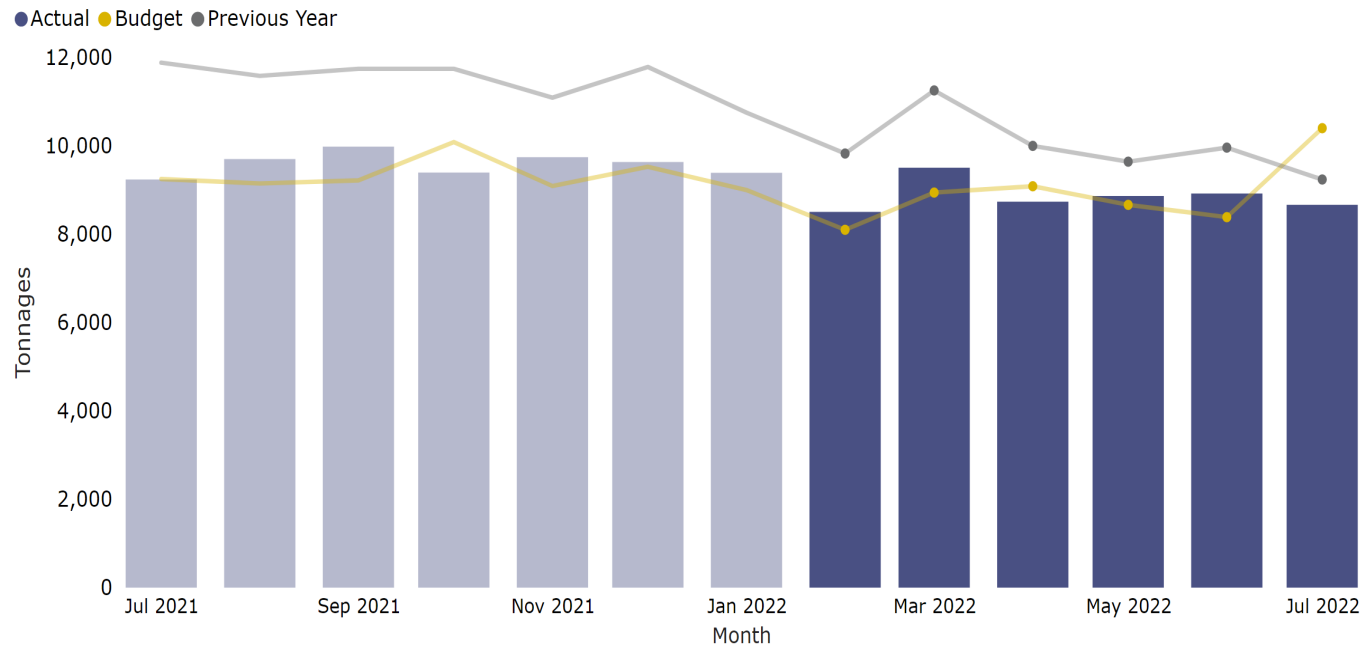
as at 31 July 2022

2022/2023 Member Council YTD Overall Tonnages

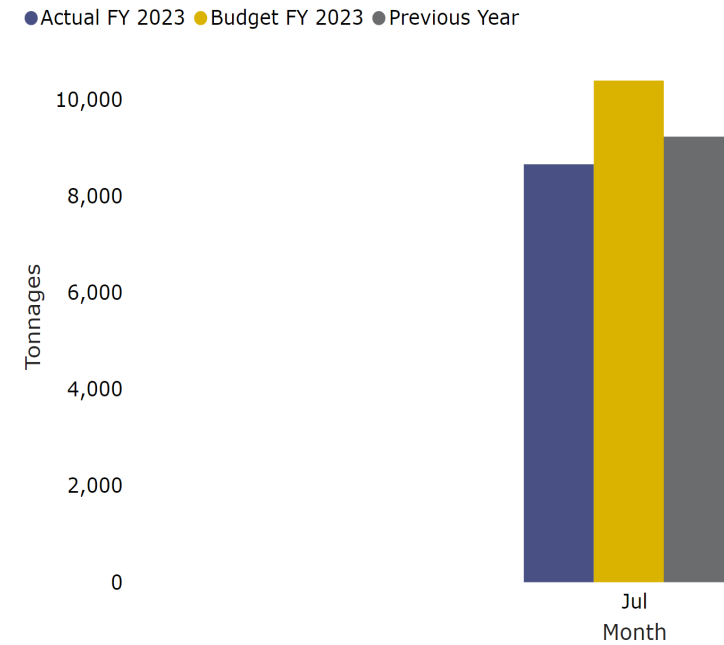


2022/2023 Tonnages

13 month rolling Class III Tonnages for Member Council



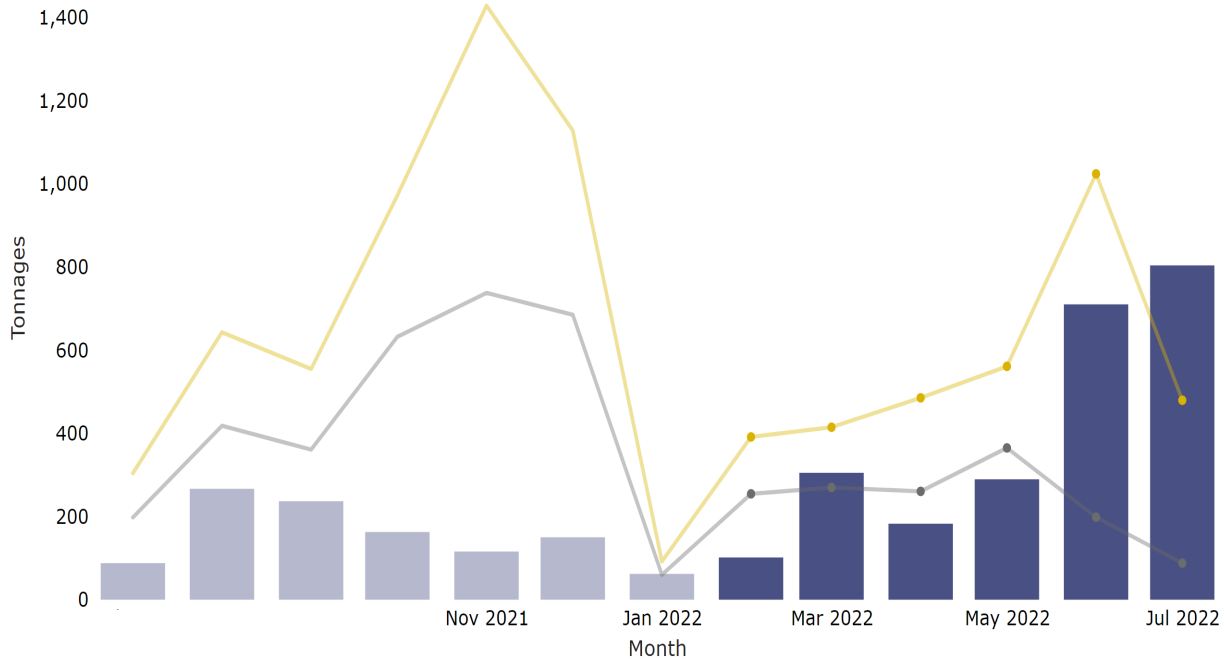
Member Council Class III YTD



2022/2023 Tonnages

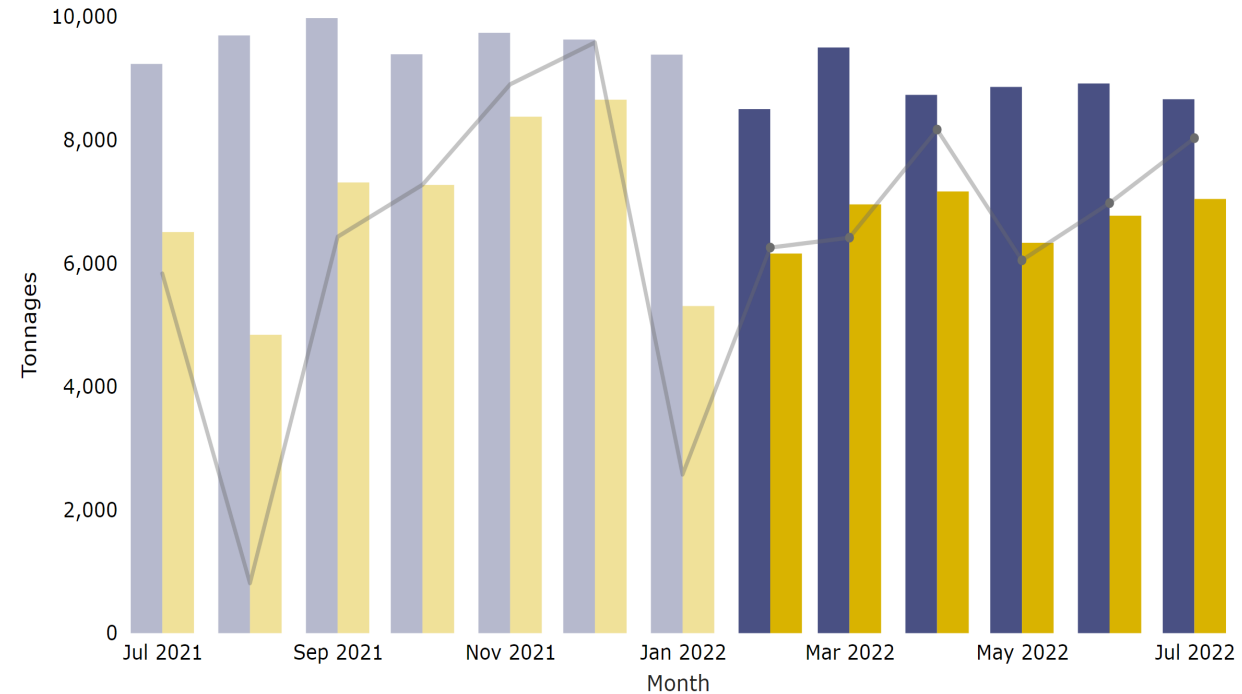
13 month rolling Class IV Tonnages

Actual Budget Previous Year



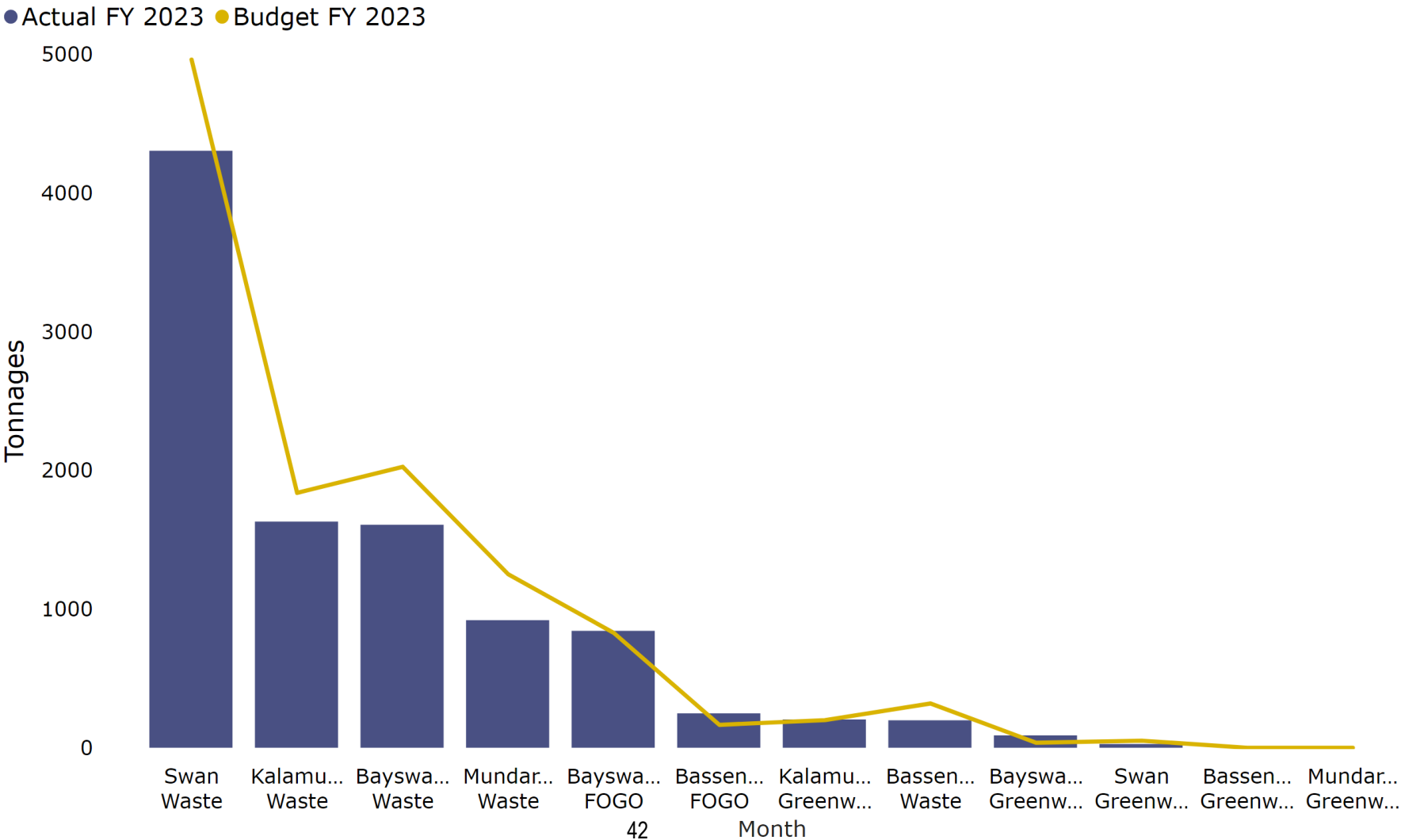
13 month rolling Member Council / Commercial Mix

Member Councils Commercial Commercial Mix



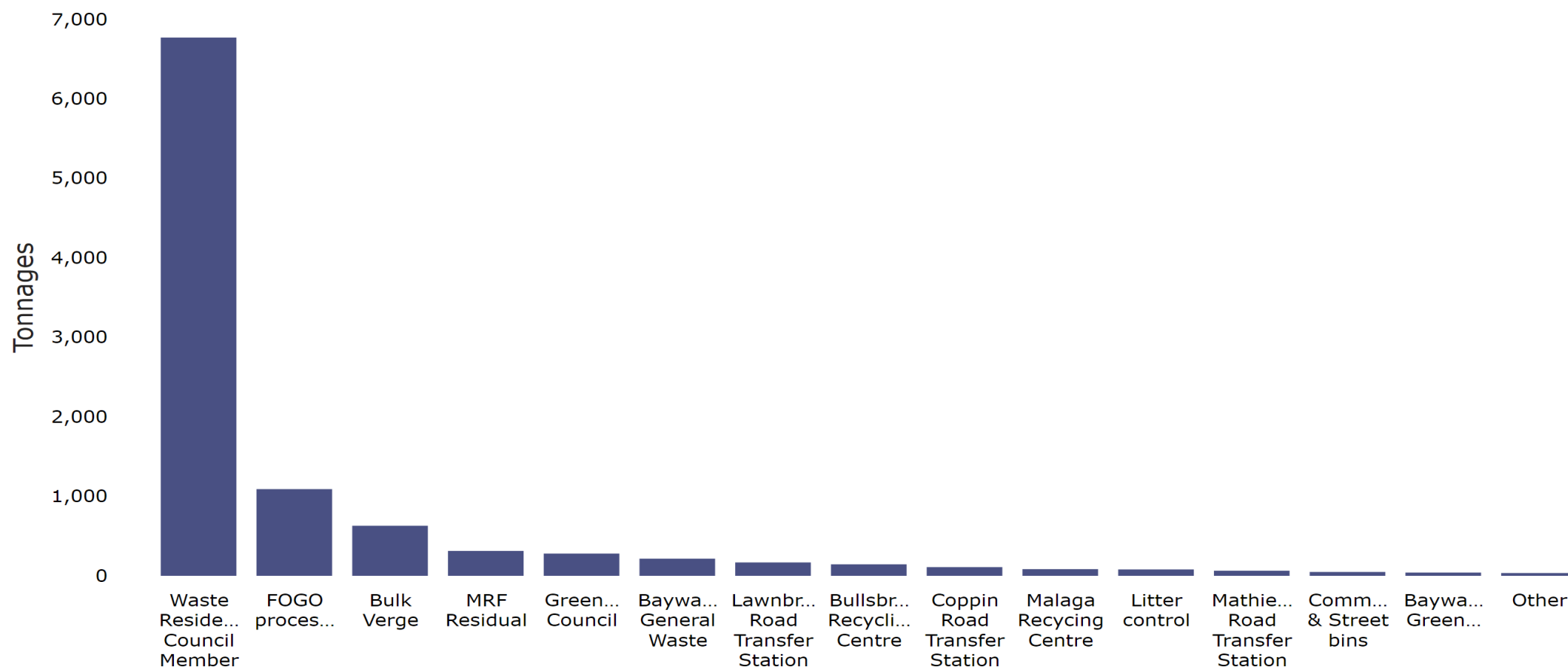
2022/2023 EMRC Combined Waste Report

YTD July 2022



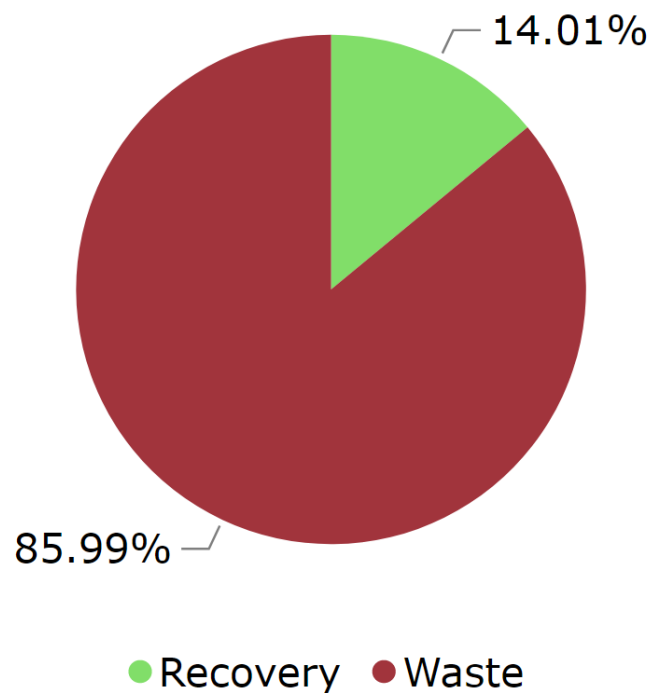
2022/2023 EMRC Waste Receipt Report

YTD July 2022



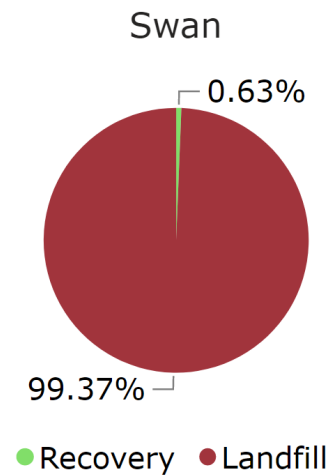
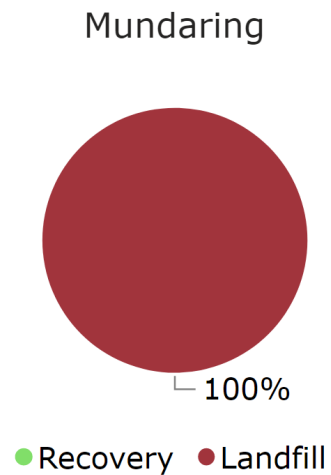
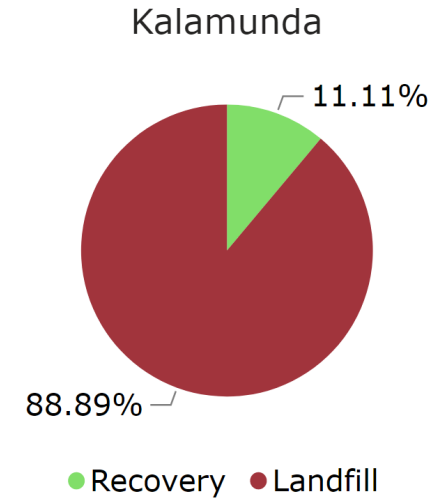
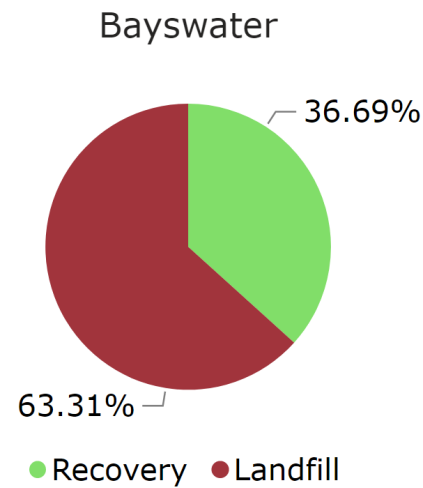
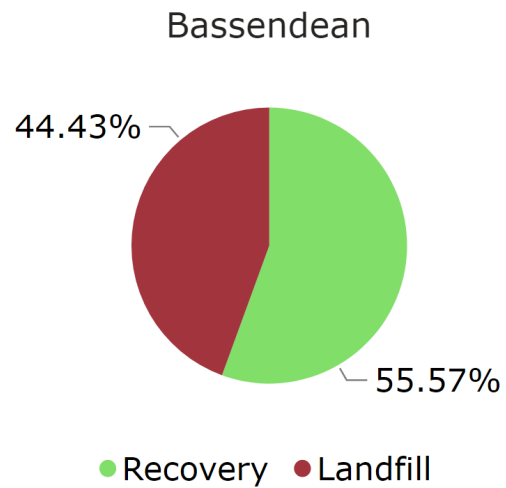
2022/2023 Total Member Council % Recovery @ EMRC

RECOVERY / LANDFILL



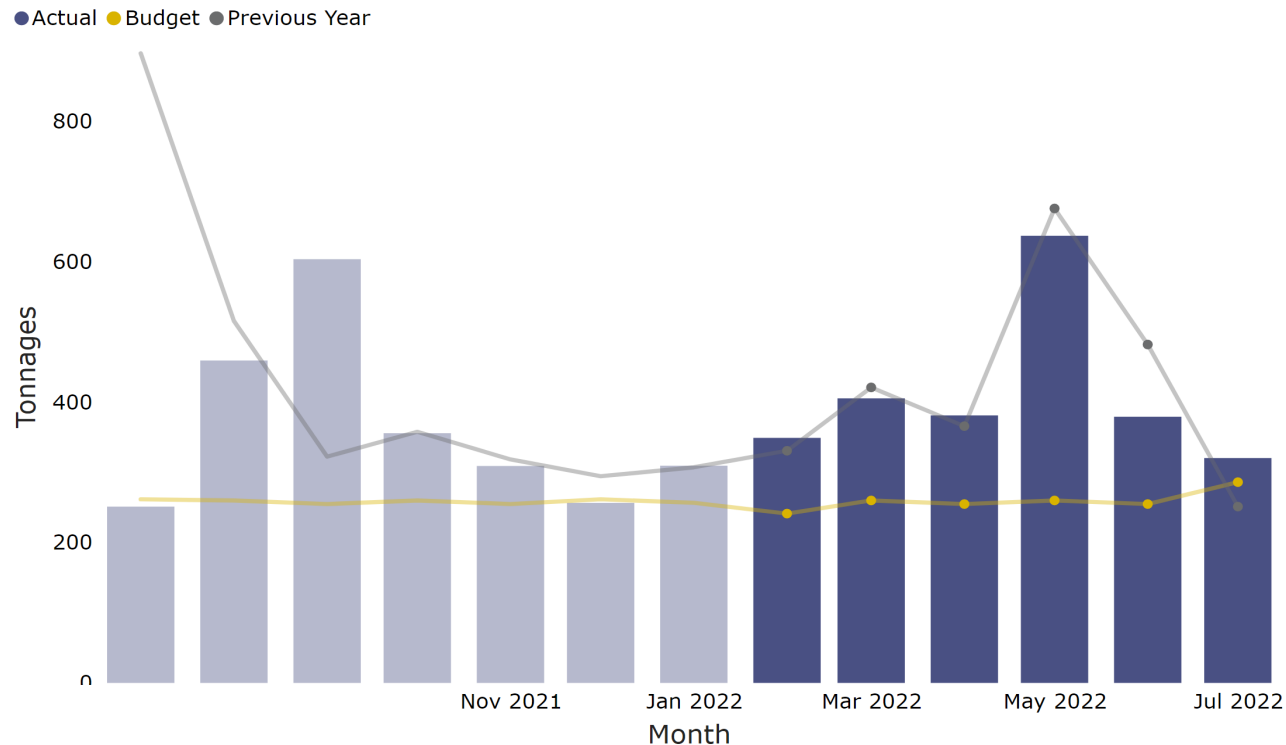
Council	Landfill Recovery	
Bassendean	44.43%	55.57%
Bayswater	63.31%	36.69%
Kalamunda	88.89%	11.11%
Mundaring	100.00%	0.00%
Swan	99.37%	0.63%
Total	85.99%	14.01%

2022/2023 Member Council Recovery @ EMRC

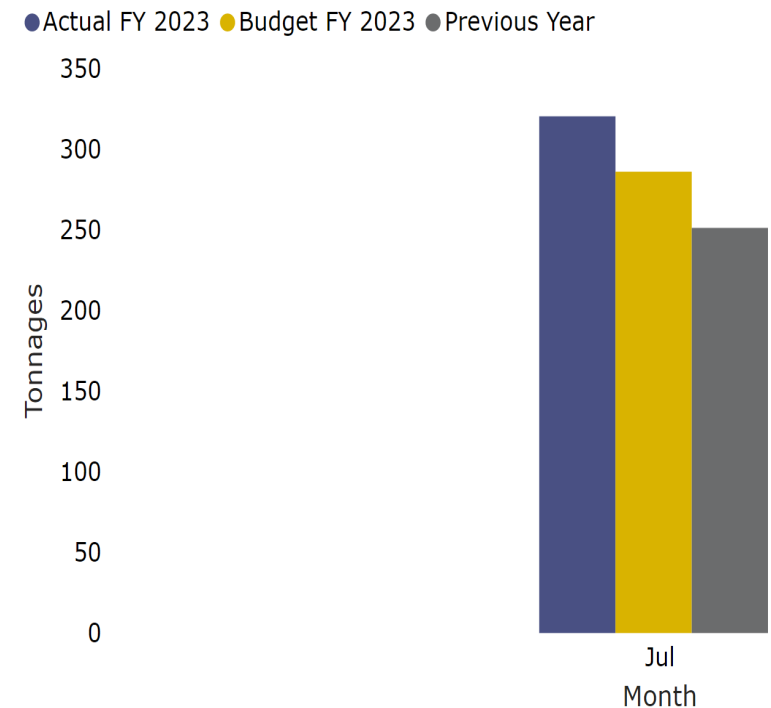


2022/2023 Greenwaste Tonnages

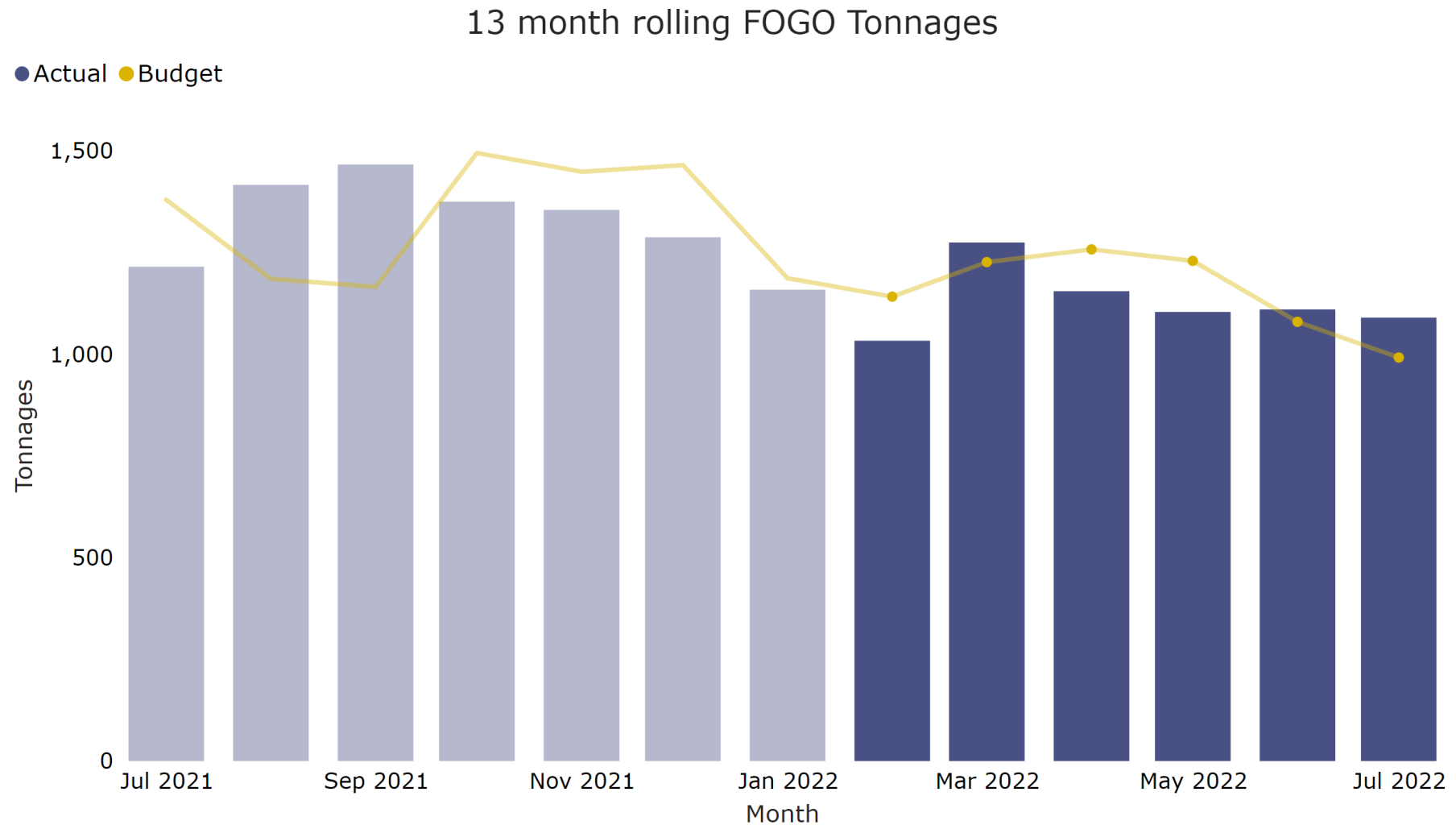
13 month rolling Greenwaste Tonnages for Member Council



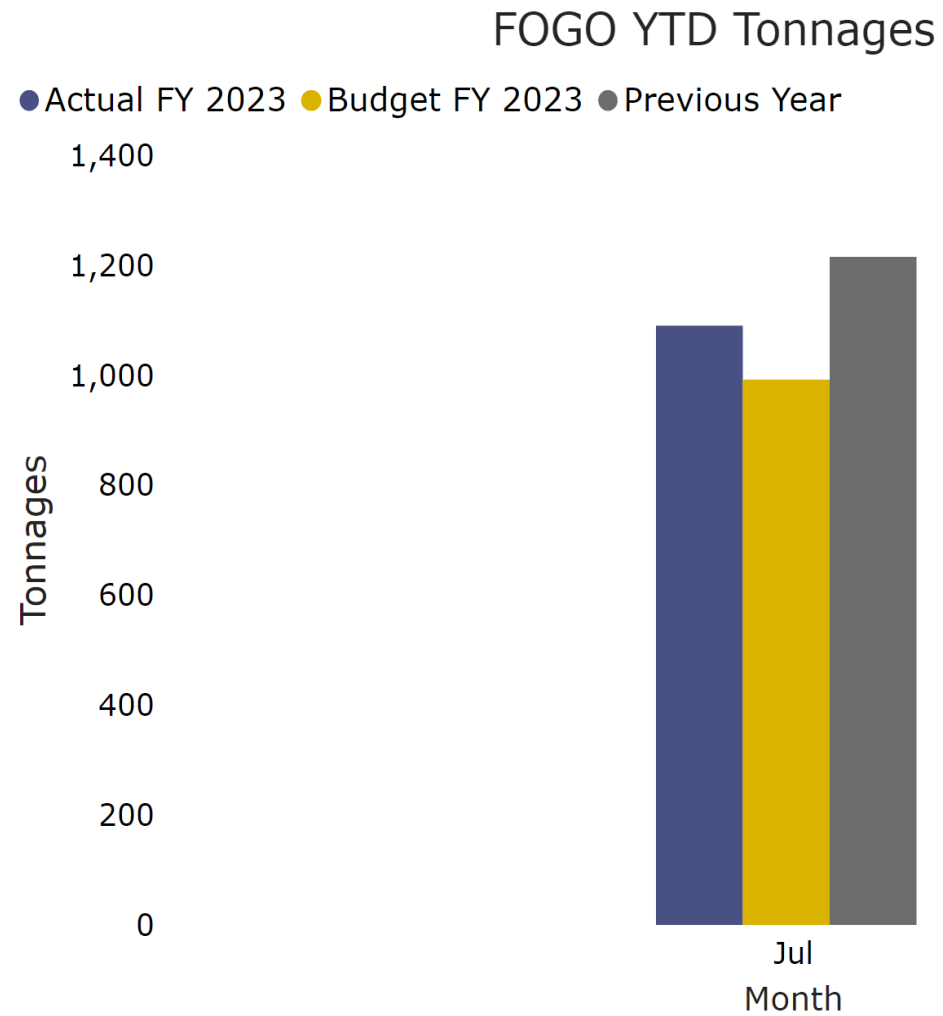
Member Council Greenwaste Tonnages YTD



2022/2023 FOGO Tonnages

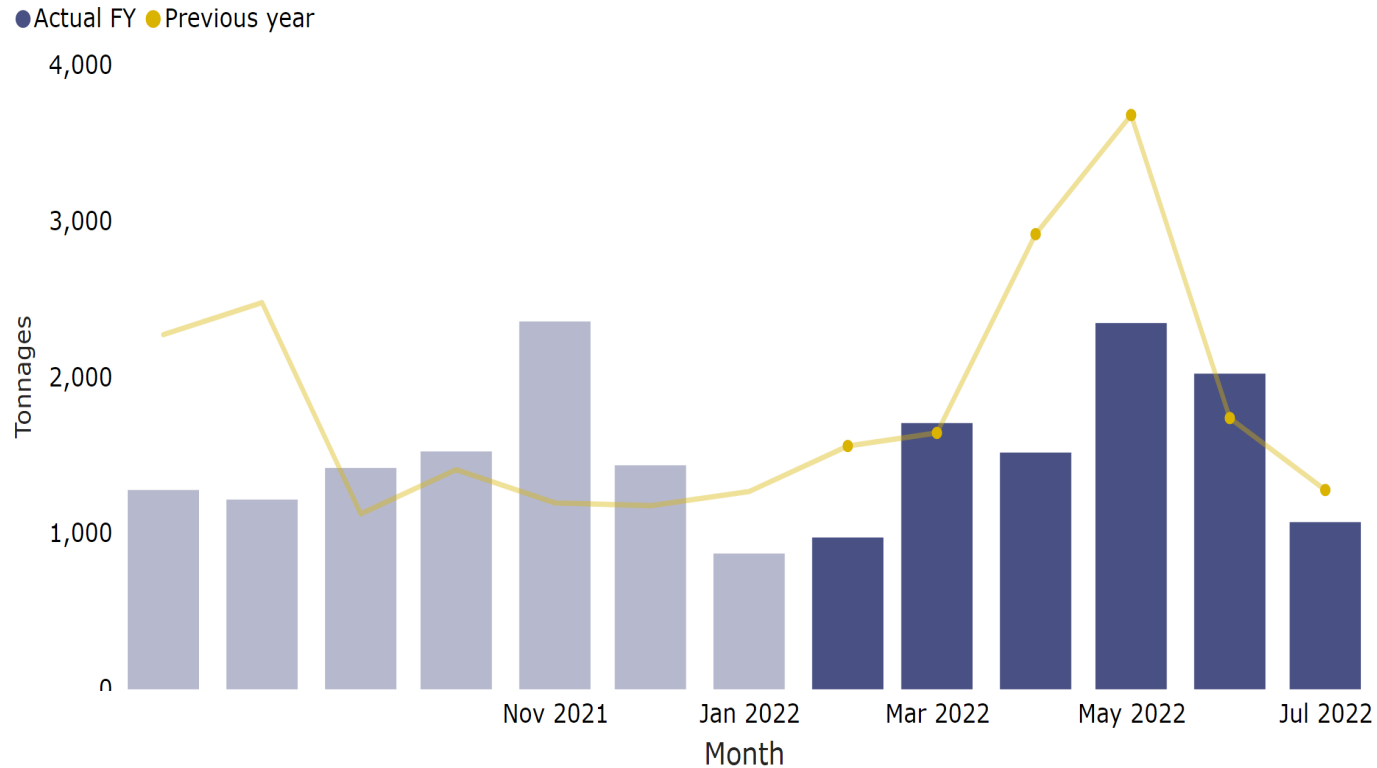


2022/2023 FOGO Tonnages

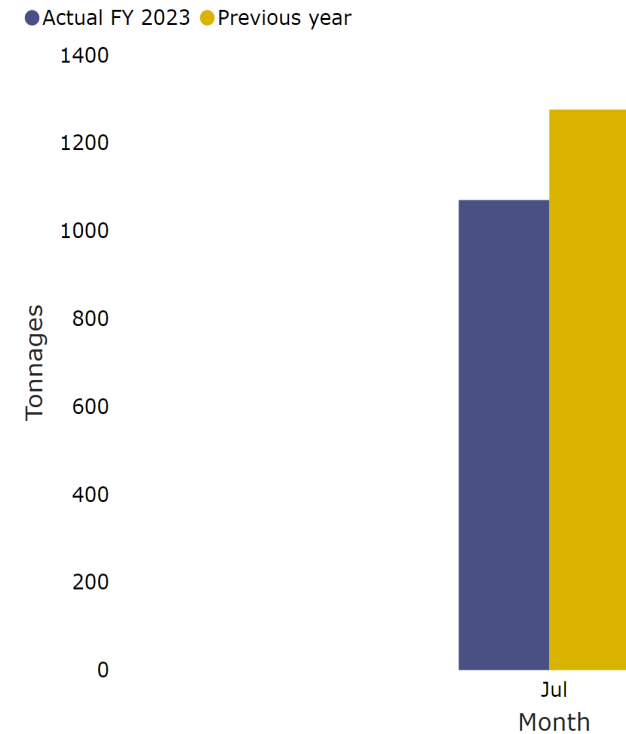


2022/2023 Product Sales

All Products - 13 month rolling Tonnages

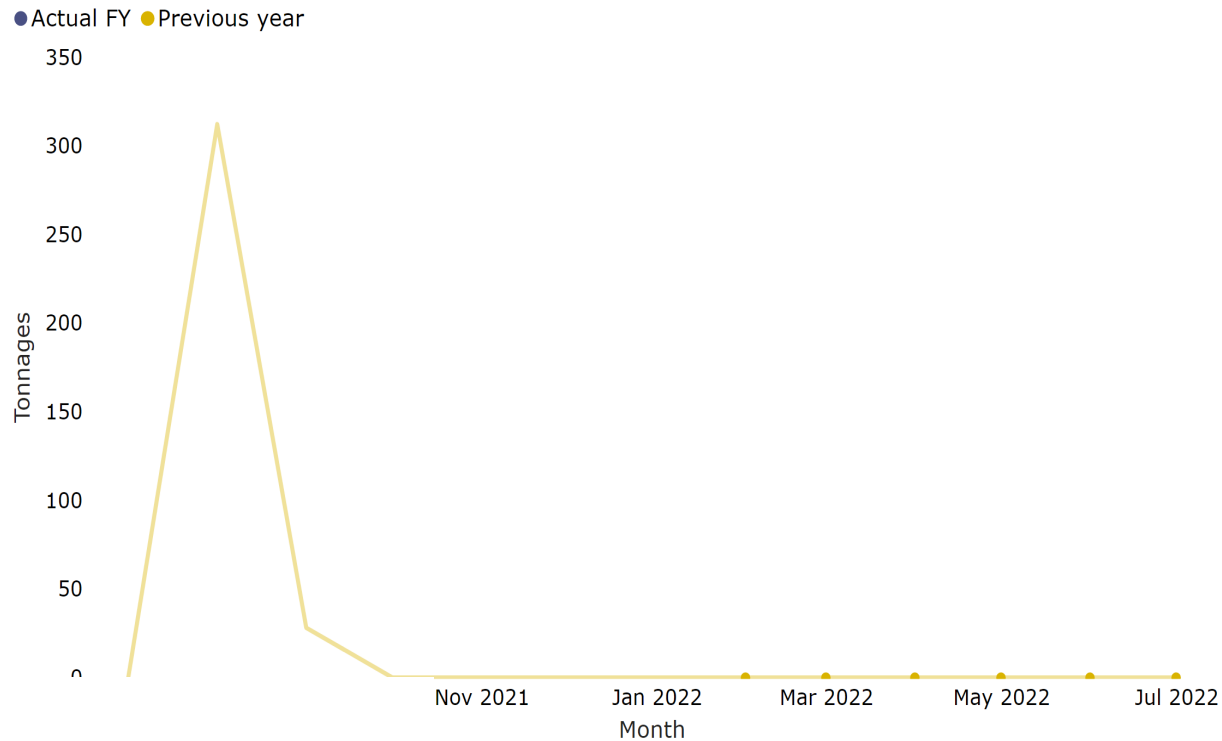


All Products - YTD

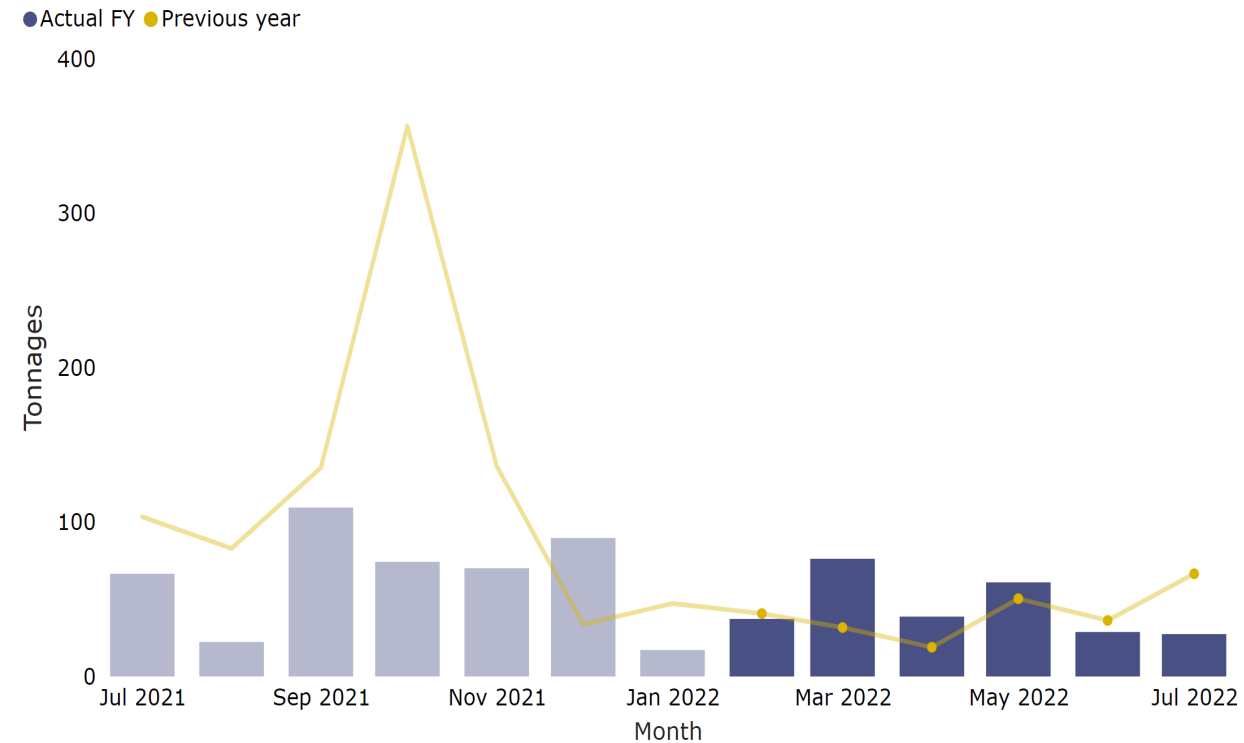


2022/2023 Product Sales

Clay - 13 month rolling Tonnages

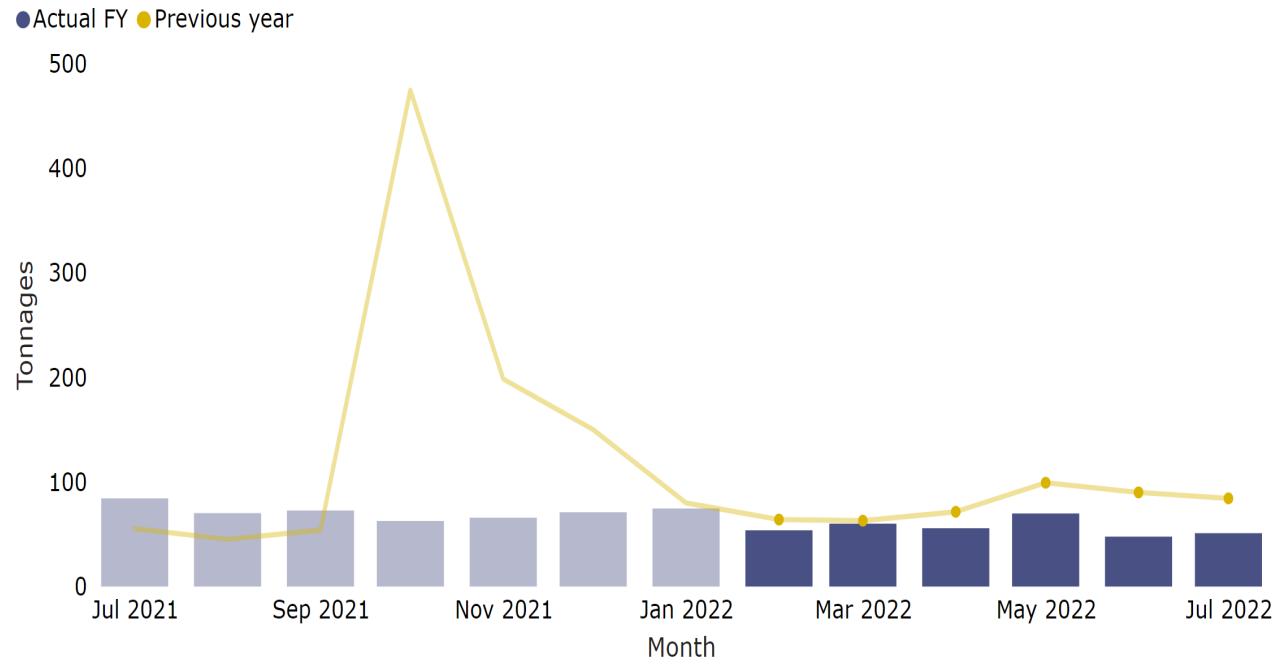


Mulch - 13 month rolling Tonnages

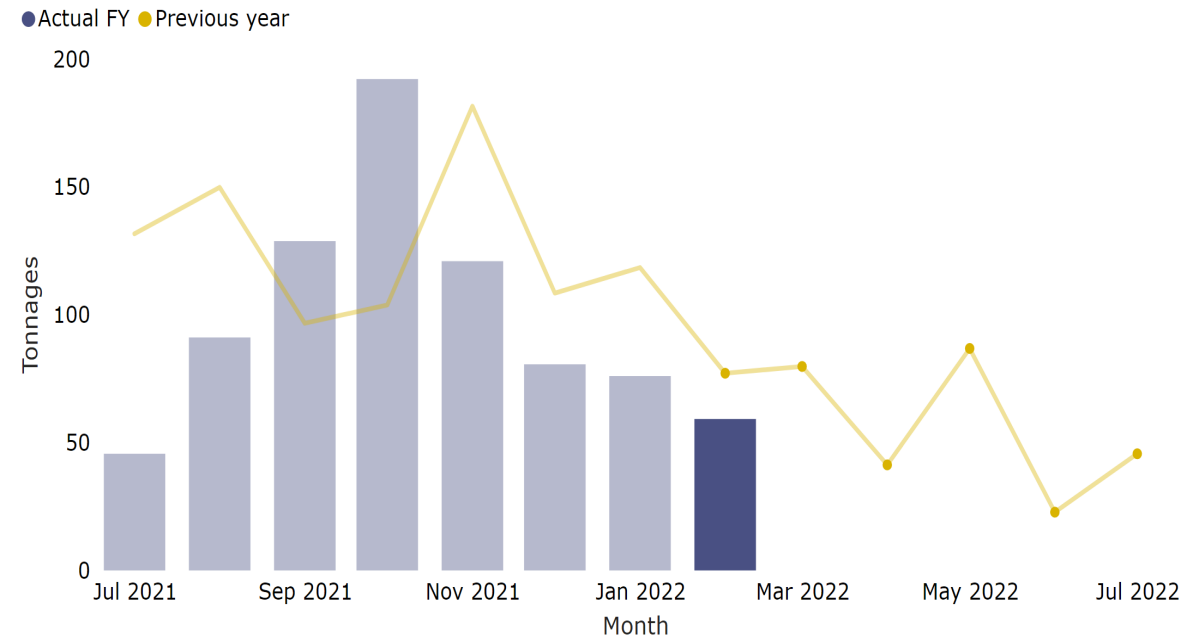


2022/2023 Product Sales

Recycled Materials - 13 month rolling Tonnages

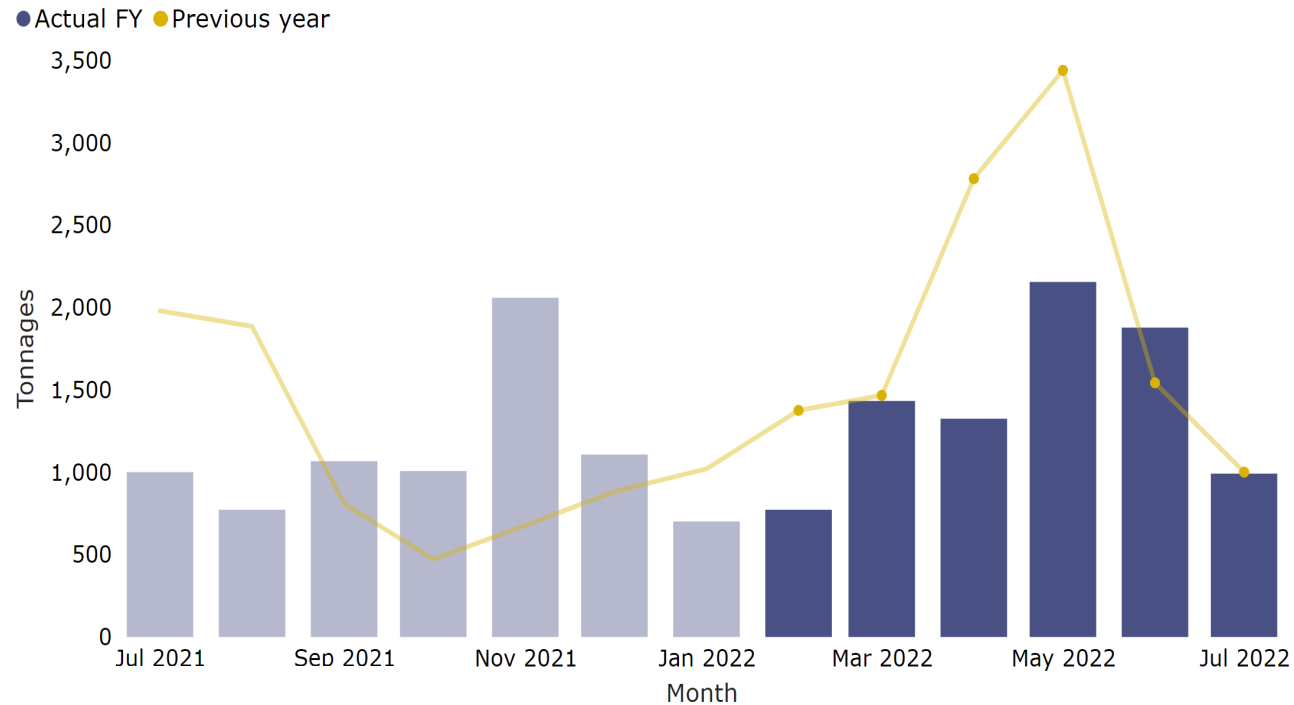


Soil - 13 month rolling Tonnages

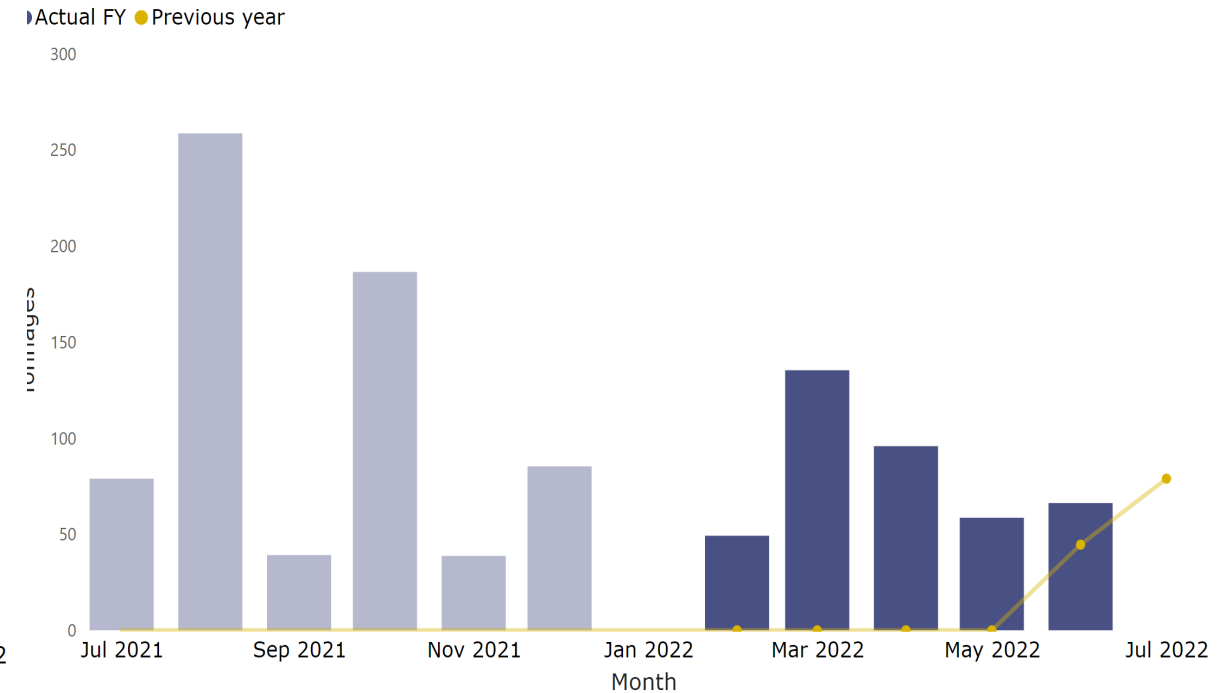


2022/2023 Product Sales

Ferricrete - 13 month rolling Tonnages



Filter / Laterite Rock - 13 month rolling Tonnages



5 SUSTAINABILITY TEAM UPDATE – APRIL TO JUNE 2022

D2022/14110

PURPOSE OF REPORT

The purpose of this combined report is to provide a progress update on the activities undertaken by the Sustainability Team for the period April to June 2022.

KEY POINT(S)

Achievements of the Sustainability Team are highlighted in the report for the period April to June 2022 and include:

- All activities undertaken by the Urban Environment Team for the ensuing period; and
- All activities undertaken by the Waste Education Team for the ensuing period.

SOURCE OF REPORT

Chief Sustainability Officer

BACKGROUND

- 1 The Urban Environment Team partners with member Councils, other local governments and key stakeholders to facilitate projects and activities and provide services (where appropriate) for the benefit and sustainability of Perth's Eastern Region.
- 2 The Waste Education Team partners with member Councils, other local governments and key stakeholders to deliver waste education and other waste services for the benefit and sustainability of Perth's Eastern Region.
- 3 Advocacy also occurs at a regional, state and federal level to ensure key agencies are fully apprised of matters of significance to the Region.

REPORT

- 4 The progress report comprises of two parts; Urban Environment and Waste Education. The 2021/2022 focus of the Sustainability Team is to drive all projects, activities and services in accordance with the United Nations Sustainable Development Goals, Circular Economy and transitioning towards Net Zero by 2040.
- 5 **Urban Environment - Key Regional Actions (Relevant to all Councils)**
 - Submitted an EOI through WALGA's combined grant application for ARENA's Future Fuels for increasing the uptake of battery-operated electric vehicles
 - Participated in the second Kep Track forum for Perth Adelaide National Highway with representation from various stakeholders.
 - Held a combined Regional Integrated Transport and Economic Development meeting including presentations by Doug Pearson from City of Bayswater and Cameron McKenzie and Amitoj Singh from Aspire Group.
 - Finalised the Terms of Reference for the combined STEG (Sustainable Transport and Economic Group)
 - Attended the WSP organised Perth Roundtable Discussion for The Journey to Zero Emission Buses with stakeholders including Public Transport Authority, Perth Airport and Department of Transport.

- EMRC hosted a presentation by Hyzon Motors for member Councils and extended councils about increasing the uptake of hydrogen powered heavy vehicles.
- Investigation and collation of available transport emission data for the region
- 'Flood Aware Be Prepared' NDRP funding acquittal awaiting final sign off by SEMC and payment.
- Prepared Australian Communities Local Stream grant, which unfortunately was not successful. Feedback has been passed onto councils.
- Planned and implemented marketing and promotions for the 2022-23 Community Grants Program and followed up outstanding grant completion reports from the 2021-22 round.
- Attended the New Water Ways training session: Learnings from the Wharf Street Next Generation Community Park project.
- Hosted a 4-day Irrigation Australia training course at Ascot Place for member Councils and other councils in the region (certification a requirement for Waterwise Council status).
- Researched and procured a range of new educational activities for the Red Hill Environmental Education Centre which includes water efficiency, energy conservation, emission reduction and the Sustainable Development Goals.
- Attended Stormwater WA Hydropolis 2022 Conference.
- Researched and developed the reporting framework for new initiative; Sustainable Development Goals Annual Report.
- The EMRC hosted a Regional Youth Officer meeting including discussion surrounding an end of year event.

6 **Urban Environment - Town of Bassendean**

- Assisted Town of Bassendean with development and review of the Town's Emission Reduction Strategy.
- Assisted with completion of Waterwise Council requirements including research and development of Sustainable Urban Infill and Development document.

7 **Urban Environment - City of Bayswater**

- Prepared and implemented Avon Descent Family Fun Day social media campaign and provided a social media package to use throughout the marketing period.

8 **Urban Environment - Shire of Mundaring**

- Compiled an Energy Resource summary for emissions forecasting
- Advised on solar bore suitability
- Completed investigation of Depot interval data
- Attended QPR meeting and identified possible issues
- Assisted with completion of Waterwise Council requirements including research and development of Sustainable Urban Infill and Development document.

9 **Urban Environment - City of Swan**

- Completed revision of Waterwise Council action plan template
- Assisted with completion of Waterwise Council requirements including research and development of Sustainable Urban Infill and Development document.
- Prepared and implemented Avon Descent Family Fun Day social media campaign and provided a social media package to use throughout the marketing period.

10 Urban Environment – City of Kalamunda

- No City-specific actions this quarter.

11 Regional Integrated Transport Strategy 2017-2021 – Summary

- The Regional Integrated Transport Strategy 2017- 2021 consisted of six priority areas; Safety, Efficiency, Effective and Productive, Resilient and Innovative, Socially Responsible, and Environmentally Responsible. Each of these priorities were defined by a clear goal statement and further supported by objectives which included advocacy and other initiatives.
- Key Achievements of the Strategy included:
 - ⇒ Development of the Regional Congestion Management Action Plan (finalised February 2019) and Regional Road Safety Plan (finalised December 2019).
 - ⇒ ‘Share the Space’ campaigns in 2017/18 and 2020/21 to raise awareness of road safety issues for pedestrians and other vulnerable road users.
 - ⇒ Continuation of the Regional Integrated Transport Strategy Implementation Advisory Group (RITS IAG).
 - ⇒ Active transport advocacy such as ‘Your Move’ for Forrestfield Airport Link.
 - ⇒ Representation on advocacy groups such as Westport Taskforce, Eastlink Sustainability Group, National Freight and Supply chain Strategy group, Net Zero Cities Collaboration and other groups aimed at reducing emissions.
 - ⇒ Advocacy work on problems faced by the heavy vehicle industry such as rest areas, cleaner fuels and safer movement of goods in the region.
 - ⇒ Advocacy for ‘Mobility as a Service’ and the use of autonomous vehicles for travel.
- Objectives from priority areas such as ‘Environmentally Responsible’ and ‘Socially Responsible’ will continue to be investigated and implemented under the EMRC’s Sustainability Strategy 2022/23-2026/27. This will include a growing focus on transport emission reduction in the region, and applying the principles of circular economy to transport projects (e.g., construction and demolition waste used in road construction, FOGO products for roadside landscaping).
- Members of former RITS IAG will continue to collaborate and network as part of the Sustainable Transport Economic Group (STEG).

12. Regional Economic Development Strategy 2017-2021 – Summary

- The Regional Economic Development Strategy 2017- 2021 consisted of four priority areas; Business and Industry Growth, Education and Employment Opportunities, Community Wellbeing, and Integrated Planning. Each of these priorities were defined by a goal statement and further supported by objectives which included advocacy and other initiatives
- Key Achievements of the Strategy included:
 - ⇒ Development of the City Deal Proposal, which supported and advocated for a coordinated approach to business, industry, economic development and infrastructure development. Disseminated in 2017.
 - ⇒ Regional Events and initiatives including, Swan River Ramble, Hello Spring, Perth’s Autumn Festival and the Avon Descent Family Fun Days. Receiving \$529,000 in grant funding for the community.
 - ⇒ Coordination and support of the Economic Development Officer Group (EDOG), providing over 15 expert guest speakers for attendees.
 - ⇒ Business Exemplar Program which saw, regional upskilling events, forums which led into online circular economy webinars. The program also provided recognition for over 20 local businesses in the Region; helping to promote local purchasing to maximise the economic benefits of business.

- ⇒ Development of the Investing in Perth's Eastern Region Prospectus, to promote the region as an attractive investment destination. Disseminated in 2020.
- ⇒ Coordination and support for the continuing Regional Youth Officer Group (RYOG) to help develop a skilled and confident workforce by providing opportunities for greater education and upskilling.
- Members of former EDOG will continue to collaborate and network as part of the Sustainable Transport Economic Group (STEG).
- Initiatives which contain priority objectives to remain circular and sustainable will continue to be investigated and implemented under the EMRC's Sustainability Strategy 2022/23-2026/27. A growing focus on educating, upskilling and enabling sustainable transformation for business and industry.

12 **FOGO Update - FOGO in Schools**

- Involved 14 schools from the City of Bayswater and Town of Bassendean (12 primary and two high schools). The aim was to assess waste services needs and compare them against what currently exists at the school to allow for monetary savings and improved waste recovery;
- All research has been completed; and
- Draft report completed and submitted to the Department of Education and Waste Sorted Schools for comment.

13 **Bin Tagging**

- The bin tagging program ran between May and June 2022 in the City of Bayswater, with tagging conducted over eight weeks with 1,776 households participating in the program.
- The Bassendean Bin tagging was completed earlier and the Bin Tagging Report has now been submitted to WALGA.

14 **Earth Carers**

- The next Earth Carers Course will commence on Wednesday 19 October 2022 consisting of 5 sessions with the last session being held on Wednesday 2 November 2022.

15 **Recycle Right Membership**

- Reference Group Meeting held on 22 June 2022;
- Website A-Z issues resolved;
- Find My Nearest issues resolved;
- Annual membership fees received for 2022/23.

16 **Waste Sorted Grant - Circular Economy in the Community**

- The first grant milestone report was submitted at the end of May 2022;
- Researched and purchased several pieces of equipment for the textiles component of the grant. The City of Swan has utilised this equipment for three successful events;
- EMRC delivered one of the Sustainable Style workshops in the Shire of Mundaring;
- WA Plastic Ban: Is Your Business Ready? webinar held on 4 April 2022 with 44 people registering and;
- The Saving with Scraps workshop was moved to a webinar on the 18 of April with 62 people registering and 37 attending on the day.

17 Waste Plans

- Updated the implementation plan with recent updates from team members and submitted to DWER.
- Submitted feedback to DWER on the EMRC's revised waste plan implementation plan for reporting.

18 Public Recycling Updates (Public place collection data for the period April to June 2022)

a. Public Place Battery Collection Program

Battery Recycling – Public Places	April to June 2022	April to June 2021	Year to Date 2021/2022	Year to Date 2020/2021
Bassendean	224.4	246.3	918.3	1084.5
Bayswater	877.5	805.2	3483.8	3335.8
Kalamunda	820.8	1077.5	4015.3	3567.6
Mundaring	407.4	302.8	1654.0	1418.0
Swan	693.5	742.5	3092.8	3197.8
TOTAL (kg)	3023.6	3174.3	13164.2	12603.7

b. Schools Battery Collection Program

Battery Recycling - Schools	April to June 2022	April to June 2021	Year to Date 2021/2022	Year to Date 2020/2021
Bassendean	73.7	118.7	326.4	328.5
Bayswater	136.6	183.3	735.9	693.3
Kalamunda	161	380.1	1006.1	1474.0
Mundaring	407.9	283.6	1493.1	1623.6
Swan	402.6	449.8	1482.4	1772.5
TOTAL (kg)	1181.8	1415.5	5043.9	5891.9

19 CFL Collection and Recycling Program

CFL Recycling - Public Places	April to June 2022	April to June 2021	Year to Date 2021/2022	Year to Date 2020/2021
Bassendean	22.6	15.3	83.8	88.9
Bayswater	201.5	242.1	740.0	760.5
Kalamunda	84.7	74.2	377.9	247.1
Mundaring	99.6	149.2	572.0	532.7
Swan	225.9	138.9	866.3	415.5
TOTAL (kg)	634.3	619.7	2640.0	2044.7

20 Tours of Red Hill Waste Management Facility and Education Centre – April to June 2022

Name of Group	Council Region	Number of Participants	Program
City of Kalamunda Community Tour	Kalamunda	30	Community tour and Education Centre visit

21 School and Community Engagement/Events

School Events

- City of Swan - St Helena's Catholic PS Sustainability Staff PD - 7 June 2022.

Community Events

- WA Plastic Ban: Is Your Business Ready? Webinar – 4 April 2022;
- Saving with Scraps Webinar – 30 April 2022;
- Resource Recovery Group Tour Virtual tour - 4 May 2022;
- City of Bayswater – Plants for Residents' event – 7 May 2022;
- Sustainable Style & Clothes Swap- Boya Community Hall - 21 May 2022;
- City of Swan Small Farm Field Day Gidgegannup - 29 May;
- City of Bayswater- Max Solutions Recycling talk – 14 June 2022; and
- Resource Recovery Group Tour Virtual tour- 16 June 2022.

22 Waste Education Networking/Promotion/Collaboration Activities

- Waste Educators Networking Group Meeting - 5 May 2022;
- Waste Management Community Reference Group meeting - May 2022 to gain community feedback on the draft revised 10 Year Strategic Plan 2017 -2027;
- Meeting with Our Kinds - 9 June 2022;
- Consistent Communications Collective meeting – 15 June 2022; and
- WMRR Webinar Behaviour Change 101 - 21 June.

23 Waste Education Loan Resources Utilisation

- Book Box, Early Years Resource Box and Mini Bin Waste Sort – Mercycare Early Learning Centre (City of Bayswater) – 28 March to 18 April 2022.
- Book Box, Early Years Resource Box, Mini Bin Waste Sort, Natures Recyclers Plastic Not So Fantastic Loan boxes – Gooseberry Hill Primary School (City of Kalamunda) 24 June 2022 to 1 July 2022

FINANCIAL IMPLICATIONS

- 24 The activities undertaken within the Sustainability Team are funded as part of the 2021/2022 approved operating budget.

STRATEGIC POLICY IMPLICATIONS

25 Key Result Area 1 – Environmental Sustainability

- 1.3 To provide resource recovery and recycling solutions in partnership with member Councils

- 1.5 To contribute towards improved regional air, water and land quality and regional biodiversity conservation and address climate change

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

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

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

SUSTAINABILITY IMPLICATIONS

- 27 The Sustainability Team operates to pursue environmental, economic and social growth outcomes for Perth's Eastern Region.

RISK MANAGEMENT

Risk – The Sustainability Team deliver on agreed projects so there is minimal risk		
Consequence	Likelihood	Rating
Possible	Insignificant	Low
Action/Strategy		
➤ The Sustainability Team considers risk pertaining to all projects or programs and continues to deliver on agreed actions		

MEMBER COUNCIL IMPLICATIONS

Member Council

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

Implication Details

Participating member Council officer time on advisory group

ATTACHMENT(S)

Nil

6 CORPORATE BUSINESS PLAN 2021/2022 – 2025/2026 – FOURTH QUARTER REPORTING FROM APRIL TO JUNE 2022

D2022/14111

PURPOSE OF REPORT

The purpose of this report is to provide Council with a progress update against key actions identified within EMRC's Corporate Business Plan 2021/2022 – 2025/2026 for the reporting period April to June 2022.

KEY POINT(S)

- Section 5.56(1) and (2) of the *Local Government Act 1995* requires that each local government is 'to plan for the future of the district', by developing plans in accordance with the regulations.
- The *Local Government (Administration) Regulations 1996* specify that a 'plan for the future' comprises of the following:
 - ⇒ A Strategic Community Plan – a minimum 10 year timeframe; and
 - ⇒ A Corporate Business Plan – a four to five year plan, which translates the 10 year strategic plan into actions.
- Council adopted the EMRC's Strategic Community Plan titled 10 Year Strategic Plan 2017 – 2027 on 18 August 2016 for implementation from 1 July 2017 onwards (D2016/10193).
- Council adopted the revised EMRC's Corporate Business Plan 2021/2022 – 2025/2026 on 26 August 2021 (D2021/14764).
- The attachment to this report provides the fourth quarter reporting, against the key actions identified within the Corporate Business Plan 2021/2022 – 2025/2026, for the period April to June 2022.

SOURCE OF REPORT

Chief Sustainability Officer

BACKGROUND

- 1 Section 5.56(1) and (2) of the *Local Government Act 1995* require that each local government is 'to plan for the future of the district', by developing plans in accordance with the regulations. The *Local Government (Administration) Regulations 1996* specify that a 'plan for the future' comprises of the following:
 - A Strategic Community Plan – a minimum 10 year timeframe; and
 - A Corporate Business Plan – a four to five year plan, which translates the 10 year strategic plan into actions.
- 2 Council adopted the EMRC's Strategic Community Plan titled 10 Year Strategic Plan 2017 – 2027 on 18 August 2016 for implementation from 1 July 2017 onwards (D2016/10193).
- 3 Council adopted the EMRC's new Corporate Business Plan 2021/2022 – 2025/2026 on 26 August 2021 (D2020/14764) for activities progressed from 1 July 2021 onwards.

REPORT

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

- 5 The Corporate Business Plan 2021/2022 – 2025/2026 was developed to articulate the strategic direction into operational activities. It is designed to ensure that the organisation as a whole is able to deliver on Council's high level priorities, and summarises the services, operations and projects EMRC will deliver over the next five years, commencing as of 1 July 2021.
- 6 The attachment to this report relates to the Corporate Business Plan actions for the fourth quarter reporting period of April to June 2022.

STRATEGIC/POLICY IMPLICATIONS

- 7 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

- 8 The financial implications are reflected in the annual operating budget and the long-term financial plans.

SUSTAINABILITY IMPLICATIONS

- 9 The Corporate Business Plan 2021/2022 – 2025/2026 identified projects, programs and services for the benefit and 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 timeframes.		

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)

Corporate Business Plan 2021/2022 – 2025/2026 Fourth Quarter Progress Report for the period, April to June 2022 (D2022/14112)



Corporate Business Plan 2021/2022 – 2025/2026

Progress Report – Fourth Quarter 2021/2022

Introduction

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

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

The newly adopted Corporate Business Plan 2021/2022 – 2025/20265 (Corporate Business Plan) is used to drive operational activities and is aligned to the priorities identified in the 10 Year Strategic Plan. These two comprise the EMRC's Plan for the Future. Strategic high-level plans guide development of actions which are prioritised during annual business planning workshops, and resourced through the annual budget.

Council adopted the latest EMRC's Corporate Business Plan in June 2021. The Corporate Business Plan is built on the foundation of three strategic Key Result Areas (KRA) identified within the 10 Year Strategic Plan 2017 to 2027. The Corporate Business Plan sets out the actions that staff will undertake to deliver on Council's strategic priorities.

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

Updates against the Corporate Business Plan for the period July 2021 to June 2022 are provided quarterly within this document and are against the current adopted Plan.

It should be noted that a draft revised Strategic Plan and a draft revised Corporate Business Plan are being developed and will be presented to Council for its consideration, to take effect from 1 July 2022.

Marcus Geisler
Chief Executive Officer

- Behind Schedule; Over Budget; Significant impacts experienced; Project stalled; High likelihood of risk
- Minor impediments regarding Budgets/Schedules; Medium likelihood of risk; Project deferred/postponed
- Ahead or on schedule; Under/On Budget; Risks dealt with or low likelihood

Key Result Area 1 Environmental Sustainability

Objective

1.1 To Provide Sustainable Waste Disposal Operations

1.1.1 Minimise the Environment Impact of Waste Management Operations

Key Actions		Status	Quarter	Comments
1.1.1.1	Prepare and submit annual Monitoring and Compliance Reports: <ul style="list-style-type: none"> ➢ Hazelmere ➢ Offset Compliance ➢ Red Hill 	●	July - September 2021	Reporting is ongoing and on programme.
			October - December 2021	Reporting is ongoing and on programme; Hazelmere and Red Hill reports are due to be submitted 90 days after 31 st December.
			January - March 2022	A two week extension of time was requested to allow for reformatting of the report and collation of information into a more user and reader friendly. The report is to be submitting on Wednesday 20 th April.
			April - June 2022	Reporting is on-going and back on track; the Environmental Team is looking at how to reduce the amount and level of reporting as there are elements of duplication that could be removed.
1.1.1.2	Develop and implement programs to ensure compliance with environmental legislative requirements: <ul style="list-style-type: none"> ➢ Water monitoring ➢ Revegetation ➢ Native Fauna ➢ Feral Animal Control 	●	July - September 2021	Ongoing programme of monitoring is taking place as set out in various detailed processes set out as part of ISO14001 accreditation.
			October - December 2021	Surface and ground water monitoring sampling has been completed. Offsets revegetation onsite assessment completed. Nest box monitoring and report completed. Feral animal control undertaken and awaiting report.
			January - March 2022	Quarterly monitoring undertaken at Red Hill; water monitoring continued as per EMS requirements; dust monitoring recommenced; weed control management is up to date; offset monitoring continues on track; repairs to nest boxes took place; Hazelmere – water and dust monitoring is up to date; wood fines sampling programme ongoing.
			April - June 2022	Annual external ISO 14001 audit took place in June; there are several minor corrective actions to address (for which 12 months is allowed to remedy); there were no major corrective actions recorded.
1.1.1.3	Rehabilitate former landfill cells	●	July - September 2021	Work commenced on planning for tree planting in May 2022.
			October - December 2021	Trees / shrubs have been ordered for rehabilitation in May 2022.
			January - March 2022	Tree planting is being arranged for late May / early June – date to be confirmed, tentatively 3 rd June.

Key Actions		Status	Quarter	Comments
			April - June 2022	Although the tree planting day was cancelled due to inclement weather, tree planting over several days by the Environmental Team and other volunteers has made certain that rehabilitation works continues.
1.1.1.4	Prepare National Greenhouse and Energy (NGERS) Report	●	July - September 2021	Collation of information has commenced, submission is due by end of October.
			October - December 2021	Information was provided on time. Subsequently, EMRC has been working with NGER's to correct data which had been (historically) submitted incorrectly.
			January - March 2022	No reporting required.
			April - June 2022	No reporting required.

Key Actions		Status	Quarter	Comments
1.1.1.5	Prepare National Pollutants Inventory (NPI) Report	●	July - September 2021	Submission was made on 30 th September
			October - December 2021	Reporting complete.
			January - March 2022	No reporting required.
			April - June 2022	No reporting required.
1.1.1.6	Implement Offset Program (Lots 501 and 82)	●	July - September 2021	Ongoing programme of monitoring is in place.
			October - December 2021	Ongoing programme of monitoring is in place.
			January - March 2022	Up to date – on-going monitoring taking place.
			April - June 2022	Up to date – on-going monitoring taking place.
1.1.1.7	Audit Environmental Management System ISO14001:2015 and implement improvements (where required)	●	July - September 2021	Ongoing programme of monitoring is in place.
			October - December 2021	Ongoing programme of monitoring is in place.
			January - March 2022	Ongoing programme of monitoring is in place; no internal audit took place
			April - June 2022	External audit took place in June; several minor corrective actions were identified which must be addressed within 12 months; no major corrective actions were identified. The Environmental Team will use this as an opportunity to review and improve our EMS procedures and reporting.

Responsible Chief Projects Officer

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

Key Actions		Status	Quarter	Comments
1.1.2.1	Construct infrastructure, as required (roads and car parks)	●	July - September 2021	No work has taken place due to weather however surfacing works are planning for the next quarter.
			October - December 2021	Surfacing of access road across to the Resource Recovery Pad is complete.
			January - March 2022	No works have taken place.
			April - June 2022	No works have taken place.
1.1.2.2	Construct Waste Management Facility Buildings	●	July - September 2021	Tender documentation for Workshop#3 has been prepared and tender issued. Tenders will be returned in mid-October.
			October - December 2021	Report went to November Council meeting and works awarded. Construction works due to commence on site in early February with a view to being complete by the end of the financial year.
			January - March 2022	Construction of Workshop #3 has commenced and is planned to be complete by the end of July, as there have been some delays with materials supplies and COVID related issues.
			April - June 2022	Construction of Workshop #3 has continued throughout the period; work has continued on programme, however there have been some variations and relative short delays; it is anticipated that the workshop will reach practical completion in early August.
1.1.2.3	Construct stormwater and siltation ponds, as required	●	July - September 2021	No works have taken place, however due to the wet winter it is anticipated that some remediation works will be required.
			October - December 2021	No works have taken place; additional new evaporators are being purchased to assist with leachate control in leachate ponds due to increased water levels.
			January - March 2022	No works have taken place or have been required.
			April - June 2022	No works have taken place or have been required.
1.1.2.4	Review costs related to post closure management of the Red Hill Waste Management Facility	●	July - September 2021	Projects Team has reviewed post closure costs with Finance Team.
			October - December 2021	No further information provided or requested.
			January - March 2022	No further information provided or requested.
			April - June 2022	No further information provided or requested.
1.1.2.5	Construct access roads and install power supply to Lots 8,9 and10	●	July - September 2021	Planning is taking place on access road to Resource Recovery Pad, associated with the installation of the proposed APCr Processing Plant. Power supply requirements cannot be completed until a preferred permanent FOGO Plant is identified.
			October - December 2021	The award of a tender for the FOGO processing plant and other projects on the Resource Recovery Pad, is delaying the finalisation of road layout and power requirements.
			January - March 2022	The award of a tender for a FOGO processing plant and other projects which haven't been finalised which are going on the Resource Recovery Pad are delaying the finalisation of power requirements.

Key Actions		Status	Quarter	Comments
			April - June 2022	Tender negotiations with preferred contractor for the FOGO processing plant and other projects on the Resource Recovery Pad are delaying finalisation of power requirements and road layouts.
1.1.2.6	Construct drainage diversion and earthworks infrastructure as required		July - September 2021	No works have taken place, however due to the wet winter it is anticipated that some remediation works will be required.
			October - December 2021	Little remediation work has been required, despite the high rainfall experienced last winter.
			January - March 2022	No works have been required.
			April - June 2022	No works have been required.
Responsible	Chief Projects Officer			


1.1.3 Review and Implement the Red Hill Development Plan

Key Actions		Status	Quarter	Comments
1.1.3.1	Implement the Red Hill Development Plan	●	July - September 2021	Construction of Workshop #3 is planned; Section 38 submission planned for treatment of APCr; access road works planned; permanent FOGO plant tender assessment ongoing
			October - December 2021	Construction of Workshop #3 is due to commence early in February; Section 38 – APCr was submitted in October; Section 38 referral for harmonisation of ministerial statements was submitted at the end of December; grant application (Healthy Soils) being drafted for funding for the permanent FOGO plant.
			January - March 2022	Construction of Workshop #3 has started however the contractor has asked for an extension of time, meaning it won't be complete until early next financial year; APCr is still progressing through the approval process; Section 38 Harmonisation has not been looked at yet by EPA / DWER;
			April - June 2022	Workshop#3 is anticipated to reach practical completion in August 2023; APCr contract negotiations are still taking place, clarification from DWER to be sought on the application of the Waste Levy to APCr; DWER (Part V) has requested a significant amount of information with regard to S38 APCr referral – this is being addressed but will take several weeks to collate;
1.1.3.2	Design and Construct Class IV Cell Stage 3	●	July - September 2021	Section 38 ministerial submission to be made in early October for APCr treatment, which will make use of existing Class IV Cell; another Section 38 submission to be made to cover the whole Red Hill site – this needs to be complete prior to construction of a new Class IV cell.
			October - December 2021	Work continued on the two Section 38 referrals (APCr and Harmonisation of Ministerial Statements); APCr was submitted in October with EMRC responding to a number of queries from DWER / EPA. Harmonisation referral was submitted in December. The Harmonisation referral needs to be approved before construction can begin, however design of new class IV cell will commence in the new calendar year.
			January - March 2022	No progress with the Section 38 Harmonisation referral (DWER hasn't looked at it yet);




Key Actions		Status	Quarter	Comments
			April - June 2022	Construction of Class IV monocell is being moved from the S38 Harmonisation referral to the APCr referral in order to expedite approval; Design of monocell and Class IV cells are being commissioned for early next financial year.
1.1.3.3	Construct Class III Cell Stage 16	●	July - September 2021	Continued wet weather has prevented contractor returning to site to complete Stage 16 works. The contractor is keen to recommence and will start as soon as weather permits.
			October - December 2021	Stage 16 Works were complete at the end of December. The CQA work was not submitted, this will be done early in the new year.
			January - March 2022	CQA was complete in early January; Stage was approved for use on 2 March 2022 by Department of Water and Environmental Regulation. Waste was pushed into the cell on 3 March.
			April - June 2022	Stage 16 Cell is now in use. This action is complete.
1.1.3.4	Design and Construct Class III Cell Stage 17	●	July - September 2021	A Section 38 submission to be made to cover the whole Red Hill site – this needs to be complete prior to construction of a new Class III cell.
			October - December 2021	Section 38 referral to harmonise ministerial statements across the whole site was submitted at the end of December.
			January - March 2022	Section 38 referral to harmonise ministerial statements across the whole site was submitted at the end of December, to which no response has been received.
			April - June 2022	Section 38 referral to harmonise ministerial statements across the whole site was submitted at the end of December, to which no response has been received. Tender documentation under preparation for the design of a new Class III cell, to go out early in the new financial year.
1.1.3.5	Amend licence requirements based on operational changes	●	July - September 2021	Section 38 ministerial submission to be made in early October for APCr treatment, which will make use of existing Class IV Cell; another Section 38 submission to be made to cover the whole Red Hill site – this needs to be complete prior to construction of a new Class IV cell
			October - December 2021	Work continued on the two Section 38 referrals (APCr and Harmonisation of Ministerial Statements); APCr was submitted in October with EMRC responding to a number of queries from DWER / EPA. Harmonisation referral was submitted in December.
			January - March 2022	It is understood that the Section 38 APCr is being progressed however DWER / EPA have to be chased to provide updates on progress. There has been no movement on the Section 38 Harmonisation referral as DWER / EPA is only considering on referral per organization at the moment.
			April - June 2022	Pat V (DWER) has requested a significant amount of additional information on the S38 APCr referral – this is being collated, however will take several weeks; the S38 harmonisation referral will not be looked at by DWER / EPA until the APCr referral is complete.
1.1.3.6	Construct FOGO processing area and purchase Plant	●	July - September 2021	The interim FOGO processing area is planned to be extended; a works approval to do this has been submitted.

Key Actions	Status	Quarter	Comments
		October - December 2021	DWER / EPA have asked a number of questions with regard to amending the works approval for the interim FOGO pad; still going through the approval process. RFT for FOGO Processing Facility is still live. Application for grant funding made to the Food Waste for Healthy Soils to be submitted early in the new year.
		January - March 2022	Approval to extend the interim FOGO pad was received on Monday 4 th April. Council approved that CEO can enter into negotiation with preferred tenderer for permanent FOGO facility (this isn't an award of contract).
		April - June 2022	Extension to the interim FOGO pad is 85% complete however inclement weather has prevented its completion. Negotiation is on-going with the preferred contractor for the permanent FOGO facility – the negotiation has been positive, with the contractor clearly intent in making the negotiation work.



Key Actions	Status	Quarter	Comments
1.1.3.7 Develop and construct Liquid Waste Processing area and purchase Plant	●	July - September 2021	No works have been carried out on this element during this quarter.
		October - December 2021	No works have been carried out on this element during this quarter.
		January - March 2022	Tender is being prepared for the detailed design of a liquid waste facility.
		April - June 2022	Tender is being prepared for the detailed design of a liquid waste facility; planned to be issued in the second quarter of 2022/23
1.1.3.8 Develop Lots 8, 9 & 10 for future waste activities	●	July - September 2021	Assessment of permanent FOGO process plant tender is ongoing; APCr submission to allow for processing plant to be made by mid-October.
		October - December 2021	Tender for FOGO permanent facility is still-going; application for Healthy Soils grant to be submitted early in the new year; APCr tender for concrete batching plant has been tendered but not awarded;
		January - March 2022	Tender for FOGO permanent facility is still on-going; APCr supply negotiations still on-going with Waste to Energy Plants.
		April - June 2022	Tender for FOGO permanent facility is still on-going; APCr supply negotiations still on-going with Waste to Energy Plants; power and internal road design planned for Q1 of 2022/23.
1.1.3.9 Develop PFAS processing and repository options	●	July - September 2021	No works have been carried out on this element during this quarter.
		October - December 2021	No works have been carried out on this element during this quarter.
		January - March 2022	No works have been carried out on this element during this quarter.
		April - June 2022	No works have been carried out on this action during this quarter.
1.1.3.10 Upgrade power supply to Workshop (No.2)	●	July - September 2021	Power supply upgrade to Workshop#2 has been included as part of tender for construction of Workshop#3.
		October - December 2021	Power supply was not awarded as part of the Workshop #3 tender due to excessively high cost of works; alternative arrangements are being investigated e.g. solar panels / battery

Key Actions		Status	Quarter	Comments
			January - March 2022	Investigation continues into alternative power supply arrangements; power arrangements for the whole of the Red Hill site to be considered collectively;
			April - June 2022	Power considerations for the whole site will be reviewed by consultant in early Q1 2022/23; tender for solar power supply to Workshop #3 also planned to go out to tender at the same time (Workshop #2 is included as part of this).
1.1.3.11	Construct workshop (No.3)		July - September 2021	Tender for construction for Workshop#3 has been issued, tenders will be returned in mid-October.
			October - December 2021	Tender awarded at November Ordinary Meeting of Council; works due to commence on site in early February will works planned for completion before the end of the financial year.
			January - March 2022	Work has progressed during the quarter; there have been some minor delays associated with the impact of COVID and material shortages.
			April - June 2022	Work has progressed reasonably well through the period, with practical completion anticipated in early August.
Responsible	Chief Projects Officer			

1.1.4 Red Hill Waste Management Facility Operations

Key Actions		Status	Quarter	Comments
1.1.4.1	Oversee and guide operations of all developed projects at the RHWMF in accordance with the Red Hill Development Plan		July - September 2021	All operating as per Red Hill Development Plan.
			October - December 2021	All operating as per Red Hill Development Plan.
			January - March 2022	All operating as per Red Hill Development Plan.
			April - June 2022	All operating as per Red Hill Development Plan.
1.1.4.2	Purchase replacement plant as per asset management plan		July - September 2021	Progressing as per the Red Hill Waste Management Facility 2021/2022 Plant Replacement Program.
			October - December 2021	Progressing as per the Red Hill Waste Management Facility 2021/2022 Plant Replacement Program.
			January - March 2022	Progressing as per the Red Hill Waste Management Facility 2021/2022 Plant Replacement Program.
			April - June 2022	Progressing as per the Red Hill Waste Management Facility 2021/2022 Plant Replacement Program.
1.1.4.3	Purchase/Replace vehicles Red Hill		July - September 2021	Vehicles currently being replaced in accordance with Fleet Policy.
			October - December 2021	Vehicles currently being replaced in accordance with Fleet Policy
			January - March 2022	Vehicles currently being replaced in accordance with Fleet Policy
			April - June 2022	Vehicles currently being replaced in accordance with Fleet Policy
Responsible	Chief Operating Officer			

1.1.5 Operate Member Council's Transfer Stations where applicable

Key Actions		Status	Quarter	Comments
1.1.5.1	Operate Shire of Mundaring Transfer Stations		July - September 2021	The EMRC continues to operating the Shire of Mundaring Community Recycling Centres ensuring an effective service for the Shire of Mundaring community. This includes the beverage container refund point at the Coppin Road facility, which concluded its first year of operation on 30 September.
			October - December 2021	The EMRC continues to operating the Shire of Mundaring Community Recycling Centres ensuring an effective service for the Shire of Mundaring community.
			January - March 2022	The EMRC continues to operating the Shire of Mundaring Community Recycling Centres ensuring an effective service for the Shire of Mundaring community.
			April - June 2022	The EMRC continues to operating the Shire of Mundaring Community Recycling Centres ensuring an effective service for the Shire of Mundaring community.
1.1.5.2	Operate City of Bayswater Transfer Station		July - September 2021	Maintenance of the site weighbridge is scheduled for October 2021 which will extend the life of the weighbridge deck by an estimated 2-3 years. Site running as per agreement. Construction for the new HHW facility is scheduled to commence in December 2021.
			October - December 2021	Trial Agreements for commercial waste supply to achieve greater economies of scale
			January - March 2022	Operating the Baywaste Station in accordance with the Agreement with the City of Bayswater.
			April - June 2022	Operating the Baywaste Station in accordance with the Agreement with the City of Bayswater.
Responsible	Chief Operating Officer			

1.2 To Improve Regional Waste Management

1.2.1 Collect, Manage and Dispose of Problematic Waste in the Region in a Sustainable Manner

Key Actions		Status	Quarter	Comments
1.2.1.1	Continue to deliver the Household Hazardous Waste Program	●	July - September 2021	Building approvals have been obtained for the construction of the HHW Shed at the Baywaste Transfer Station. Construction is to commence in November 2021. The Household Hazardous Waste Collection Program continued at the Red Hill Waste Management Facility with our collection by the WALGA Contractor completed with a total of 7.75 tonnes of HHW collected and 16.80 tonnes of Paint collected under the Federal Paintback Program for this period.

Key Actions		Status	Quarter	Comments
			October - December 2021	The Household Hazardous Waste Collection Program and Paintback Program continued at the Red Hill Waste Management Facility with our collection by the WALGA Contractor completed with a total of 20.95 tonnes of HHW collected and Paint collected under Program for this period.
			January - March 2022	The Household Hazardous Waste Collection Program and Paintback Program continued at the Red Hill Waste Management Facility with a total of 7.80 tonnes of HHW and Paint collected by the WALGA Contractor under Program for this period.
			April - June 2022	The Household Hazardous Waste Collection Program and Paintback Program continued at the Red Hill Waste Management Facility with a total of 12.85 tonnes of HHW and Paint collected by the WALGA Contractor under Program for this period.
Responsible	Chief Operating Officer			

1.2.2 Continue the Waste Education Program and align this to new Operations and Resource Recovery

Key Actions	Status	Quarter	Comments
1.2.2.1 Develop and distribute the Annual Waste and Recycling Guide to member Councils	●	July - September 2021	All member councils guides successfully distributed. A number of guides have been used as examples by DWER at the Waste and Recycling conference.
		October - December 2021	Project on track
		January - March 2022	Project on track
		April - June 2022	Project completed
1.2.2.2 Review and implement the Waste Education Strategy	●	July - September 2021	Work has commenced on the new draft EMRC Waste Education Strategy
		October - December 2021	Target sections 4.1; 4.2; and 4.3 and the associated actions in the new Sustainability Strategy will supersede the development of a standalone Waste Education Strategy.
		January - March 2022	This has now been superseded by the new Sustainability Strategy
		April - June 2022	Superseded by the new Sustainability Strategy
1.2.2.3 Develop and deliver waste education resources and tools to support behaviour change	●	July - September 2021	In progress is six additional CALD FOGO flyers, flyer developed to education on vermin and the FOGO bin.
		October - December 2021	The six CALD flyers are now ready for use. A new design for a recycling station is currently underway, incorporating the GREAT Sort graphics.
		January - March 2022	The new design recycling station is under construction three Member Councils are order the units
		April - June 2022	The new recycling station are almost finalised

Key Actions		Status	Quarter	Comments
1.2.2.4	Facilitate Earth Carer's training courses	●	July - September 2021	The Earth Carer's program content and structure was reviewed; the logo was updated and the new format will be delivered in October. The course will take place at Red Hill and Beechboro Active and there is a charge for 'out of region' participants of \$100.
			October - December 2021	The October Earth Cares was held from 13-27 October, with 18 attendees and 7 people completed all five sessions, thereby graduating.
			January - March 2022	On track for a course in October
			April - June 2022	On track for a course in October
1.2.2.5	Support and participate in the development and implementation of WA Waste initiatives	●	July - September 2021	Researching textile waste and ideas for a reduction program, FOGO in Schools
			October - December 2021	14 schools enrolled in FOGO in schools' trial to commence early 2022
			January - March 2022	Weight waste audits and a minimum of 4 visual volume audits conducted per school
			April - June 2022	Draft report completed and submitted to the Department of Education and Waste Sorted Schools for comment.
1.2.2.6	Promote and co-ordinate Waste Education Tours, including FOGO	●	July - September 2021	5 school tours (171 attendees), 5 community groups (118 attendees)
			October - December 2021	2 school tours (31 attendees), 3 community groups (57 attendees) and 2 Member Council Staff tour (27 attendees)
			January - March 2022	In person tours paused due to COVID. First Virtual Tour of Red Hill has 76 registered.
			April - June 2022	1 Red Hill community tour group (30 attendees) 1 x Virtual Recycling Facility Tour 4 May 2022 (12 attendees) 1 x Virtual Recycling Facility Tour 16 June 2022 (52 attendees)

Key Actions		Status	Quarter	Comments
1.2.2.7	Continue to deliver the Battery Collection Program	●	July - September 2021	A total of 4,928.1 kg of batteries were collected from schools and public places.
			October - December 2021	A total of 5,261.1 kg of batteries were collected from schools and public places.
			January - March 2022	A total of 3,874.4 kg of batteries were collected from schools and public places.
			April - June 2022	A total of 4,205.4 of batteries were collected from schools and public places.
1.2.2.8	Review and Report on Waste Plans for the EMRC and member Councils as requested	●	July - September 2021	All member Council and EMRC waste plans have been endorsed by DWER. The first annual report, which details the progress of actions outlined in the Part 2 Implementation plans, are due to be submitted to DWER by the end of October, 2022. In preparation for the report the EMRC has developed an Implementation plan tracker to ensure actions are completed in conjunction with their stated milestones



Key Actions		Status	Quarter	Comments
			October - December 2021	Ongoing review of Coolgardie waste plans
			January - March 2022	Received and actioned feedback from DWER on EMRC's Waste Plan actions and targets. Relevant EMRC officers assigned to Waste Plan actions in the implementation plan tracker, and have begun collating updates on actions and milestones.
			April - June 2022	Updated the implementation plan with recent updates from team members and submitted to DWER. Submitted feedback to DWER on the EMRC's revised waste plan implementation plan for reporting.
Responsible	Chief Sustainability Officer			

1.2.3 Provide a Waste Management Advisory Service

Key Actions		Status	Quarter	Comments
1.2.3.1	Undertake contaminated sites investigations (where required)		July - September 2021	No work has taken place on this action.
			October - December 2021	No work has taken place on this action.
			January - March 2022	The Environmental Team has undertaken a couple of contaminated (PFAS) sites for DFES.
			April - June 2022	The Environmental Team continues to provide services to DFES and their contaminated (PFAS) sites.
1.2.3.2	Provide environmental consultancy service to member Councils and other clients (where required)		July - September 2021	EMRC Waste Plans Officer continues to provide a consultancy service to the Shire of Coolgardie to assist them develop and produce a waste plan.
			October - December 2021	Consulting to the Shire of Coolgardie on remediation of the Kambalda landfill site continued. Assisted the City of Bayswater with their HHW facility Works Approval and License Amendment.
			January - March 2022	Consulting to the Shire of Coolgardie on remediation of the Kambalda landfill site continued. Assisted the City of Bayswater with their HHW facility Works Approval and License Amendment.
			April - June 2022	Consulting to the Shire of Coolgardie on remediation of their Kambalda landfill site continues. Test of material on site required to confirm remediation process is being arranged, this will then inform the cell design.
Responsible	Chief Projects Officer			

1.3 Resource Recovery and Recycling





1.3.1 To Provide Resource Recovery and Recycling Solutions in Partnership with Member Councils

Key Actions		Status	Quarter	Comments
1.3.1.1	Design and construct transfer station		July - September 2021	Tender for the construction of Waste Transfer Station was awarded at August Council meeting. The contractor has been busy with value engineering the design, working with the EMRCs design consultant to optimise the design and ordering of materials. Site works planned to commence in October.
			October - December 2021	Site works commenced in November. There are potential delays with the fabrication and supply of steel due to COVID however the contractor has not, as of the end of December, asked for an extension of time. The works are therefore still due for completion by the end of June 2022.
			January - March 2022	Site works were continuing well, until Saturday 2 nd April when there was a major incident on site. Fortunately no-one was hurt however the steel frame collapsed whilst being erected. Investigations into the root cause of the failure are being undertaken by the Contractor and the EMRC.
			April - June 2022	Several investigations have been carried out (some are still on-going). These have identified were improvements will be made; the contractor demolished the steel framework in June and has started civil works whilst waiting for new steel to arrive (ordered from UAE)
1.3.1.2	Prepare annual compliance report on Ministerial Conditions for the RRF		July - September 2021	This work is ongoing.
			October - December 2021	Complete.
			January - March 2022	Complete.
			April - June 2022	Complete.
Responsible	Chief Projects Officer			

1.3.2 Develop the Hazelmere Resource Recovery Park

Key Actions		Status	Quarter	Comments
1.3.2.1	Review and update Hazelmere Development Plan	●	July - September 2021	Work on the Wood Waste to Energy Plant commenced again in August, with a practical completion date of 31 st December, commissioning complete by 31 st March 2022; work on Waste Transfer Station is progressing well.
			October - December 2021	Work on the WWtE plant continued throughout the quarter, however slowed markedly through December, until late December when the main sub-contractor (Avora) to Anergy stopped working and left site. The contractor is in default as this constitutes an unapproved suspension of work. Various concrete pad works took place to improve and strengthen areas where heavy plant and machinery work.

Key Actions		Status	Quarter	Comments
			January - March 2022	No work took place on the WWtE plant during the quarter. The EMRC was notified on 14 th March that Anergy Australia had appointed a Voluntary Administrator. The EMRC is developing its own programme and cost to complete the project.
			April - June 2022	Some electrical works have taken place on the WWtE (under the direction and control of the EMRC); the EMRC has notified Anergy that it will be stepping in to complete the project; the EMRC is a secured creditor to Anergy and is seeking to achieve the best outcome in terms of repayments from Anergy of the amounts loaned to it; a second meeting of creditors took place on 29 June where a draft DOCA was approved by the secured and unsecured creditors. The VA has 15 business days to draft and execute a formal signed DOCA.
1.3.2.2	Construct and commission Community Reuse and Recycling Station and Plant and Equipment	●	July - September 2021	Detailed design is due to commence later in the financial year, with a consultant to be appointed.
			October - December 2021	This work is on hold.
			January - March 2022	The project is on hold.
			April - June 2022	The project is on hold.
1.3.2.3	Construct and commission Site/Administration Office	●	July - September 2021	This project is complete, Operations Team has moved into the building.
			October - December 2021	Complete.
			January - March 2022	This project is complete.
			April - June 2022	Complete.
1.3.2.4	Construct and commission site infrastructure	●	July - September 2021	There have been several small concreting projects undertaken in the quarter to improve access and lay down areas. The main difficulty has been in finding a contractor to do the work (16 contractors were contacted for one element, before we appointed one).
			October - December 2021	Works to improve lay down areas at various locations across Hazelmere took place; all were complete before the end of December.
			January - March 2022	A new boundary fence has been installed around half of the site boundary (DWER requirement).
			April - June 2022	Demolition of the steel framework for the Waste Transfer Station took place following lengthy consultation with the contractor on how they were going to do this safely; works restarted on the civil elements of the project while new steel is ordered and shipped to Australia;

Key Actions		Status	Quarter	Comments
1.3.2.5	Wood Waste to Energy (WWTE) and Plant, Equipment and Buildings		July - September 2021	Work recommenced in late August; mechanical practical completion is due by 31 st December with commissioning complete by 31 st March 2022. A new electrical contractor has been appointed (Avora), they are completing works satisfactorily.
			October - December 2021	WUC progressed >96% with focus on electrical installation. Anergy suspended works without approval on 21 st December 2021 advising resumption on 4 th January 2022.
			January - March 2022	No work took place in the quarter. The EMRC was advised on Monday 14 th March that Anergy Australia had appointed Voluntary Administrators. The EMRC has been to several meetings with the VA to assist in determining a course of action, as a secured creditor.
			April - June 2022	A second meeting of creditors took place on 29 June where a draft DOCA (Deed of Company Arrangement) put forward by the Voluntary Administrator (Pitcher Partners), was supported by the secured and unsecured creditors; the Administrator has 15 business days to draft a detailed DOCA and to get it executed. Electrical works have recommenced on site under the direction and control of the EMRC;
1.3.2.6	WWTE Utilities and Infrastructure		July - September 2021	Contact has been re-established with Perth Airport; approvals with Western Power are being checked as some may have lapsed;
			October - December 2021	PAPL HV Submission elapsed. Petro Min Engineers reviewed and prepared resubmission documents for PAPL to resubmit to Western Power. Awaiting approval of submission. 22kV feeder and Protection Fibre Optic cables tested in preparation for commissioning HV feed from PAPL.
			January - March 2022	Work on a sewer connection was stopped (prior to a contract being awarded) following the cancellation of an approval in principle by the Water Corporation. Alternative solutions are being investigated.
			April - June 2022	Discussion with a Talloman's has taken place with a possible favourable outcome being the EMRC should be able to discharge into their connection;
1.3.2.7	Construct Noise Control Fencing		July - September 2021	Quotes have been sought and work awarded however will not commence on site until January 2022.
			October - December 2021	Work will not commence on site until January 2022.
			January - March 2022	New noise control fencing was installed around half of the site. This part of the fencing is now complete, other sections will be completed soon.
			April - June 2022	All works budgeted for complete.
1.3.2.8	Prepare and submit WWTE Facility commissioning compliance Report to DWER		July - September 2021	Commissioning is planned to be complete by 31 st March 2022.
			October - December 2021	Commissioning is planned to be complete by 31 st March 2022.
			January - March 2022	Commissioning is now being planned by the EMRC; a date has still to be determined for this to take place, however is unlikely to be before the end of the calendar year.
			April - June 2022	Commissioning is planned to start before the end of the calendar year, however there are a number of factors outside the control of the EMRC which could impact upon this happening.
1.3.2.9			July - September 2021	Compliance assessment report was submitted against MS1028 (WWTE) in July 2021.






Key Actions		Status	Quarter	Comments
	Prepare and submit Ministerial Assessment (Annual) Report to the EPA	●	October - December 2021	Complete.
			January - March 2022	Complete.
			April - June 2022	Reporting is in preparation to be submitted in July 2022.
1.3.2.10	Monitor groundwater at the Hazelmere Resource Recovery Park (annual – Winter)	●	July - September 2021	Ground watering has been completed and report submitted.
			October - December 2021	Complete.
			January - March 2022	Complete.
			April - June 2022	Complete in April / May.
Responsible	Chief Projects Officer			

1.3.3 Hazelmere Resource Recovery Park (HRRP) Operations

Key Actions		Status	Quarter	Comments
1.3.3.1	Oversee and guide operations of all developed projects at the HRRP in accordance with the HRRP Development Plan		July - September 2021	Investigating the suitability of the C&I sorting line to process bulk verge collection for Member Councils.
			October - December 2021	Investigating Mattress recycling program for Member Councils growing mattress waste.
			January - March 2022	All developed projects are on track as per the HRRP development plan
			April - June 2022	All developed projects are on track as per the HRRP development plan
1.3.3.2	Purchase replacement plant as per asset management plan		July - September 2021	Request for Quote issued, submissions are being evaluated with an order to be awarded late October
			October - December 2021	Progressing as per the EMRC's asset management plan
			January - March 2022	Progressing as per the EMRC's asset management plan
			April - June 2022	Progressing as per the EMRC's asset management plan and budget approvals
Responsible	Chief Operating Officer			



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

Key Actions		Status	Quarter	Comments
1.3.4.1	Increase volume into EMRC resource recovery infrastructure	●	July - September 2021	Renew contracts with existing clients for woodwaste supply.
			October - December 2021	Investigating opportunities for collecting PVC pipes for third-party recycling.

Key Actions		Status	Quarter	Comments
			January - March 2022	Developing a cold-call plan to identify, qualify and acquire new companies disposing of wood waste in general waste bins.
			April - June 2022	Working on solutions for Bunnings, Westrac, Cleanaway and Suez
1.3.4.2	Implement the marketing strategy for Biochar (WWTE)		July - September 2021	Expression of Interest issued for offtake of EMRC Biochar Product
			October - December 2021	Discussion and clarifications are ongoing along with respondents. Additional analysis of biochar to meet requirements of European Biochar Guidelines progressing.
			January - March 2022	Initial design for packaging the biochar product under review.
			April - June 2022	Initial design for packaging the biochar product complete. Working with potential customers.
1.3.4.3	Investigate and develop markets for composted FOGO material		July - September 2021	Marketing trial with Composters currently in progress.
			October - December 2021	Discussions with Main Roads for the use of recycled FOGO material on road verges.
			January - March 2022	Discussions with composters to develop a product suitable for various plant types.
			April - June 2022	Undertaking trials with Mainroads
1.3.4.4	Investigate and develop markets for Ferricrete and PFAS		July - September 2021	Working with DFES on cost estimation for disposal of PFAS from various sites in WA.
			October - December 2021	Discussions with relevant internal stakeholders to implement a CRM for PFAS enquiries.
			January - March 2022	Discussions with Greater Connect Alliance team for the supply of quarry material from Red Hill.
			April - June 2022	Communication with Mainroads approved contractors and working on PFAS solutions for commercials
1.3.4.5	Develop and implement programs to increase sales of Red Hill by-products		July - September 2021	Multiple proposal submissions for the supply of quarry materials as well as waste disposal packages
			October - December 2021	Renew of commercial contracts for General Waste supply
			January - March 2022	Preparing for the Mulch AS4454-2012 Audit.
			April - June 2022	Multiple tenders completed as well as looking for continued value add solutions for existing arrangements
1.3.4.6	Develop and implement programs to increase sales of Hazelmere by-products		July - September 2021	Cold calling. New client acquisition: Fairglen Farms
			October - December 2021	Currently developing a call plan to ensure all existing customers are engaged.
			January - March 2022	Increasing client' share of wallet by facilitating additional services
			April - June 2022	Working with all commercial companies as well as Western Power to increase current arrangements
Responsible	Chief Operating Officer			

1.4 To Investigate Leading Edge Waste Management Practices

1.4.1 Undertake Research into Integrated Waste Management

Key Actions		Status	Quarter	Comments
1.4.1.1	Support opportunities for the implementation of the CDS (Container Deposit Scheme) in the region		July - September 2021	Continuing to operate the Mundaring CDS.
			October - December 2021	Continuing to operate the Mundaring CDS.
			January - March 2022	Continuing to operate the Mundaring CDS.
			April - June 2022	Continuing to operate the Mundaring CDS.
1.4.1.2	Evaluate the opportunity for a Plastics Processing Facility and the feasibility of plastics recycling		July - September 2021	Plastics sorting and recycling trial at Baywaste has been delayed due to COVID; the contractor is working on getting approvals for their technicians to enter WA to assemble the plant and equipment which is already at the Baywaste Facility.
			October - December 2021	Trial is still being delayed due to COVID restrictions on borders.
			January - March 2022	It is unlikely that this trial will now take place, due to on-going delays caused by COVID restrictions on border controls.
			April - June 2022	Trial unfortunately didn't take place, due to on-going delays caused by COVID restrictions on border controls. Plant and equipment that was delivered to the Bayswaste site for the trial will be removed.
1.4.1.3	Expand CRC network based on Mundaring model		July - September 2021	Work will commence on the design of a community recycling Centre at Hazelmere in Q4 of the financial year.
			October - December 2021	No change.
			January - March 2022	This project is on hold.
			April - June 2022	This project is on hold.
Responsible	Chief Projects Officer			

1.4.2 Provide Leadership in the development of Waste Policy and Practices

Key Actions		Status	Quarter	Comments
1.4.2.1	Provide input to new DWER policies and regulations affecting waste disposal, composting etc. (where required)	●	July - September 2021	<ol style="list-style-type: none"> 1. Involvement in the CDS refund improvement program with WARRRL focussed on LGAs and community. Launched September 2021 2. Feedback on DWER compost guidelines consultation paper 3. Ongoing participation on the DWER FOGO reference group. <ol style="list-style-type: none"> a. Step by step guide for FOGO implementation

Key Actions		Status	Quarter	Comments
				b. FOGO market development study c. Impacts and benefits of kerbside systems
			October - December 2021	Continued participation in the DWER FOGO Reference Group
			January - March 2022	The CEO is a member of the DWER FOGO Reference Group and attends meetings and provides input
			April - June 2022	The CEO is a member of the DWER FOGO Reference Group and attends meetings and provides input
Responsible	Chief Executive Officer			


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

Key Actions	Status	Quarter	Comments
1.4.3.1 Develop a monitoring regime for the Wood Waste to Energy Facility to meet regulatory requirements (Annual Reporting): ➤ Woodwaste feedstock monitoring ➤ Stack emissions monitoring ➤ Ambient monitoring	●	July - September 2021	This will be addressed as part of the commissioning works due in the third quarter of the financial year.
		October - December 2021	This will be addressed as part of the commissioning works due in the third quarter of the financial year.
		January - March 2022	This will be addressed when commissioning takes place – to be determined.
		April - June 2022	This will be addressed when commissioning takes place – to be determined. The WWtE Team is looking at compliance with a European Standard which if achieved opens a potential new market for biochar.
1.4.3.2 Investigate an EMRC regional waste collection service	●	July - September 2021	A submission will be made to the ACCC when signatures have been received from relevant member Councils. The submission process has taken longer than anticipated.
		October - December 2021	Final submission made in November 2021, clarifications with ACCC continuing.
		January - March 2022	A pre-decision conference was held by ACCC to hear final verbal submissions from interested parties on Friday 25 th March. The EMRC attended this and heard submissions from other parties. The ACCC extended a deadline for further written submissions to 21 st April, following which they will then make a determination.
		April - June 2022	The EMRC received confirmation on 27 May that it had been successful in its application to the ACCC to develop a regional waste collection service. The service can be introduced on 1 July 2023 and operate for a period of 10 years (to 30 June 2033).
1.4.3.3 Seek approval for FOGO and Liquid Waste Processing Plant (Red Hill)	●	July - September 2021	This is being addressed in the preparation and submission of a new Section 38 to EPA / DWER which will address these issues. A consultant has been appointed to undertake this task. Work will begin on this in the second quarter.
		October - December 2021	Section 38 referral application submitted in December 2021.
		January - March 2022	No further information has been received by the EMRC on the Section 38 Harmonisation referral, which addresses both the FOGO and Liquid Waste plants. DWER has advised that due to staff constraints, they are only dealing with one referral from one organization at a time – the EMRC already has a referral in for APCr which is being given priority.

Key Actions	Status	Quarter	Comments
		April - June 2022	EPA (Part IV) indicated they will not process the EMRC's S38 'Harmonisation' of ministerial statements across the Red Hill facility until they have finished processing the S38 APCR referral.
Responsible Chief Projects Officer			

1.5 To Contribute towards Improved Amenity, Conservation and Support of the Natural Environment to Address Climate Change

1.5.1 Merge Environmental Strategy High Level Actions into the new Sustainability Strategy

Key Actions		Status	Quarter	Comments
1.5.1.1	Review Environmental Strategy and develop a new Sustainability Strategy		July - September 2021	Any relevant/current actions from the current Regional Environmental Strategy will be incorporated into the new EMRC Sustainability Strategy Action Plan once developed
			October - December 2021	The Sustainability Strategy was presented to Council at its November 2021 meeting. Work is underway to incorporate all the relevant actions into a revised Corporate Business Plan and Strategic Plan for future reporting to Council.
			January - March 2022	The final draft of the EMRC's Sustainability Strategy is being presented to the Council Forum and OCM in May for adoption
			April - June 2022	The EMRC's draft Sustainability Strategy was put to key stakeholders for feedback, with some minor required changes noted. The final draft will be going to the August Forum and OCM for noting and that it will be out for 21 days consultation.
Responsible	Chief Sustainability Officer			

1.5.2 Implement the Water Quality and Conservation Program

Key Actions	Status	Quarter	Comments
1.5.2.1 Support regional implementation of water efficiency and water quality management	●	July - September 2021	<ul style="list-style-type: none"> ➤ Finalising new 5-year Waterwise Council Action Plans for the Town of Bassendean, City of Swan, Shire of Mundaring and Town of Victoria Park. ➤ Facilitated water team meetings for Town of Bassendean, City of Swan, Shire of Mundaring and Town of Victoria Park. ➤ Completed 2019-2020 annual water analysis report and snapshot for Town of Bassendean, City of Swan, Shire of Mundaring. ➤ Attended WA Water Industry Breakfast webinar 'Water's Role in WA's Energy transition to Net Carbon Zero'.
		October - December 2021	<ul style="list-style-type: none"> ➤ New 5-year Waterwise Council Action Plans for the Town of Bassendean, City of Swan, Shire of Mundaring and Town of Victoria Park finalised and submitted to the Water Corporation.


Key Actions		Status	Quarter	Comments
				<ul style="list-style-type: none">➤ Completion of Gold Waterwise Aquatic Centre accreditation for Shire of Mundaring Bilgoman Pool.➤ Revision of action reporting documents➤ Promotion of water wise initiatives on social media➤ Held water team meeting with Town of Victoria Park➤ Participated in WALGA webinar re Draft State Planning Policy 2.9 (Water)➤ Attended 2021 Waterwise Councils Forum
			January - March 2022	<ul style="list-style-type: none">➤ All MC's re-endorsed as Waterwise Councils with new 5-year Action Plans.➤ Held Water Team meetings for Town of Bassendean & Town of Victoria Park➤ Formulation of new Waterwise Plan reporting strategy for City of Swan➤ Social Media promotion of storm water projects for all Member councils➤ Attended Water Sensitive Urban Design training➤ Promotion of World Water Day with educational social media posts
			April - June 2022	<ul style="list-style-type: none">➤ Held water team meeting for the Town of Victoria Park, and updated the Waterwise Council Action Plan tracking sheet.➤ Attended the New Water Ways training session: Learnings from the Wharf Street Next Generation Community Park project➤ Hosted a 4-day Irrigation Australia training course at Ascot Place for member and other councils in the region (certification a requirement for Waterwise Council status).➤ Revision of Waterwise Council Action Plan tracking for the Town of Bassendean and Shire of Mundaring.➤ Attended Stormwater WA Hydropolis 2022 conference.➤ Assisted Town of Bassendean, Shire of Mundaring, City of Swan and Town of Victoria Park with completion of Waterwise Council requirements including development of Urban infill and development document.
Responsible	Chief Sustainability Officer			

1.5.3 Review and Implement the Swan and Helena Rivers Management Framework


Key Actions		Status	Quarter	Comments
1.5.3.1	Deliver actions and initiatives from the Swan and Helena Rivers Management Framework	●	July - September 2021	<ul style="list-style-type: none"> ➤ 'Flood Aware Be Prepared' campaign launched in all six participating council areas (City of Swan, City of Bayswater, Town of Bassendean, City of Belmont, Town of Victoria Park and City of South Perth). Promotions included bus shelter advertising, brochure delivery to high risk areas, and a regional video promoted on social media and stakeholder websites. ➤ The Swan and Helena River Study – Informing Flood Resilience was presented at the 2021 Floodplain Management Australian National Conference by consultants BMT. ➤ The City of Rockingham and the City of Perth requested access to the Swan and Helena River Flood study information, as well as a subdivision consultant and infrastructure consultant.

Key Actions		Status	Quarter	Comments
			October - December 2021	<div>➤ Flood Aware Be Prepared campaign concluded. Evaluation completed and sent to participating councils.</div> <div>➤ National Disaster Resilience Program (NDRP) funding acquittal for the Flood Aware campaign completed and sent for internal approvals.</div>
			January - March 2022	<div>➤ Awaiting acceptance of acquittal from NDRP (SEMC & DFES).</div>
			April - June 2022	<div>➤ NDRP funding acquittal waiting final sign off by SEMC and final payment.</div>
Responsible	Chief Sustainability Officer			

1.5.4 Identify and Implement Net Zero, Circular Economy and Environmental Sustainability Initiatives

Key Actions	Status	Quarter	Comments
1.5.4.1 Identify, develop and implement new regional environmental and sustainability opportunities		July - September 2021	<ul style="list-style-type: none"> ➤ Investigating opportunities for regional mapping projects such as bushfire load mapping and other environmental factors impacted by climate change.
		October - December 2021	<ul style="list-style-type: none"> ➤ Initial research into the WA Tree Festival, focused on significant, heritage and cultural trees in our Region. Festival happening in April 2022. ➤ Initial research into international framework of SDG reporting ➤ Coordinated and submitted an application for the Preparing Australian Communities Local Stream funding on behalf of the Shire of Mundaring, City of Swan and City of Kalamunda for a community bushfire awareness campaign. ➤ Attended the Sustainable Cities online conference. ➤ Assisted member councils to participate in WALGA's Energy Sustainability and Renewables Project, in particular the Power Purchase Agreement (bulk purchase of green power). And finalised the EMRC's participation in the PPA to purchase 100% renewable electricity from Dec 2022. ➤ Developing and finalising a suite of information sheets regarding net zero and climate change including the science, history, local and global targets and progress, and programs and initiatives.
		January - March 2022	<ul style="list-style-type: none"> ➤ Development of the Tree Quest for the WA Tree Festival, with a focus on significant, heritage and cultural trees in our Region. ➤ Research into carbon accounting and offsets ➤ Investigation and collation of available transport emission data for the region ➤ Researching Sustainable Development Goals (SDGs) international reporting frameworks ➤ Awaiting outcome of Preparing Australian Communities Local Stream funding for a community bushfire awareness campaign (Shire of Mundaring, City of Swan and City of Kalamunda). ➤ Desktop review completed of Shire of Mundaring's Local Climate Change Adaptation Plan.

Key Actions		Status	Quarter	Comments
			April - June 2022	<ul style="list-style-type: none"> ➤ Preparing Australian Communities Local Stream funding not successful. Feedback passed onto councils. ➤ Researched and procured a range of new educational activities for the Red Hill Environmental Education Centre which includes water efficiency, energy conservation, emission reduction and the Sustainable Development Goals. ➤ Researched and developed the reporting framework for new initiative; Sustainable Development Goals Annual Report. ➤ Researched carbon offset accounting opportunities for Red Hill and engaged Carbon Accounting Consultants - Carbon Positive Australia
1.5.4.2	Implement regional energy efficiency, emissions reduction and climate change initiatives (including ACER)	●	July - September 2021	<ul style="list-style-type: none"> ➤ ACER - Analyse data and prepare Annual reports for Shire of Mundaring and Town of Bassendean. ➤ Liaise with data management service Azility to rectify data discrepancies. ➤ Completed training for Azility platform. ➤ Commenced review of Home Energy Audit Tool (HEAT) Kits. ➤ Attended Home Energy Efficiency workshop. ➤ Finalising the Benchmarking Building Efficiency (BBE) project regional report. ➤ Clean Energy Future Fund (CEFF) – application submitted in April 2021, awaiting outcome. ➤ Regional energy efficiency projects for Shire of Mundaring, City of Bayswater and Town of Bassendean. ➤ Actively participating in WALGA's Climate Change Collaborative and the Carbon Accounting Committee. ➤ Attending Energy Policy WA webinars (e.g. Energy Transformation Strategy, Whole of System Plan data dashboard, Electric Vehicle Action Plan). ➤ Attended DWER Climate Science Initiative webinar. ➤ Attended WALGA Climate Change Risk Assessment Training. ➤ Attending Energy Efficiency Council webinars.
			October - December 2021	<ul style="list-style-type: none"> ➤ Clean Energy Future Fund (CEFF) – application submitted in April 2021, outcome unsuccessful. ➤ Benchmarking Building Efficiency (BBE) project regional report finalised and sent to participating councils ➤ Provided assistance with carbon accounting and data collection for Town of Bassendean Corporate Emissions Reduction Strategy. ➤ Revision of ACER data analysis report with updated data ➤ Azility Data management system training ➤ Held Energy Team meeting with Shire of Mundaring ➤ Actively participating in WALGA's Climate Change Collaborative and the Carbon Accounting Committee. ➤ Attended DWER Climate Science Initiative update webinar. ➤ Participated in Cities Power Partnership webinar: Collaborative opportunities for local governments.
			January - March 2022	<ul style="list-style-type: none"> ➤ Provided assistance with carbon accounting and data collection for Town of Bassendean's draft Corporate Emissions Reduction Strategy.

Key Actions		Status	Quarter	Comments
				<ul style="list-style-type: none">➤ Held Energy Team meetings for the Shire of Mundaring and Town of Bassendean➤ Review of draft business case for accelerating emission reduction (Shire of Mundaring)➤ Attended and provided a brief presentation at the March Energy and Emissions Working Group meeting.➤ Investigation of contestable sites for Shire of Mundaring➤ Creation of factsheets: Utility Submetering, Carbon Credits, and Green Urban Infill and Development➤ Review of Home Energy Assessment Toolkit's
			April - June 2022	<ul style="list-style-type: none">➤ Provided assistance with the Town of Bassendean's Emission Reduction Strategy.➤ Completed investigation of Depot interval data for the Shire of Mundaring.➤ Attended QPR for the Shire of Mundaring.➤ Compiled an Energy Resource summary for emissions forecasting➤ Advised on solar bore suitability
1.5.4.3	Develop and host Circular Economy forums, and information sessions		July - September 2021	<ul style="list-style-type: none">➤ Information sessions on the Circular Economy have been held with students from Curtin University; members of the National Environment Legal Association and Austrade➤ Research and planning a series of Circular Economy webinars for local industry, business and government. E.g. Thinking Circular for Business, Circularity in procurement and waste.
			October - December 2021	<ul style="list-style-type: none">➤ Developed and held two online webinars for local business and industry groups – 'Thinking Circular for Business' and 'Thinking Circular for Procurement and Waste'. Approximately 20 attendees at each, free for businesses in the Region.➤ Initial meetings and research to plan Circular Economy Webinars Roadmap 2022 – educational program for the Region - Total of 9 webinars happening from February to November 2022.
			January - March 2022	<ul style="list-style-type: none">➤ Launched Circular Economy Webinar Roadmap 2022 – educational program for the Region.➤ Developed and held the first two online webinars of the series – "What is a Circular Economy? Case Study - Oranje Tractor" and 'How to Accelerate Circularity in Local Governments'. Approximately 50 attendees.
			April - June 2022	<ul style="list-style-type: none">➤ Developed and held three online webinars of the series – 'Plastic Ban Best Practices and Circular Economy', 'Re-thinking Textiles to Embrace Circularity', 'Circular Economy Helping To Reduce Biodiversity Loss'. Approximately 50 attendees.
Responsible	Chief Sustainability Officer			


Key Result Area 2 Economic Development

Objective

2.1 To Facilitate and Advocate for Increased Investment in Regional Infrastructure

2.1.1 Review and Implement the Regional Integrated Transport Initiatives

Key Actions		Status	Quarter	Comments
2.1.1.1	Review the RITS and develop a new Sustainability Strategy	●	July - September 2021	➤ Any outstanding/relevant actions in the RITS will be incorporated into the new Sustainability Strategy Actions
			October - December 2021	➤ Incorporated transport initiatives into the new sustainability strategy
			January - March 2022	➤ No further action this quarter
			April - June 2022	➤ Superseded by Sustainability Strategy.
2.1.1.2	Implement actions and initiatives to meet regional integrated transport priorities	●	July - September 2021	<ul style="list-style-type: none"> ➤ Planning and development of activities for Bike Month 2021 program ➤ Formation of the Regional Light Rail group in collaboration with City of Bayswater ➤ Progressing RFQs for detailed design and installation of EV charging station at Ascot Place ➤ Held combined Regional Integrated Transport and Economic Development meeting including presentations; WA Infrastructure Strategy (Nicole Lockwood, Infrastructure WA), and new WA Transport Modelling (Main Roads, and SMEC consulting).
			October - December 2021	<ul style="list-style-type: none"> ➤ Hosted initiatives in line with the Your Move Program to encourage walking, cycling and other modes to transport to reduce environmental impact. Three stories were submitted online to the Your Move platform. ➤ Encouraged Ride2Work Day as a part of the national campaign and our commitment to Your Move. ➤ Conducted research into electric charging stations; developing a business case. ➤ Submitted an EOI for Hydrogen Fueled Transport grant in partnership with WATCH2 and TAFE Northern Metropolitan. ➤ Organised a Redcliffe station tour (Airport Line) substituting the December RITS IAG meeting ➤ Submitted project ideas for WALGA's LG Transport and Roads Research and Innovation Program. ➤ Research into reduction of transport emissions in the Region.
			January - March 2022	<ul style="list-style-type: none"> ➤ Completed the Business Case for electric charging station. ➤ Participated in the Kep Track forum for Perth Adelaide National Highway with representation from various stakeholders. ➤ Received an outcome for the EOI for Hydrogen Fuelled Transport grant in partnership with WATCH2 and TAFE Northern Metropolitan - was unsuccessful ➤ Held combined Regional Integrated Transport and Economic Development meeting including presentations with EMRC's role in WA's sustainable transport infrastructure by Marcus Geisler and Fisherman's Bend – Project Case Study by Joan Ko.

Key Actions		Status	Quarter	Comments
				<ul style="list-style-type: none">➤ Attended first ever WALGA LG Transport and Roads Research and Innovation Program.➤ Investigation and collation of available transport emission data for the region
			April - June 2022	<ul style="list-style-type: none">➤ Participated in the second Kep Track forum for Perth Adelaide National Highway with representation from various stakeholders.➤ Submitted an EOI through WALGA's combined grant application for ARENA's Future Fuels for increasing the uptake of battery operate electric vehicles➤ Held combined Regional Integrated Transport and Economic Development meeting including presentations by Doug Pearson from City of Bayswater and Cameron McKenzie and Amitoj Singh of Aspire Group.➤ Finalised the new Terms of Reference for the combined STEG (Sustainable Transport and Economic Group)➤ Attended the WSP organised Perth Roundtable Discussion for The Journey to Zero Emission Buses with stakeholders including Public Transport Authority, Perth Airport and Department of Transport.➤ EMRC hosted a presentation by Hyzon Motors for member Councils and extended councils about increasing the uptake of hydrogen powered heavy vehicles.➤ Completed the wrap up of the Regional Integrated Transport Strategy 2017 – 2021➤ Investigation and collation of available transport emission data for the region
2.1.1.3	Deliver actions and initiatives from the Regional Congestion Management Action Plan		July - September 2021	<ul style="list-style-type: none">➤ Collaboration with the City of Canning for the Unified Digital Commercial Movements Platform for reducing congestion from freight movement on our roads.➤ Travel behaviour change initiatives for mode shift to public transport and cycling by advocacy.
			October - December 2021	<ul style="list-style-type: none">➤ No updates as per the new Sustainability Strategy
			January - March 2022	<ul style="list-style-type: none">➤ No further updates this quarter
			April - June 2022	<ul style="list-style-type: none">➤ Superseded by the Sustainability Strategy
Responsible	Chief Sustainability Officer			

2.2 To Facilitate and Advocate for Regional Economic Development Activities

2.2.1 Review and Implement the Regional Economic Development Initiatives

Key Actions		Status	Quarter	Comments
2.2.1.1	Review the Economic Development Strategy and develop a new Sustainability Strategy	●	July - September 2021	➤ Work has commenced on the new draft EMRC Sustainability Strategy which will include actions associated with Economic Development
			October - December 2021	➤ Initial review of the information from the Draft Sustainability Strategy associated with impacts from the Economic Development Strategy.
			January - March 2022	➤ Economic and circular economy principles incorporated into the Sustainability Strategy
			April - June 2022	➤ Revision and summary of the Regional Economic Development Strategy 2017 – 2021 ➤ Superseded by the Sustainability Strategy
2.2.1.2	Identify, research and promote new economic development, Net Zero and Circular Economy initiatives	●	July - September 2021	➤ Two local business and industry webinars have been planned for October and November 2021 ➤ Research into a series of nine webinars/forums has commenced.
			October - December 2021	➤ Developed and held two online webinars for local business and industry groups – ‘Thinking Circular for Business’ and ‘Thinking Circular for Procurement and Waste’. Approximately 20 attendees at each, free for businesses in the Region. ➤ Initial meetings and research to plan Circular Economy Webinars Roadmap 2022 – educational program for the Region - Total of 9 webinars happening from February to November 2022.
			January - March 2022	➤ Launched Circular Economy Webinars Roadmap 2022 – educational program for the Region. ➤ Developed and held the first two online webinars of the CE Webinars Roadmap series – ‘What is a Circular Economy? Case Study - Oranje Tractor’ and ‘How to Accelerate Circularity in Local Governments’. Approximately 50 attendees.
			April - June 2022	➤ Developed and held three online webinars of the CE Webinars Roadmap series – ‘Plastic Ban Best Practices and Circular Economy’, ‘Re-thinking Textiles to Embrace Circularity’ and ‘Circular Economy Helping To Reduce Biodiversity Loss’. Approximately 50 attendees. ➤ Held combined Regional Integrated Transport and Economic Development meeting including presentations by Doug Pearson from City of Bayswater and Cameron McKenzie and Amitoj Singh of Aspire Group ➤ Worked collaboratively to join the RITS and EDOG meetings, to collectively represent transport and economic initiatives. Finalised the new Terms of Reference for the combined STEG (Sustainable Transport and Economic Group)
2.2.1.3	Develop annual economic development action plans linked to the Sustainability Strategy	●	July - September 2021	➤ Planning future economic development actions to be embedded into a Sustainability Strategy Action Plan has commenced
			October - December 2021	➤ Planning future economic development actions reviewed and discussed through initial development of the Draft Sustainability Strategy Action Plan.
			January - March 2022	➤ No further updates this quarter

Key Actions		Status	Quarter	Comments
2.2.1.4	Identify and support opportunities to enhance business and investment initiatives	●	April - June 2022	➤ Superseded by the Sustainability Strategy
			July - September 2021	➤ Produced 2021 economic report cards for our economic development members and for the EMRC Region. ➤ Planning for future 2022 webinars and forums for local business and industry groups.
			October - December 2021	➤ Development of a series of webinars for 2022 for local groups within the Region, first webinar starting on Circular Economy in February. ➤ Attended webinar AI for Local Government, linking with the sustainable development goals and reporting for future Council initiatives. ➤ Shared event details with member Council EDOG group and attended webinar 'Creating Employment equality post pandemic' by SGS Economics.
			January - March 2022	➤ Held combined Regional Integrated Transport and Economic Development meeting including Fisherman's Bend Project Case Study presentation by Joan Ko.
			April - June 2022	➤ Ongoing research and investigation into the Aspire Platform. Attended Aspire webinars and organised catch ups between Aspire and other Councils/Stakeholders.
Responsible Chief Sustainability Officer				

2.3 To Facilitate Regional Cultural and Recreational Activities

2.3.1 Continue the Coordination, Marketing and Promotion of Regional Events

Key Actions		Status	Quarter	Comments
2.3.1.1	Coordinate, market and promote regional events	●	July - September 2021	➤ Marketed a 10-week campaign for the 2021 Avon Descent Family Fun Day events. ➤ Hosted a debrief meeting for the 2021 Avon Descent Family Fun Day events with actions for the acquittal process and new grant application for 2022. ➤ Development of a regional youth networking opportunity. ➤ Researching the opportunity to collaborate with member Councils for a 2022 Regional Tree Festival
			October - December 2021	➤ Held Regional Youth Officer group and YAC networking opportunity, with over 40 attendees on the day. ➤ Gathered data, budgets, reports required for the Avon Descent 2021 acquittal, the acquittal was submitted to Lotterywest late November. ➤ Information requested to Councils for the Avon Descent 2022 Lotterywest grant application, grant application submitted to Lotterywest mid-December ➤ Initial research into the WA Tree Festival, focused on significant, heritage and cultural trees in our Region. Festival happening in April 2022. ➤ Maintain social media presence to promote Sustainability - key regional programs

Key Actions		Status	Quarter	Comments
			January - March 2022	<ul style="list-style-type: none">➤ Planning for Avon Descent 2022 (budgets, marketing plan, stakeholder management) in anticipation of Lotterywest grant.➤ Development of the Tree Quest for the WA Tree Festival, with a focus on significant, heritage and cultural trees in our Region.
			April - June 2022	<ul style="list-style-type: none">➤ Received the outcome of the Avon Descent Family Fun Days grant, with \$153,000 in grant funding approved.➤ Completed and actioned the Marketing Plan for the Avon Descent Family Fun Days, booking marketing initiatives.➤ Completed the Avon Descent Family Fun Day Social media campaign. Social media packages were disseminated to all participating councils.➤ Held Regional Youth Officer Group meeting, networking opportunity, with discussion surrounding end of year YAC event.
Responsible	Chief Sustainability Officer			

Key Result Area 3 Good Governance

Objective

3.1 To Provide Advice and Advocacy on Issues Affecting Perth's Eastern Region




3.1.1 Review and implement Regional Advocacy Initiatives




Key Actions		Status	Quarter	Comments
3.1.1.1	Review Regional Advocacy Strategy and develop new Sustainability Strategy	●	July - September 2021	<ul style="list-style-type: none"> ➤ Work has commenced on the new draft EMRC Sustainability Strategy which will include actions associated with Regional Advocacy
			October - December 2021	<ul style="list-style-type: none"> ➤ The EMRC Sustainability Strategy was completed and presented to Council at its November 2021 meeting. The actions identified in the Sustainability Strategy will form part of the revised draft Strategic Plan and Corporate Business Plan actions.
			January - March 2022	<ul style="list-style-type: none"> ➤ Advocacy is incorporated into the Sustainability Strategy
			April - June 2022	<ul style="list-style-type: none"> ➤ Advocacy continues on an 'as needs' basis
3.1.1.2	Identify and promote regional advocacy priorities	●	July - September 2021	<ul style="list-style-type: none"> ➤ Two identified regional priorities include FOGO contamination and the Your Move program for the Airport Line

Key Actions		Status	Quarter	Comments
			October - December 2021	➤ Advocacy continues through representation on the Main Roads WA Eastlink Sustainability Action Group
			January - March 2022	➤ In accordance with regional advocacy
			April - June 2022	➤ Advocacy has continued around FOGO material and its use in major infrastructure projects
Responsible	Chief Sustainability Officer			

3.2 To Manage Partnerships and Relationships with Stakeholders

3.2.1 Continue to Foster and Enhance Relationships with member Councils and All Key Stakeholders

Key Actions		Status	Quarter	Comments
3.2.1.1	Implement the deliverables in the EMRC Reconciliation Action Plan (RAP)		July - September 2021	<ul style="list-style-type: none">➤ Finalised the EMRC Respect RAP➤ Reviewed the initial design for the Innovate RAP➤ Attended WALGA's Aboriginal Forum – Doyntj Come Together – Reconciliation action planning.
			October - December 2021	<ul style="list-style-type: none">➤ Met with Reconciliation Australia to liaise on the actions and deliverables for the new Innovate RAP.➤ Recommendation of reconfiguration on the RAP Working Party from RA, this was accepted by Council in the December meeting.
			January - March 2022	<ul style="list-style-type: none">➤ Reconfiguration of the RAP to become an EMRC internal document, driven by staff.
			April - June 2022	<ul style="list-style-type: none">➤ Culutral awareness sessions were organized to coincide with National Reconciliation Week and NAIDOC Week.
3.2.1.2	Develop Innovate RAP		July - September 2021	<ul style="list-style-type: none">➤ Submitted first draft of the Innovate RAP➤ Received first round of feedback from RA➤ Submitted second draft of the Innovate RAP
			October - December 2021	<ul style="list-style-type: none">➤ Innovate RAP sent to Reconciliation Australia with changes re: RAPWP for official endorsement.
			January - March 2022	<ul style="list-style-type: none">➤ Modifications being made to move from external RAP to EMRC internal RAP
			April - June 2022	<ul style="list-style-type: none">➤ No further progression on obtaining an internal team to represent the RAP. Ongoing discussions surrounding next steps.
3.2.1.3	Develop Stretch RAP		July - September 2021	<ul style="list-style-type: none">➤ Stretch RAP will not commence until Innovate RAP is complete in 2023
			October - December 2021	<ul style="list-style-type: none">➤ Stretch RAP will not commence until Innovate RAP is complete in 2023
			January - March 2022	<ul style="list-style-type: none">➤ Stretch RAP will not commence until Innovate RAP is complete in 2023
			April - June 2022	<ul style="list-style-type: none">➤ Stretch RAP will not commence until Innovate RAP is complete in 2023
Responsible	Chief Sustainability Officer			

Key Actions		Status	Quarter	Comments
3.2.1.4	Implement biennial Stakeholder Perception Survey		July - September 2021	➤ Survey conducted 10-25 August with a 41% return rate; results presented to ELT on 22 August and to Council on 23 September. A copy of the survey was made available online.
			October - December 2021	➤ Analysis of results from 2021 Stakeholder Perception Survey in progress.
			January - March 2022	➤ Decision pending on a 2022 Stakeholder Perception Survey
			April - June 2022	➤ A date for the next Stakeholder Perception Survey is yet to be determined
3.2.1.5	Co-ordinate EMRC's Community Grants Program		July - September 2021	➤ Eight applications were received for grants from the \$15,000 2020/2022 program vs six in 2020/2021. Applications are currently being assessed for eligibility under the Program's requirements.
			October - December 2021	➤ Seven applications from community groups in the vicinity of RHWMF were successful in their grant applications. A cheque presentation ceremony was held at Red Hill on 30 November for the distribution of \$15,000 in grants, attended by the Chairman and CEO. A media release and social media posts were published simultaneously.
			January - March 2022	➤ Continuing to encourage successful applicants to create further social media posts on the progress of various projects
			April - June 2022	➤ Followed up outstanding grant completion reports from the 2021-22 round. ➤ Planned and implemented marketing and promotions for the 2022-23 Community Grants Program.
3.2.1.6	Produce EMRC's Annual Report		July - September 2021	➤ Concept design selected by CEO, text and photography being assembled. On schedule for adoption at Council meeting 25 November 2021.
			October - December 2021	➤ The EMRC 2020/2021 Annual Report was adopted by Council on 25 November 2021 and distributed to stakeholders via a downloadable pdf on the EMRC corporate website. In line with sustainability principles, no hard copies were printed this year.
			January - March 2022	➤ 100 hard copies ordered and distributed to selected stakeholders
			April - June 2022	➤ Concept design for 2021/2022 selected by CEO, text and photography being assembled.
Responsible	Chief Executive Officer			

3.2.2 Review and implement the Marketing and Communications Plan

Key Actions		Status	Quarter	Comments
3.2.2.1	Implement priority initiatives (refer Marketing and Communications Plan)	●	July - September 2021	<ul style="list-style-type: none"> ➤ Six media releases issued including support for Avon Descent Family Fun Days and Flood Aware Be Prepared community awareness campaign. ➤ 88 Facebook posts and 18 LinkedIn updates were posted (Q1 2020: 51, 12) in support of EMRC activities and EMRC-supported stakeholder initiatives

Key Actions		Status	Quarter	Comments
				<ul style="list-style-type: none">➤ The four EMRC external websites and the Council Portal were updated to reflect the changed member Council profile from 1 July 2021➤ Four corporate banners bearing the EMRC's new corporate design were delivered.➤ The July/August 2021 E-Newsletter was compiled and distributed via pdf and e-book link on 26 July 2021.
			October - December 2021	<ul style="list-style-type: none">➤ Five media releases were issued including the award of a \$20,000 WasteSorted grant, the WALGA renewable energy agreement, two announcing the release of The EMRC Circular and one announcing the results of the 2021 Community Grants Program.➤ 81 Facebook posts and 34 LinkedIn updates were posted in support of EMRC activities and EMRC-supported stakeholder initiatives.➤ The three externally-facing and the corporate websites continued to be monitored and maintained for updates and reviews of published material.➤ Contents of the 2021 Councillor Induction Pack were coordinated.➤ Introductory presentations were created for newly-elected Councillors.➤ Seven public notices were prepared and published in the West Australian and displayed in member Council libraries in line with statutory requirements.
			January - March 2022	<ul style="list-style-type: none">➤ One media release issued promoting the launch of the Circular Economy Webinar Roadmap 2022➤ 89 Facebook posts and 28 LinkedIn updates were posted in support of EMRC activities and EMRC-supported stakeholder initiatives.➤ The three externally-facing and the corporate websites continued to be monitored and maintained for updates and reviews of published material.➤ Three public notices were prepared and published in the West Australian and displayed in member Council libraries in line with statutory requirements.
			April - June 2022	<ul style="list-style-type: none">➤ Two media releases were issued one promoting EMRC and Woodside's innovative carbon re-use pilot project and one related to the Avon Descent Family Fund Days event➤ 108 Facebook posts and 41 LinkedIn updates were posted in support of EMRC activities and EMRC-supported stakeholder initiatives.➤ The three externally-facing and orate websites continued to be monitored and maintained for updates and reviews of published material.➤ Three public notices were prepared and published in the West Australian and displayed in member Council libraries in line with statutory requirements.➤ One public notice was prepared and published in the Midland & Kalamunda ECHO for the EMRC Community Grants and displayed in member Council libraries in line with statutory requirements.
Responsible	Chief Executive Officer / Chief Financial Officer			

3.3 To Provide Responsible and Accountable Governance and Management of the EMRC

3.3.1 Continue to Improve Organisational Governance

Key Actions		Status	Quarter	Comments
3.3.1.1	➤ Implement the Recordkeeping Plan	●	July - September 2021	<ul style="list-style-type: none"> ➤ Forty bound Volumes of Council Minutes Books that existed only as paper records were sent to Compu-Stor for scanning to OCR (Optical Character Recognition) format. The scanned books have been returned and the electronic files are progressively being checked and registered in the Records system. ➤ Commenced disposal of COVID Registers as per the new Protection of Information (Entry Registration Information Relating to COVID-19 and Other Infectious Diseases) Act 2021 and added the procedure to the Records Manual. ➤ The EMRC Information Statement was updated and posted on the EMRC website.
			October - December 2021	<ul style="list-style-type: none"> ➤ Commenced Records Disposal Program for 2021/2022 period. Program involves reviewing retention status of corporate records in EMRC custody, seeking approval for destruction of individual consignments of records by relevant manager, Chief Officer and the CEO and then destruction of records by third party provider, Compu-Stor. ➤ Continued disposal of COVID Registers as per the Protection of Information (Entry Registration Information Relating to COVID-19 and Other Infectious Diseases) Act 2021. ➤ Developing and updating of Records Management and Content Manager related training document materials. ➤ Continued developing and updating of EMRC Council Meetings Confidential Items Register.
			January - March 2022	<ul style="list-style-type: none"> ➤ Continued Records Disposal Program for 2021/2022. ➤ Continued disposal of COVID Registers as per the Protection of Information (Entry Registration Information Relating to COVID-19 and Other Infectious Diseases) Act 2021. ➤ Continued developing and updating Records Management and Content Manager training material. ➤ Updated the EMRC Council Meetings Confidential Items Register.
			April - June 2022	<ul style="list-style-type: none"> ➤ Continued Records Disposal Program for 2021/2022. ➤ Continued disposal of COVID Registers. ➤ Developed and updated Records Management and Content Manager training material. ➤ Continued updating of the EMRC Council Meetings Confidential Items Register. ➤ Participated in and provided materials for Internal Auditor for EMRC Records Management Internal Audit 2022.
3.3.1.2	Review and update Council Policies	●	July - September 2021	EMRC Council Member Complaints Procedures adopted by Council on 26/08/2021 Review of Council Policy 3.3 – Management of Investments Policy adopted by Council on 23/09/2021 Review of Council Policy 1.4 – Travelling Costs Incurred by Council Members Policy adopted by Council on 23/09/2021
			October - December 2021	Council Policy 2.1 – Committees of Council, reviewed and adopted in November 2021

Key Actions		Status	Quarter	Comments
			January - March 2022	Council Policy 2.3 – Councillor Training & Continuous Professional Development Policy was adopted by Council on 24 February 2022
			April - June 2022	Council Policy 1.12 – Personal Protective Equipment (PPE) Costs Incurred by Council Members was adopted by Council on 23 June 2022 Review of Council Policy 1.5 – Meeting Agenda/Minutes – Confidential Items Policy adopted by Council on 23/06/2022 Review of Council Policy 1.7 – Legal Representation Costs Indemnification adopted by Council on 23/06/2022 Review of Council Policy 3.6 – Asset Management Policy adopted by Council on 23/06/2022 Review of Council Policy 3.7 – Related Party Transaction and Disclosure Policy adopted by Council on 23/06/2022 Review of Council Policy 6.2 – Reimbursement of Expenses for Conferences, Seminars and other Events adopted by Council on 23/06/2022
3.3.1.3	Co-ordinate Council and Committee Elections	●	July - September 2021	No Council or Committee elections during this quarter. Local Government elections in October 2021 will result in activity at the upcoming 4 November 2021 Special Meeting of Council.
			October - December 2021	Council and Committee elections and swearing in of Councillors occurred on 4 November 2021
			January - March 2022	No Council or Committee elections during this quarter.
			April - June 2022	No Council or Committee elections during this quarter.
3.3.1.4	Review and update Management Guidelines as required	●	July - September 2021	Ongoing. Various operational management guidelines were reviewed and adopted including: Smoking in the Workplace, Purchasing - OHS Considerations and Confidential Mail.
			October - December 2021	The following management guidelines were reviewed and updated: 1. Overtime/Time in Lieu 2. Parental Leave 3. Recruitment & Selection 4. Requesting Flexible Working Arrangements 5. Authorisation of Expenditure
			January - March 2022	The following management guidelines were reviewed and endorsed by ELT: 1. Personal, Carers, Compassionate and Pandemic Leave 2. Social Media
			April - June 2022	The following management guidelines were reviewed and endorsed by ELT: 1. Cheque Signatories and Online (EFT) Supplier Payment. 2. Credit Control and Debt Management 3. Corporate Credit Card

Key Actions	Status	Quarter	Comments
			4. Foreign Exchange Transaction Exposure 5. Investments 6. New Suppliers Background Checks 7. Petty Cash and Cash Advances 8. Use of EFTPOS and Online Payment Systems 9. Mobile Phone Usage 10. Advertising 11. Marketing Collateral 12. Media Relations 13. Critical Working Furloughing 14. Nationally Coordinated Criminal History Checks 15. Personal, Carers, Compassionate and Pandemic Leave 16. Social Media
Responsible Chief Financial Officer			

3.3.2 Review and Implement EMRC's Integrated Planning Framework


Key Actions	Status	Quarter	Comments
3.3.2.1 Undertake a major review of the 10 Year Strategic Plan	●	July - September 2021	This is being planned for the first half of 2021/2022 once the EMRC Sustainability Strategy has been prepared and presented to Council
		October - December 2021	This is planned for the first half of 2022 with a draft of the reviewed plan presented to the March 2022 Council Forum for discussion.
		January - March 2022	The major review of the 10 year Strategic Plan is underway and will be presented to Council in the coming months
		April - June 2022	Major review of the 10 year Strategic Plan is nearing completion including alignment with the Sustainability Strategy. It is planned to be presented to council at the August forum.
3.3.2.2 Review the Corporate Business Plan	●	July - September 2021	The Corporate Business Plan for 2021/2022 was endorsed by Council in June 2021 and will form the basis for reporting against action throughout the year
		October - December 2021	This is planned for the first half of 2022 with a draft of the reviewed plan presented to the March 2022 Council Forum for discussion.

Key Actions		Status	Quarter	Comments
			January - March 2022	The Corporate Business Plan will be presented to the June Audit Committee meeting and thereafter to Council
			April - June 2022	The Corporate Business Plan was presented to the Audit Committee meeting, 2 June 2022, and adopted.
Responsible	Chief Executive Officer			

3.3.3 Review and Implement a Risk Management Plan

Key Actions		Status	Quarter	Comments
3.3.3.1	Review, update and implement the Risk Management Plan		July - September 2021	Following the adoption of the Council Policy and framework, a new Risk Management Software was installed and utilised. Review and managing of the risk treatments are progressing with an update provided to the Audit Committee at its October 2021 meeting.
			October - December 2021	Review and managing of the risk treatments are progressing with an update provided to the Audit Committee at its October 2021 meeting.
			January - March 2022	Review and managing of the risk treatments are progressing with an update provided to the Audit Committee at its March 2022 meeting.
			April - June 2022	Review and managing of the risk treatments are progressing with an update provided to the Audit Committee at its June 2022 meeting.
Responsible	Chief Financial Officer			

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

Key Actions		Status	Quarter	Comments
3.3.4.1	Review and implement the DAIP		July - September 2021	Progress against the DAIP has been reported to the Department of Communities.
			October - December 2021	Acknowledgement of the EMRC's submission to the Department has been received.
			January - March 2022	No further action during this reporting period
			April - June 2022	Progress against the DAIP has been reported to the Department of Communities
Responsible	Chief Executive Officer			

3.4 To Continue to Improve Financial and Asset Management Practices

3.4.1 Review and Implement Long Term Financial Plans

Key Actions		Status	Quarter	Comments
3.4.1.1	Review the Five and Ten Year Financial Plans	●	July - September 2021	The final GHD Strategic Review of the EMRC was adopted by Council at its 26 August 2021 meeting. A review of the 10 year Strategic Plan will be undertaken following the local government elections. The resultant EMRC Ten Year Financial Plan is due to be undertaken during Feb-May'2022 as part of the 2022/2023 Budget deliberation process.
			October - December 2021	The final GHD Strategic Review of the EMRC was adopted by Council at its 26 August 2021 meeting. A review of the 10 year Strategic Plan will be undertaken following the local government elections. The resultant EMRC Ten Year Financial Plan is due to be undertaken during Feb-May'2022 as part of the 2022/2023 Budget deliberation process.
			January - March 2022	The second draft of the EMRC Ten Year Financial Plan was compiled during March-April'2022 as part of the 2022/2023 Budget deliberation process and distributed for review on 6 April 2022.
			April - June 2022	Six drafts of the EMRC Ten Year Financial Plan were compiled during March-May'2022 as part of the 2022/2023 Budget deliberation and adoption process. The 2022/2023 Annual Budget was adopted by Council at its meeting held Thursday 23 June 2022.
3.4.1.2	Monitor and review the Financial Investment Portfolio	●	July - September 2021	The Investment portfolio is continually monitored in order to ensure that cash flow requirements are met and that returns are maximised on investments within the parameters of the Investment Policy (which was recently reviewed and adopted by Council at its meeting held on 23 September 2021) and the regulations. The average interest rate earned for 2021/22 up to 30 September 2021 is 0.409% compared to the budgeted rate for 2021/2022 of 0.375%.
			October - December 2021	The Investment portfolio is continually monitored in order to ensure that cash flow requirements are met and that returns are maximised on investments within the parameters of the Investment Policy (which was recently reviewed and adopted by Council at its meeting held on 23 September 2021) and the Regulations. The average interest rate earned for 2021/22 up to 31 December 2021 is 0.433% compared to the budgeted rate for 2021/2022 of 0.375%.
			January - March 2022	The Investment portfolio is continually monitored in order to ensure that cash flow requirements are met and that returns are maximised on investments within the parameters of the Investment. The average interest rate earned for 2021/22 up to 31 March 2022 is 0.474% compared to the budgeted rate for 2021/2022 of 0.375%.
			April - June 2022	The Investment portfolio is continually monitored in order to ensure that cash flow requirements are met and that returns are maximised on investments within the parameters of the Investment. Rates have increased over the past quarter and ranged from 1.89% in April 2022 to a high of 4.16% in June 2022. The average interest rate earned for 2021/22 up to 30 June 2022 is 0.545% compared to the budgeted rate for 2021/2022 of 0.375%.

Key Actions	Status	Quarter	Comments
Responsible	Chief Financial Officer		

3.4.2 Review and Implement the Asset Management Plan (AMP)

Key Actions	Status	Quarter	Comments
3.4.2.1	Review and implement the AMP	<div>●</div> <div>July - September 2021</div> <div>October - December 2021</div> <div>January - March 2022</div> <div>April - June 2022</div>	<p>Talis Consultants completed the drafting of 3 x operational asset management plans for each of the EMRC's sites.</p> <p>Talis Consultants completed the drafting of 3 x operational asset management plans for each of the EMRC's sites during the 1st quarter of the 2021/2022 financial year.</p> <p>Talis Consultants completed the drafting of 3 x operational asset management plans for each of the EMRC's sites during the 1st quarter of the 2021/2022 financial year.</p> <p>Talis Consultants completed the drafting of 3 x operational asset management plans for each of the EMRC's sites during the 1st quarter of the 2021/2022 financial year.</p>
Responsible	Chief Financial Officer		
3.4.2.2	Purchase and replace major plant (Red Hill) as required	<div>●</div> <div>July - September 2021</div> <div>October - December 2021</div> <div>January - March 2022</div> <div>April - June 2022</div>	<p>Progressing as per the Red Hill Waste Management Facility 2021/2022 Plant Replacement Program.</p> <p>Progressing as per the Red Hill Waste Management Facility 2021/2022 Plant Replacement Program.</p> <p>Progressing as per the Red Hill Waste Management Facility 2021/2022 Plant Replacement Program.</p> <p>Progressing as per the Red Hill Waste Management Facility 2021/2022 Plant Replacement Program.</p>
3.4.2.3	Purchase and replace minor plant and equipment (Red Hill) as required	<div>●</div> <div>July - September 2021</div> <div>October - December 2021</div> <div>January - March 2022</div> <div>April - June 2022</div>	<p>Progressing as per the Red Hill Waste Management Facility 2021/2022 Minor Plant Replacement Program.</p> <p>Progressing as per the Red Hill Waste Management Facility 2021/2022 Minor Plant Replacement Program.</p> <p>Progressing as per the Red Hill Waste Management Facility 2021/2022 Minor Plant Replacement Program.</p> <p>Progressing as per the Red Hill Waste Management Facility 2021/2022 Minor Plant Replacement Program.</p>
3.4.2.4	Purchase and replace major plant (Hazelmere) as required	<div>●</div> <div>July - September 2021</div> <div>October - December 2021</div> <div>January - March 2022</div> <div>April - June 2022</div>	<p>Progressing as per the EMRC procurement policy.</p> <p>Progressing as per the EMRC procurement policy.</p> <p>Progressing as per the EMRC procurement policy.</p> <p>Progressing as per the EMRC procurement policy.</p>
Responsible	Chief Operating Officer		
3.4.2.5	Capital Improvements to Ascot Place Building	<div>●</div> <div>July - September 2021</div> <div>October - December 2021</div> <div>January - March 2022</div>	<p>Ongoing and in accordance with the adopted annual budget</p> <p>Ongoing and in accordance with the adopted annual budget</p> <p>Ongoing and in accordance with the adopted annual budget</p>

Key Actions	Status	Quarter	Comments
		April - June 2022	Ongoing and in accordance with the adopted annual budget
Responsible Chief Financial Officer			


3.4.3 Review and Implement the Strategic IT Plan

Key Actions	Status	Quarter	Comments
3.4.3.1 Develop and implement the five year Strategic IT Plan	●	July - September 2021	<ul style="list-style-type: none"> ➤ Data was migrated to the new Ascot network storage device (SAN) ➤ New virtual server backup system was deployed VEEAM Backup and Replication ➤ A new Terminal Server was added to the Terminal Server farm to improve remote working ➤ IT Infrastructure was organised for the new Hazelmere workshop/admin building
		October - December 2021	<ul style="list-style-type: none"> ➤ Multifactor-authentication (MFA) base infrastructure configured and installed in preparation for testing and deployment as per OAG Security recommendations. ➤ Upgraded printing facilities at Baywaste site ➤ Terminate fiber and configured network infrastructure for the Wood Waste to Energy plant ➤ Engaged Stantons to produce GAP analysis between EMRC IT systems and OAG report on Cybersecurity and Government ➤ Moved Hazelmere network and server infrastructure out of the old admin building and into the new Hazelmere admin server room. ➤ The Strategic IT Plan has been reviewed and updated to reflect contemporary security infrastructure
		January - March 2022	<ul style="list-style-type: none"> ➤ Adjusted firewall rules based on current Cyber Security alerts ➤ Upgraded virtualisation and backup software ➤ Modified audio setup in Council Chambers to support combined online/in-person meetings ➤ Modified the CCTV setup at the Hazelmere RRP to allow all cameras to be accessible on the EMRC's network.
		April - June 2022	<ul style="list-style-type: none"> ➤ Commenced preparation for implementing Microsoft 365 across the organisation. ➤ Upgraded the Mail Server in preparation for the implementation of Office 365. ➤ Completed assessment of quotes received for a new phone system and awarded the contract. ➤ Commissioned a Cyber Security Gap Analysis to identify areas for improving the EMRC's cyber security. ➤ Reviewed the ruleset for the Intrusion Detection system and increased the level of protection. ➤ Implemented a new network link between the Ascot office and Red Hill to increase the bandwidth and deliver faster server replication and better accommodate telephony.
3.4.3.2 Purchase IT and Communication Equipment as required	●	July - September 2021	<ul style="list-style-type: none"> ➤ The Ascot WiFi system was upgraded ➤ WiFi was deployed at the weighbridge and the new Administration building at Hazelmere ➤ A number of workstations were replaced with laptops/Surface Pros to increase the flexibility and mobility of the EMRC workforce and respond to the COVID pandemic


Key Actions		Status	Quarter	Comments
			October - December 2021	<ul style="list-style-type: none">➤ Deployed new interactive projector to Training Room 2➤ Upgraded existing projectors for wireless projection (cable free)➤ Purchased and deployed eight more Surface Pros in a continuing effort to support EMRC’s agile work force and ability for staff to work from home
			January - March 2022	<ul style="list-style-type: none">➤ Continued with IT equipment replacement program, progressively rolling out IT equipment for the organisation➤ Deployed a number of larger monitors to provide a more productive working environment, monitoring its benefits for a progressive implementation across the organisation➤ Purchased additional Surface Pros to continue and support a mobile and agile workforce➤ Reviewing the telecommunications equipment submissions in line with the budget plan for 2021/2022.
			April - June 2022	<ul style="list-style-type: none">➤ Commenced implementation of a new Phone System across the EMRC’s Ascot, Hazelmere and Red Hill sites.➤ Assisted with the implementation of the Mandalay Weighbridge System at the Baywaste Community Recycling Centre.➤ Continued the deployment of larger monitors across the organisation.
Responsible	Chief Financial Officer			

3.5 To Improve Organisational Culture, Health, Welfare and Safety

3.5.1 Review and Implement the Workforce Plan

Key Actions		Status	Quarter	Comments
3.5.1.1	Review and implement the Workforce Plan		July - September 2021	The EMRC continues to implement initiatives from the Workforce Plan. Several management guidelines have been reviewed and stage 1 of the Succession Planning exercise has been undertaken.
			October - December 2021	Initiatives within the Workforce Plan continue to be implemented. HR has been automating several processes for convenience and efficiency.
			January - March 2022	The EMRC continues to manage its COVID response effectively. Several new Management Guidelines have been developed and adopted. The Performance Review system has not been automated.
			April - June 2022	New Performance Review process has been rolled out and Code of Conduct is now automated.
Responsible	Chief Executive Officer			

3.5.2 Review and Implement the Occupational Safety and Health Plan (OS&H)

Key Actions		Status	Quarter	Comments
3.5.2.1	Co-ordinate the OS&H Program		July - September 2021	The EMRC continues to manage its OSH requirements and is now over 750 days with an LTI.
			October - December 2021	New OSH CO-ordinator appointed and processes continue to be reviewed and update.
			January - March 2022	New OSH Co-Ordinator becoming more familiar with the EMRC processes. The EMRC is approaching 1000 days LTI free with current number at 960 days LTI free. THE EMRC has engaged a new OSH graduate. Work underway to transition and inform internal workers and officers of their obligations under the new WHS requirements.
			April - June 2022	1000 LTI free day has been achieved in this quarter. Coordinator WHS very active around sites when WA borders opened and COVID restrictions being lifted ensuring EMRC health and wellbeing, with the team achieving minimal impact to operations with two possible noted internal COVID cases during this time. Toolbox talks held to address the workers their obligations for the new WHS legislation. Graduates training coming along nicely, completed training and is competent in internal and contractor inductions, licenses, tickets, risk assessments etc., Mitch is currently being trained the development of new SWMS and risk assessments. Graduate has taken over the WHS requirements of Coppin & Mathieson Rd which is being overseen by the Coordinator WHS. New audit templates being completed for sites and projects to ensure compliancy. Relevant documentation being updated with the new WHS legislation. Reference numbers being added to safety documentation and registers being updated to reflect these new numbers. Coordinator actively involved in site and member council meetings giving feedback on safety items.
Responsible	Chief Executive Officer			

7 SCHOOLS' WASTE REDUCTION AUDIT TRIAL

D2022/14113

PURPOSE OF REPORT

The purpose of this report is to provide Council with an update on the outcome of the Schools' Waste Reduction Audit Trial undertaken by the EMRC's Waste Education Team in 14 schools in the region.

KEY POINT(S)

- In early 2021 the WA Department of Education made contact with the EMRC with a view to obtaining data on schools in our region, particularly in areas where FOGO had been implemented.
- The EMRC agreed to undertake an audit of a number of schools across the Bayswater and Bassendean Councils with the findings to be presented back to the Department of Education (DoE).
- The Waste Reduction Audit was trialled across 14 schools.
- The initial findings (report) have been presented to the Department of Education and the Department of Water and Environmental Regulation (DWER), who oversee the Waste Wise Schools Program.
- A copy of the EMRC report is attached for Council's information.

SOURCE OF REPORT

Chief Sustainability Officer

BACKGROUND

- 1 At the initial meeting held with the DoE in early February 2021 it was agreed the EMRC would undertake an analysis of school take-up of waste disposal within the City of Bayswater and the Town of Bassendean to establish a benchmark for the DoE to work from.
- 2 The work also involved liaising with DWER given they had valuable information on some of the schools due to waste initiatives undertaken in some schools through DWER's Waste Wise Schools Program. There are currently 55 accredited Waste Wise Schools in Perth's Eastern Region.
- 3 Fourteen schools in the City of Bayswater and Town of Bassendean agreed to participate in the schools' trial.

REPORT

- 4 Part of a trial project was to identify existing barriers, potential opportunities, existing and future resources of the various schools and to gauge the level of interest in implementing FOGO bins within each school.
- 5 The schools trial commenced with face to face meetings and surveys with each school to get an understanding of their current waste situation and to undertake waste audits to determine the exact nature and volume of waste generated at each school.
- 6 A report was prepared by the EMRC Waste Education Team and this has been shared with the DoE and DWER.
- 7 A final 'wrap up' meeting will be convened in mid August with both abovementioned Departments.

STRATEGIC/POLICY IMPLICATIONS

- 8 Key Result Area 1 – Environmental Sustainability
- 1.3 To provide resource recovery and recycling solutions in partnership with member Councils
- 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

- 9 The sample auditing was undertaken utilising existing staff, resulting in no additional financial implications.


SUSTAINABILITY IMPLICATIONS

- 10 The audits will be utilised as a benchmarking tool by the WA Department of Education to promote sustainability in schools as part of its Sustainability Framework.

RISK MANAGEMENT

Risk – Nil		
Consequence	Likelihood	Rating
Moderate	Unlikely	Minor
Action/Strategy		
➤ Nil		

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)

The Waste Reduction Trial in Schools – 2022 Report is attached (D2022/14114)

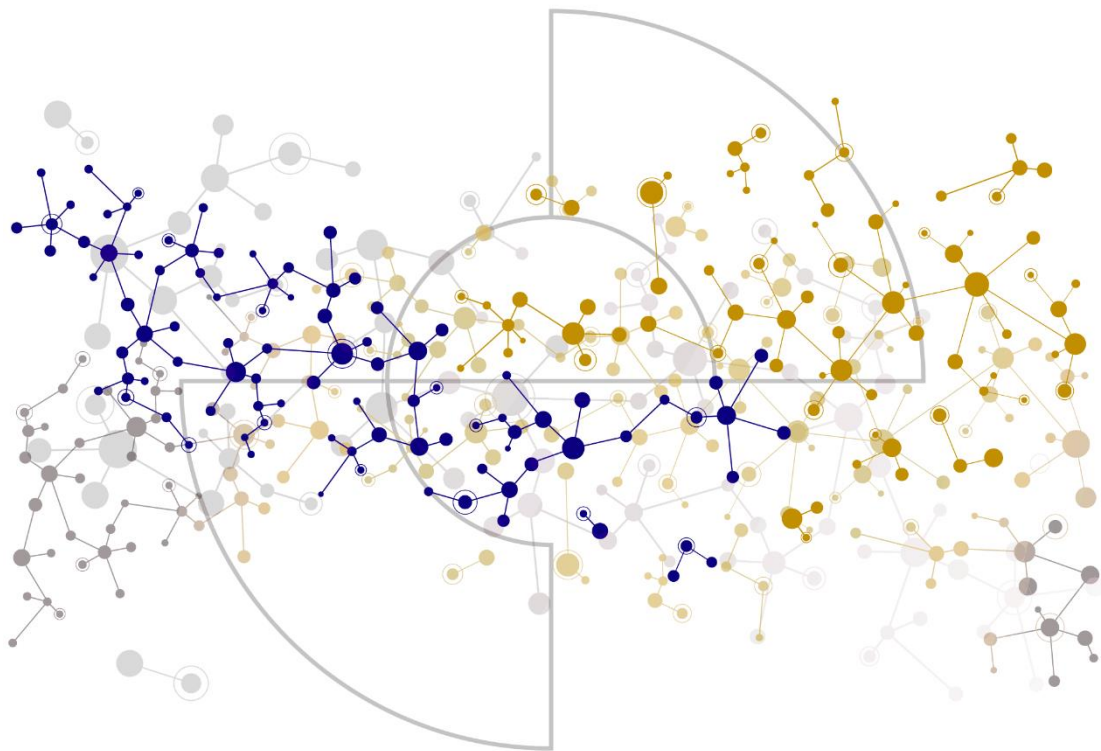


Eastern Metropolitan Regional Council

Waste Education

Waste Reduction Trial in Schools

2022



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1 Introduction

The Eastern Metropolitan Regional Council (EMRC) Waste Education team conducted a multi layered in depth auditing process of 14 schools within the Bassendean and Bayswater Councils. This auditing included a traditional waste audit of 1 day of waste collected per School, where waste was sorted into five categories and then weighed and recorded.

Materials were sorted into the following five categories:

- Paper hand towels;
- Organic waste;
- General waste;
- Containers for change; and
- Recyclables.

The EMRC then conducted an onsite visual audit of the 14 schools' waste systems participating in the program. This visual audit comprised of the following steps:

1. An initial site visit of each School capturing data via photographs and a series of standardised questions delivered as an in-person questionnaire.
2. For 4 to 6 weeks, bins were audited at each School a minimum of 4 times, recording volumes of waste the day before the scheduled collection.

This data collection aims to access the following:

1. What are the current waste systems in place in each School?
2. Could the waste systems be changed to reduce waste going to landfill and improve resource recovery?
3. Are the schools accessing their Local Council's free FOGO service, and are the bins used correctly?

We conducted this research to support the WA Department of Education with its Sustainability focus, form stronger links with schools in the EMRC region, and gain further insight into their waste management. The Department of Education wants to ensure that schools are equipped and able to make the relevant changes to work within the new framework.

1.1 Review of relevant related research

The EMRC has worked in conjunction with Waste Sorted schools and has reviewed a previous study conducted by the Department of Water and Environmental Regulation (DWER) into the use of Electric composters and Food waste collections in high schools. The EMRC also reviewed the newly created school review templates from WasteSorted schools. The EMRC used a combination of the study and templates to develop and support the methodology used in this School's trial.

EMRC has also reviewed data from East Fremantle, which conducted a FOGO trial in schools in 2022. The FOGO trial conducted in East Fremantle trialled logistics for the Council with schools in their Council. This was a tiny trial with only three schools participating.

2 Methodology

After reviewing the WasteSorted Schools study and templates, the EMRC moved forward with a multi-layered research approach to ensure a complete picture for each School concerning the School's current waste streams and possible areas to reduce waste to landfill and improve resource recovery.

The EMRC created a 3-stage approach to capture the data required to answer:

1. What are the current waste systems in place in each School?
2. Could the waste systems be changed to reduce waste going to landfill and improve resource recovery?
3. Are the schools accessing their Local Council's free FOGO service, and are the bins used correctly?

2.1 Stage 1 – Information Gathering

2.1.1 Stage 1, Step 1 - School Waste Services Form

The Department of Education (DOE) sent a letter of endorsement to all schools; The EMRC then approached each School individually and requested they complete a Waste services form, indicating which waste services they currently have onsite and the number of students. The EMRC used this data to create a schedule for Stage 3 – Waste audits by volume.

At this step, schools also provided a copy of a recent invoice from their waste services provider. This allowed the EMRC to double-check the collection service being provided. *Refer to Appendix A for example of the form.*

2.1.2 Stage 1, Step 2 - School Survey

An EMRC staff member visited each School to record bin layouts on the grounds and conduct the school survey. The school survey was a set of standard questions to ascertain the waste created, how it is processed onsite and made ready for collection by the waste services provider. The 'EMRC's School inspection was accompanied by either the school Principal or its Corporate Services Manager. The Survey included data and photographic evidence. The school survey allowed the EMRC staff to see firsthand how the School manages waste and gain feedback on which waste streams work well and which need improvement. *Refer to Appendix B for survey form.*

2.2 Stage 2 – Waste Audits by Weight

Each School required a 'weight audit' to be conducted as part of the analysis. Normally we would have completed this on site with students present as a learning exercise, however, due to external factors such as heat and COVID-19 the audit was performed off site. One "day's waste from each school was bagged and labelled and transported back to the EMRC where it was audited by our bin tagging team.

Refer to Appendix C for the Audit template.

The collection and audit schedule were as follows:

Date of collection	School	Date of Audits
Tuesday 8 th February	Ashfield PS; Eden Hill PS; Anzac Terrace PS; Bassendean PS	Wednesday 9 th of February
Wednesday 9 th of February	Hampton SHS; Hampton Park PS; Embleton PS; Hillcrest PS; Bayswater PS; Maylands Peninsula PS	Thursday 10 th of February
Thursday 10 th of February	Morley SHS; Camboon PS; Noranda PS; Morley PS	Friday 11 th of February

Table 1 - School Audit Schedule

2.3 Stage 3 - Waste Audits by volume

Each of the 14 schools were visited a minimum of 4 times to visually audit bins and take photographic evidence the day prior to their waste collection date.

The EMRC reconciled against the invoice provided by each School, to ensure the EMRC was recording the maximum fullness of the bins. Only one School provided inaccurate information, resulting in EMRC being unable to collect accurate volumes of data for this School.

Stages	School Requirement	EMRC
Stage 1 – Weight waste audit	Communicate with Cleaners to have waste from 1 day (24hrs) left at a collection point the afternoon evening before the collection date	Collect waste and audit off site from the School
Stage 2 – School Survey	A meeting between EMRC staff, the Principal or Sustainability Teacher to complete a survey of school waste streams and bins,	EMRC to complete the survey – at this meeting
Stage 3 – School Volume audits	Access to the skip bins for EMRC staff the day before collection	EMRC staff will do a volume audit for four weeks of collections
Stage 4 – Data analysis and recommendations	School contact available to clarify questions relating to data is required	EMRC staff will analyse data collected and create a report including recommendations

Table 2 - Summary of each stage and action required

3 Results

3.1 School Survey - Results

The waste systems in place at all the schools

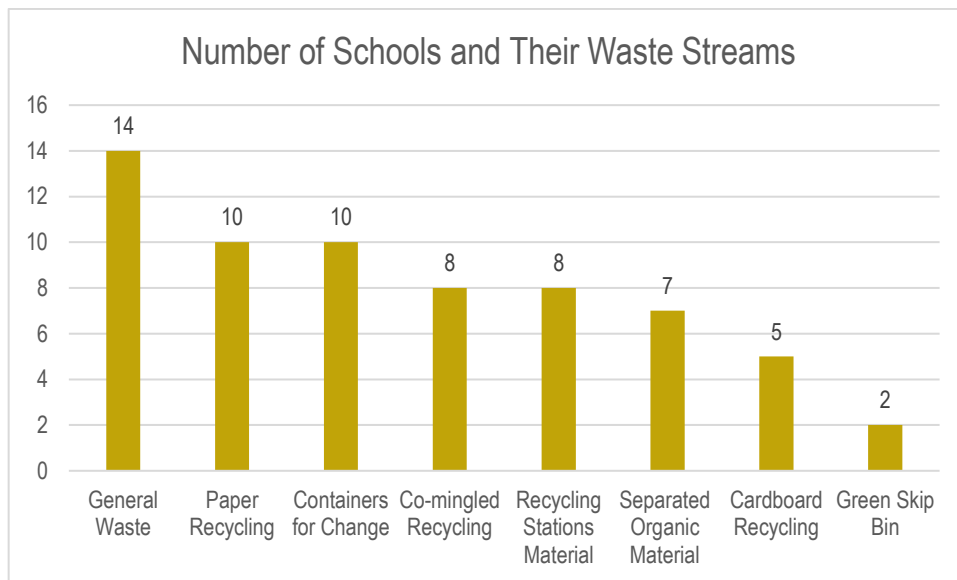


Table 3 - School Waste Streams

3.1.1 Face to Face survey - Results

Conducted face-to-face interview style surveys on the school grounds

The school surveys results were:

- 11 schools had either compost bins or worm farms infrastructure on site; however, only 7 schools were actively using them.
- The 4 schools were not currently using their onsite compost bins or worm farms, given a lack of parents or Teachers championing their use.
- 6 schools now have FOGO bins provided by the Councils free of charge. However, only 4 of the 6 schools were using them for FOGO. The other 2 schools were using the FOGO bins for green waste only.
- 9 of the 14 schools use students to carry out logistics tasks related to either paper/co-mingle/ organics recycling.
- All school Cleaners were responsible for General Waste logistics.
- 8 of the 14 schools had a green committee or similar who were driving sustainable programs within the School. Each school had a different set-up, with some schools' committees made up of students, and others made up of Teachers and additional support from a mix of staff and parents.



During the face to face visit to the Schools, Schools weren't aware of their bin sizes or the onsite collection services. An example of this was one School that indicated they had a 600ltr General Waste bin when it was a 3mtr bin. One school did not know they had a FOGO service

The schools able to divert the most waste from landfill were those with a dedicated group of staff championing the source separation. These Schools all had waste system infrastructure in place to support the separation.

Most schools lacked consistent signage (or no signage) for the different waste streams. None of the schools had consistent bin lids in line with the Australian standard. Several school Recycling bins were lined with black plastic bags; however, we did not observe this contamination in the recycling skips, possibly the Recycling from lined bins going into the General Waste skip.

Refer to Appendix D for summarised Stage 1 Results.

3.2 Stage 2 - Waste Audits by weight - Results

All 14 schools put aside 24 hrs' worth of waste for auditing off-site, with all schools presenting their waste for auditing. The waste was collected from each School and taken to the EMRC auditing facility. The waste was sorted into 5 categories: General Waste, food waste, paper and cardboard, containers for change and paper towels.

Of the 14 schools audited:

- 8 schools had General Waste as the most significant waste stream;
- 5 schools had food as the largest waste stream; and
- 1 school had paper and cardboard as the most significant waste stream.

Refer to Appendix G for individual school results.



3.3 Stage 3 - Waste audits by volume - Results

The volume audits were conducted for a minimum of 4 weeks for each School. EMRC observed and recorded the volumes in all bins that the waste services provider collected for each School, including skip bins and 240ltr bins.

It was observed that:

- 11 of the 14 schools had clean green waste that was regularly disposed of via the landfill bin; more than 50% of the observations returned results of green waste in the landfill bins. Some schools' landfill bins were over half full with clean green waste.



- On 2 occasions at two different schools, E-waste was disposed of in the General Waste bin. On 5 occasions, furniture (tables/chairs) was disposed of in the General Waste bin.



- During the 4 weeks, 11 schools had bins less than 50% full immediately before collection on at least one occasion.



- Only 2 Primary Schools always had the bins less than 50% full the day before collection. Both schools were contacted to ensure the collection date provided was correct. One School had recently changed bin collection days which explained the low volumes observed. The other School confirmed the collection day as correct.

Refer to Appendix H for individual school results.

3.4 Data Analysis using the Common Use Agreement CUAWAS2016 (CUA)

The data provided by The DOE to EMRC confirms that the invoicing data when cross checked with the schools invoicing data is correct. However, it was observed that each School was paying different rates for the same service. The DoE advised that each School can negotiate pricing and that the CUA indicates the maximum price that can be paid for the service.

The Records show that:

- 8 schools of the 14 are paying the maximum amount as per the CUA
- 6 schools are paying anywhere from 19c to \$17.07 less per service.

For more detail, refer to Appendix E.

The EMRC has created modelling for all schools based on their current services rate and those being charged the maximum rate under the CUA. This modelling is based on the results from the Stage 3 volume audits. This modelling indicates that:

- If 12 schools make a change to their current waste services it will ensure a cost reduction and increased resource recovery;
- Within these 12 schools, 5 schools require a deeper commitment are recommended to to current waste services to reduce costs and increase resource recovery;
- 1 school does not need to make any changes; and
- 1 school's data recovered from the volume audits was inaccurate.

It was further observed that all schools with bi-weekly pick up of 3m General Waste skips had extra capacity. Therefore, reducing their General Waste service to a 4.5m General Waste skip collected once a week would reduce costs and carbon emissions of trucks on the road.

Please refer to Appendix F for more details.

4 Conclusion

The EMRC established a clear picture of each school's waste stream. To create change, all schools must understand the waste services they are paying for and if these services effectively support the school's needs. The best way to mitigate barriers is to create systems that aren't reliant on one or two motivated individuals who take on the responsibility of setting up systems that are reliant on them continuing to work at the school. This type of scenario has the highest chance of failure if an alternative staff member cannot fill the gap once they leave the school.

An example of this system's weakness is in schools where the students or parents maintain the worm farms. When the leading Teacher or parent leaves the School, the organics infrastructure is not supported.

A more effective approach for Recycling would be to have the recycling bin emptying added to the cleaning contract. Schools with successful worm farms or compost systems allocate the responsibility of the systems to a role rather than an individual. This will improve the chances of the systems being maintained. This responsibility could be overseen by the gardener or grounds person

An opportunity for improvement is better signage and consistency of bins in schools; this clarifies what materials go where and is not only beneficial for reduced contamination which equals more significant recovery. Clear messaging assists new students, families and visitors to schools. The State Government WasteSorted Schools program offers a comprehensive range of posters for bins that are easy to read, aimed at children and achieve consistency.

Clear labelling would also ensure that support staff such as Cleaners and grounds people know where the bins should go at the system's back end.

All schools would benefit from reviewing the price paid to the waste services contractor and the services they receive. A large proportion of the schools in the trial either pay the maximum service fee or have a more extensive service than needed. There are possible savings to ensure that all schools run a minimum waste service of General Waste, Recycling (minimum paper and cardboard), and organics (minimum clean green waste).

All schools in the trial could take up the local Council offer of FOGO bins allowing them to use the FOGO bin for clean green waste, hand towels and food waste.

5 Recommendation

It is recommended that schools in the trial:

- Take up the offer of free FOGO bins from their local Councils (currently the Town of Bassendean and the City of Bayswater)
- Start by using the FOGO bins for green waste that is presently going into the General Waste stream (this will reduce waste in the landfill bins and improve the school's resource recovery)
- For schools that are more advanced on the waste stream journey, add used paper hand towels and food waste into their FOGO bins. Ultimately, removing paper hand towels from the Schools to be replaced with hand dryers would create the best avoidance of this waste stream.
- The CUA needs to add FOGO as an option for schools, as it only currently offers Green waste or food organics separately.
- Each School to be set up with the minimum waste stream infrastructure standard of General Waste, Green waste, paper and cardboard Recycling, and Containers for Change. This includes Co-mingle Recycling and/ or FOGO to meet the minimum standard.
- Seek a review of waste services of all State schools in the Perth metro area by the DoF, in conjunction with each school's support staff onsite.
 - In addition to the DoF review, each school should review the rates their service provider charges to ensure receiving the best possible rate per service.
- Cleaners and Gardeners to be responsible for the logistics of waste onsite at schools. Students could provide a support role in logistics if it is deemed appropriate. However, students should not be solely responsible for recycling logistics in a school.
- All schools to request itemised accounts from their collection contractor to ensure they know all services provided and the relative charges.

6 Appendices

6.1 Appendix A – School Waste Services Form



School Waste Services Form						
Name of school:						
Number of students:						
Name of waste service provider	<input type="checkbox"/> Suez <input type="checkbox"/> Cleanaway <input type="checkbox"/> Other: _____					
Current waste streams and infrastructure	General Waste	Co-mingled Recycling	Paper Recycling	Green Waste	Containers for Change	Other: _____
Size of bins (3m ² , 1100L, 660L, 240L)						
Number of bins						
Frequency of collections (bi-weekly, weekly, fortnightly, monthly)						
Collection day(s)						

I acknowledge that by filling out and returning this form the listed school agrees to participate in the EMRC School Reduction Trial

Signed: _____ Print name: _____ Date: _____

6.2 Appendix B – School Survey Template

Name of School:

Address:

Date of visit:

Contact name:

Please ensure that photos are taken on the bin and bin areas. Please discuss the process for stage 3 – volume audits. Access is required to briefly view and photograph all skip/ 240ltr bins the afternoon before collection. Please double check the School Waste Services Form.

Key Issue	Yes	No	Other/Comments
School data			
• Is the School a current Waste Wise Accredited School?			
• Has the School been a Waste Wise School in the past?			
• Does the School participate in crunch and sip?			
• Is there a policy to take food waste home?			

• Is there a green team in the School?			
• Who drives sustainable initiatives at the School?			
Current bins			
• Are they skip bins and what size are they? How many are there?			
• Are the bins wheelie bins?			
• What type of bins and how many are around the School?			
• What type of bins and how many are in the classroom?			
• Is there co-mingled Recycling?			
• Is there CDS collection?			
• Is there a paper bin?			
• Is there a cardboard bin?			
• Is there a mixed paper and cardboard bin?			
• Is there a green waste bin? • If no what is happening to the green waste			
Collection			
• What is the current collection frequency?			
• What day is the bin collection?			
• Are the bins full at each collection?			
• Cost of collection per month?			
• Who is the waste contractor?			
• Who empties the bins in the classroom?			
• Is there anyone/team responsible for the bins and contamination?			
Emptying of bins			
• Is the person responsible for emptying the bins a staff member?			
• Are the bins emptied by an outside contractor?			
• How do the bins in classrooms and grounds currently get emptied?			

<ul style="list-style-type: none"> Is there flexibility in the contract to add extra duties i.e. empty and clean the FOGO bin/s? 			
Organic diversion			
<ul style="list-style-type: none"> Is there a worm farm? 			
<ul style="list-style-type: none"> Is there a compost? 			
<ul style="list-style-type: none"> Is there a bokashi bin? 			
<ul style="list-style-type: none"> Who is currently responsible for these systems? 	X	X	
<ul style="list-style-type: none"> Are there any of these options at the School but not being used? 			
Canteen			
<ul style="list-style-type: none"> Is there a canteen? 			
<ul style="list-style-type: none"> How often is the canteen open? 	X	X	
<ul style="list-style-type: none"> Is the food prepared on site? 			
<ul style="list-style-type: none"> Type of packaging from Canteen 	X	X	
Bin Store Space			
<ul style="list-style-type: none"> Where are the bins kept? 			
<ul style="list-style-type: none"> Does the bin storage area allow moving the bins around for cleaning the area? 			
<ul style="list-style-type: none"> Who maintains the bins? 	X	X	
<ul style="list-style-type: none"> Is there the capability to add future services to the design? (take a photo) 			
Signage and Education			
<ul style="list-style-type: none"> Are there signs on or around the bins to help with separation 			
<ul style="list-style-type: none"> Are bins colour coded? Red, Yellow, Green 			
<ul style="list-style-type: none"> What sort of education is currently provided for users of the bins? Students? Teachers? 			

6.3 Appendix C – Waste Audit by Weight Template

Waste Audit Results

Category	Weight (Weight of Box and Waste Minus the Weight of Box)	Volume (% full)	Notes (characteristics of waste)
Food scraps			
CDS			
Paper and cardboard			
General waste			
Paper Towels			

Date: Name of School: No. of full bags: |

6.4 Appendix D - Summary of Waste Audit by weight and School Surveys

Schools	Students	Waste Audit Results							CDS			Waste services provider			School Form					Actual (from School Survey)				
		Food Scraps	CDS	Paper and Cardboard	GW	Paper towels	Total Waste	Total waste per student	No of CDS	\$ for a year	Have service	Monthly invoice total inc GST	Waste services Provider	Bins invoiced for	GW	Recycling	Paper	Green waste	Other	GW	Recycling	Paper	Green waste	Other
Anzac Terrace PS	348	2.3	0.15	1.02	6.21	2.05	11.73	0.033707	8	160	Yes - P&C	497.85	Suez	1.5MT P&C, 3MT GW, underdesk paper bins	3MT		1.5MT	3MT	CFC	3MT		1.5MT	3MT	CFC, soft plastics, bottle top, batteries, markers and pens, ink cartridge
Ashfield PS	98	7.88	0.11	3.92	4.15	1.89	17.95	0.183163	8	160	Yes - P&C	322.48	Suez	240ltr comingled, monthly service	660Ltr		8 x 240ltr			3MT	5 x 240ltr	2 x 240ltr		CFC
Bassendean PS	330	3.77	0.56	1.56	4.76	2.64	13.29	0.040273	15	300	No	346.5	Suez	4.5MT GW	4.5MT		4 x 240ltr		1.5MT cardboard	4.5MT		4 x 240ltr		1.5 mt cardboard, batteries, phones
Bayswater PS	425	3.78	0.13	1.63	5.86	2.76	14.16	0.033318	4	80	Yes - school	153.34	Suez	3MT GW	3MT	4 x 240L	1.5MT	3 x 240L	CFC	3MT	4 x 240ltr (COB)	1.5MT	SKIP? + 5 FOGO	recycling hub with terracycle
Camboon PS	346	9.32	1.09	3.19	10.8	4.41	28.82	0.083295	52	1040	Yes - P&C	474.07	Suez	3MT Cardboard, 240L Paper, 3MT GW	3MT		4 x 240ltr		3MT Cardboard	3MT		4 x 240ltr		3 x 240L + 1100L CFC + 3MT Cardboard, ink cartridges, terracycle haircare
Eden Hill PS	500	8.08	0.78	2.78	6.89	1.98	20.51	0.04102	18	360	Yes - school		Suez		3MT	3MT			CFC	3MT	3MT			Mobile phones, lids, bread tags
Embleton PS	140	5.69	0.67	1.41	6.27	2.65	16.69	0.119214	31	620	Yes	262.52	Suez	3MT GW	3x 240L	2x 240L		3MT	Soft plastics, bottle tops, toothbrushes,	3MT	4 x 240ltr (COB)			Soft plastics, bottle top, batteries, markers and pens, batteries
Hampton Park PS	370	10.24	0.67	6.04	9.22	3.25	29.42	0.079514	30	600	No	417.81	Suez	4.5MT GW, 3MT Paper	3MT	1100L	6x 240L	4x 240L		3MT	6x 240L		5x 240L	1100L Paper & Cardboard, recycle, bread tags
Hampton Senior HS	900	6.01	1.14	7.72	13.4	2.28	30.56	0.033956	63	1260	No	574.75	Cleanaway	3MT GW, 3MT Comingled	2x 3MT	3MT				3MT				
Hillcrest PS	470	1.37	0.3	27.11	12.5	3.46	44.73	0.09517	8	160	Yes				1.5MT	6x 240L		2x 240L	2x 240L CFC, 3MT Cardboard	1.5MT	6x 240L		4x 240L FOGO	Pencil sharpening, batteries, bread tags, lids, mobile phone
Maylands Peninsula PS	650	14.16	1.22	6.16	9.18	6.64	37.36	0.057477	44	880	Yes	772.63	Suez	240L Comingled, 3MT GW, 4.5MT GW	4.5MT, 3MT	14x 240L		2x 240L FOGO	1x 1100L CFC	4.5MT, 3MT	12x 240L		2x 240L FOGO	recycling trolley - bread tags, lids, oral care, coffee pods
Morley PS	179	5.41	0.53	3.03	6.07	2.99	18.03	0.100726	26	520	Yes - P&C	229.28	Suez	Monthly Scheduled Waste	3MT	6x 240L	1.5MT	3x 240L	CFC	3MT	6x 240L	1.5MT Cardboard	3x 240L	CFC
Morley Senior HS	1023	9.34	3.75	11.58	24.4	6.46	55.5	0.054252	105	2100	Yes	926.52	Cleanaway	3MT GW, 3MT Comingled	2x 3MT	3MT			CFC	2x 3MT	3MT			
Noranda PS	366	27.68	0.78	8.57	20.2	2.9	60.11	0.164235	37	740	No	335.28	Suez	4.5MT	4.5MT		5x 240L	1.5MT	240L Confidential bin					240L Playcraft bin, Coffee pods, Batteries, ink cartridges, ring pulls

Schools	Organic waste	Sustainability drive	Who empties waste	Canteen onsite	Bins colour coded/signed	Additional Notes
Anzac Terrace PS	WF, Compost Not in use	Science teacher	Cleaners G/W only and students	Yes	Yes	Possible better comms for green waste as was full and some green waste in G/W skip
Ashfield PS		Recycling team	Cleaners, Recycling team	No	Yes	Does suez really put the bins on kerb
Bassendean PS	WF, compost	Sustainability committee	Cleaners	Yes	Yes	paper recycling bins not invoiced or photo - council?
Bayswater PS	Compost	Year 6s	Cleaners and students and teachers	Yes		why not waste wise school? And take bins away at lunch - organics only 1plus year
Camboon PS	WF Not Active	Social Justice Team - Students	Cleaners, Social Justice Team	Yes	Yes	Paper bins pickup free
Eden Hill PS	WF, compost	Planet Protectors	Cleaners, students	Yes	Yes	1x Battery, 2x Aerosol cans found in Waste Audit - Waste Free Wednesday - Golden Lunch Box
Embleton PS	WF, compost	2x Councillors + Staff give school board feedback 2x a term	Cleaners, students	No	Yes	2x 240L FOGO, 2x 240L Recycling no charge from COB
Hampton Park PS	WF, compost	Environmental Committee	Cleaner, student councillors	Yes	Yes	
Hampton Senior HS	N/A		Cleaners	Yes	Yes	
Hillcrest PS	WF, compost	Students, Sustainability teacher	Cleaners, Students	Yes	Yes	Additional collections - Pencil sharpenings, Battery, bread tags, Stationery, ring pulls, plastic lids, E-waste
Maylands Peninsula PS	WF not active	Environmental Coordinator, P&C	Cleaners, Gardeners	Yes	No	1x Battery found in Waste Audit - Recycling station - batteries, oral care, plastic lids, bread tags, cleaning, crayons, writing instruments, nespresso pods
Morley PS	WF Not Active		Cleaners, Students	No	No	Calculator found in Waste Audit - School interested in Waste wise & FOGO ideas
Morley Senior HS	WF		Cleaners, Gardeners	Yes	No	2 batteries, lightbulbs found in Waste Audit
Noranda PS	WF	Teachers	Cleaners	No	Yes	

Summary of School Surveys

6.5 Appendix E - Current school pricing compared with CUA

School	Service Provider	Service	CUA (excluding GST)	Actually paying (excluding GST)	Difference
Anzac Terrace	Suez	3m G/W	\$47.73	\$47.73	\$0.00
		1.5m P&C	does not exist	\$12.27	
Ashfield PS	Suez	3m G/W	\$47.73	\$47.73	\$0.00
		.24 Co M	\$7.58	\$7.43	\$0.15
		.24 G/W	\$7.76	\$5.24	\$2.52
Bassendean PS	Suez	4.5m G/W	\$68.70	\$63.00	\$5.70
		1.5m Car	\$22.25	\$22.06	\$0.19
Bayswater PS	Suez	.24 Co M	\$7.58	\$7.35	\$0.23
		3m G/W	\$47.73	\$47.45	\$0.28
		1.5m pap	\$22.25	\$22.25	\$0.00
Camboon PS	Suez	3m G/W	\$47.73	\$47.73	\$0.00
		3m Card	\$20.13	\$20.13	\$0.00
Eden Hill	Suez	3m G/W	\$47.73	\$47.30	\$0.43
		3m Co M	\$61.07	\$44.00	\$17.07
Embleton PS	Suez	3m G/W	\$47.73	\$47.73	\$0.00
Hampton Park PS	Suez (perth)	3m P&C	does not exist	\$17.34	
		4.5m G/W	\$69.03	\$69.03	\$0.00
Hampton SHS	Cleanaway	3m G/W	\$46.20	\$45.51	\$0.69
		3m Co M	\$27.70	\$21.90	\$5.80
Hillcrest PS	Suez	1.5m G/W	\$37.84	\$27.00	\$10.84
		3m Card	\$20.13	\$19.94	\$0.19
Maylands PS	Suez	3m G/W	\$47.73	\$47.73	\$0.00
		.24 Co M	\$7.58	\$7.43	\$0.15
		4.5 G/W	\$68.70	\$66.00	\$2.70
Morley PS	Suez	3m G/W	\$47.73	\$45.95	\$1.78
		1.5m p&C	does not exist	\$14.29	
Morley SHS	Cleanaway	3m G/W	\$46.20	\$41.74	\$4.46
		3m Co M	\$27.70	\$18.19	\$9.51
Noranda	Suez	4.5m G/W	\$68.70	\$68.70	\$0.00
		.24 Paper	\$10.60	\$3.00	\$7.60

6.6 Appendix F – Summary of changes to be made to existing services

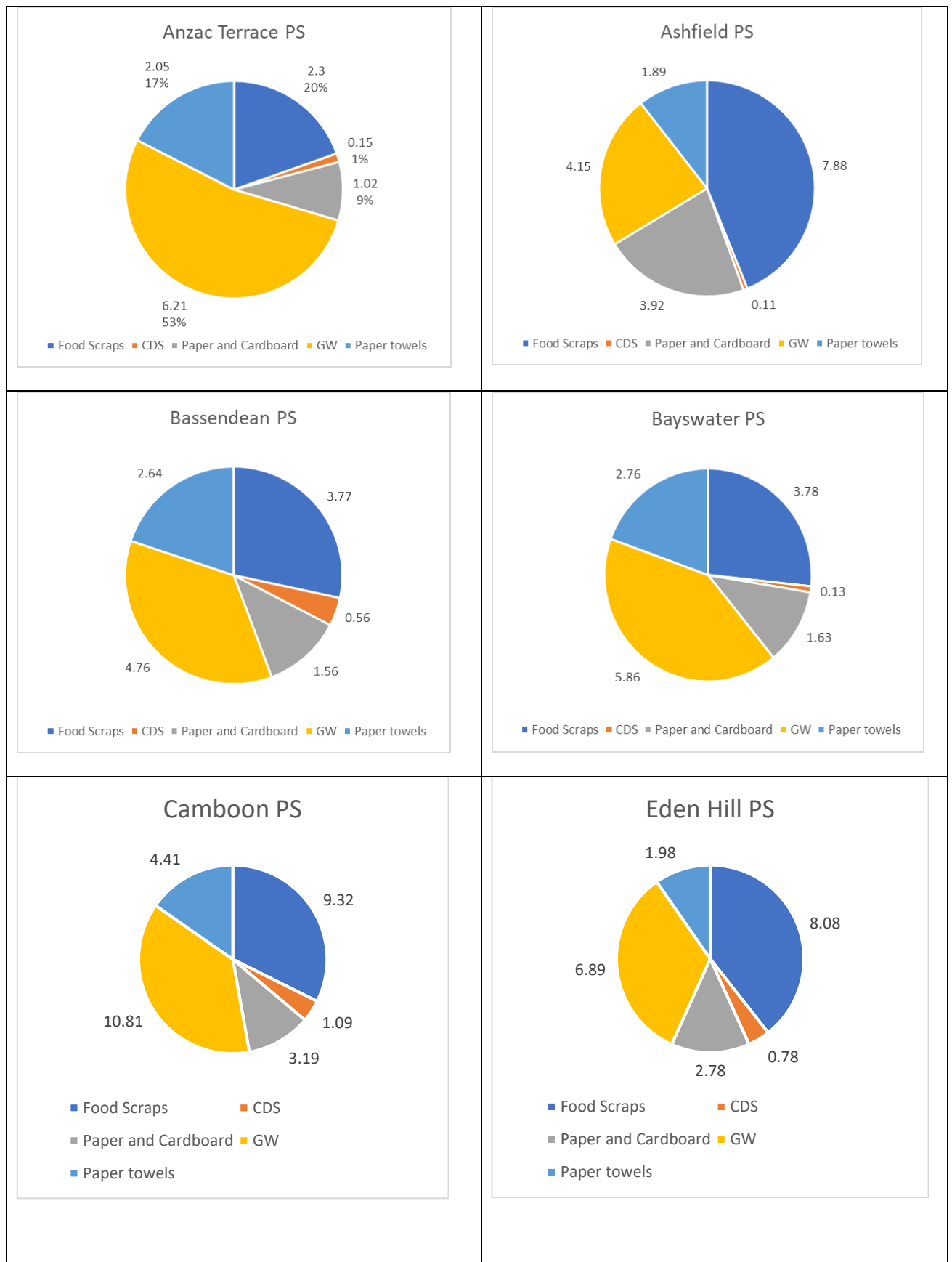
	Current service	Frequency	Current rate	Total Per Year	Possible saving	Notes
Anzac Tce PS	3m GW	2	\$47.73	\$5,059.38		Currently paying maximum rate for GW skip with Suez
Students 348	1.5m P&C	1	\$12.27	\$650.31		
	3m Green waste	on request				
<i>New options</i>	4.5m GW	1	\$68.70	\$3,641.10	\$1,418.28	Should request FOGO bins from the council
	3m GW	1.5	\$47.73	\$3,794.54	\$1,264.85	
Ashfield PS	3m GW	0.5	\$47.73	\$1,264.85		Currently paying maximum rate for GW skip with Suez
Students 98	.24 Co M	0.5	\$7.43	\$196.90		
	.24 GW	1	\$5.24	\$277.72		
<i>New options</i>	1.5m GW	0.5	\$37.84	\$1,002.76	\$262.09	Should request FOGO bins from the Council
	1100ltr	1	\$21.30	\$1,128.90	\$135.95	
Bassendean PS	4.5m GW	1	\$63.00	\$3,339.00		Currently paying maximum rate for GW skip with Suez
Students 330	1.5m Card	on call	\$22.06			
<i>New options</i>	3m GW	1	\$47.73	\$2,529.69	\$809.31	This School has small grounds and no room for extension therefore a green waste skip is not practicable
Bayswater PS	.24 Co M	0.25	\$7.35	\$97.39		This School already has FOGO and well managed compost the need for a green waste skip is small to none.
Students 425	3m GW	1	\$47.45	\$2,514.85		
	1.5m paper	0.5	\$22.25	\$589.63		
<i>New options</i>	3m GW	0.5	\$47.45	\$1,257.43	\$1,257.43	

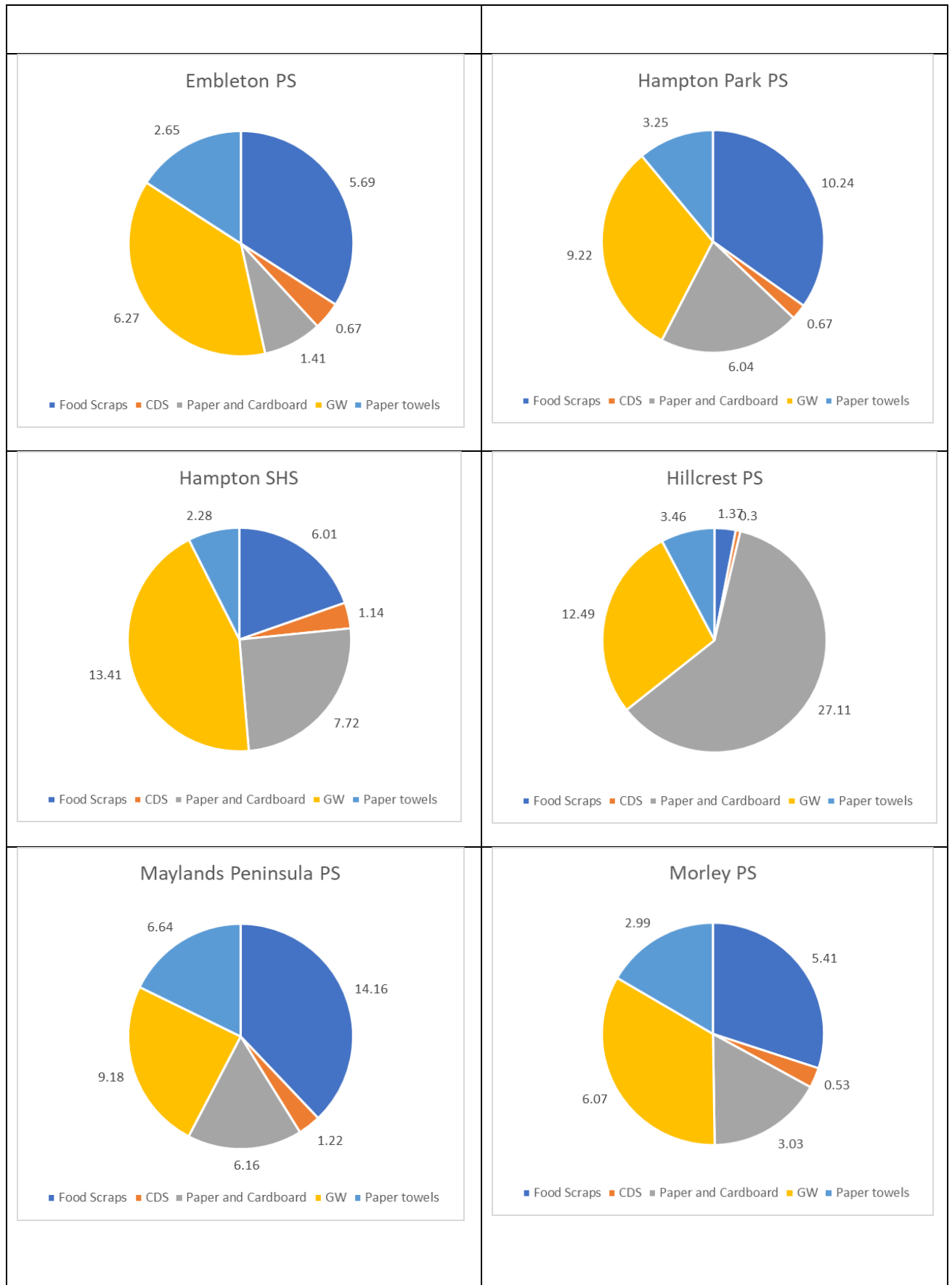
	1.5m GW	1	\$37.84	\$2,005.52	\$509.33	
Camboon PS	3m GW	2	\$47.73	\$5,059.38		Currently paying maximum rate for GW skip with Suez Should request FOGO bins from the Council and could consider green waste skip
Students 346	3m Card	0.5	\$20.13	\$533.45		
<i>New options</i>	4.5m GW	1	\$68.70	\$3,641.10	\$1,418.28	
	3m GW	1.5	47.73	\$3,794.54	\$1,264.85	
Eden Hill PS	3m GW	2	\$47.30	\$5,013.80		Should request FOGO bins from the Council and could consider green waste skip
Students 500	3m Co M	0.33	\$44.00	\$769.56		
<i>New options</i>	4.5m GW	1	\$68.70	\$3,641.10	\$1,372.70	
	3m GW	1.5	\$47.73	\$3,794.54	\$1,219.27	
Embleton PS	3m GW	1	\$47.73	\$2,529.69		Currently paying maximum rate for GW skip with Suez
Students 120						Using FOGO bins for green waste
<i>New options</i>	1.5m GW	1	\$37.84	\$2,005.52	\$524.17	
	3m GW	0.75	\$47.73	\$1,897.27	\$632.42	
Hampton Park PS	3m P&C	0.5	\$17.34	\$459.51		This School volume audits are inaccurate and therefore no suggestion about changes can be made
Students 370	4.5m GW	1	\$69.03	\$3,658.59		
Hampton SHS	3m GW	4	\$45.51	\$9,648.12		Should make changes and consider a green waste skip
Students 900	3m Co M	1	\$21.90	\$1,160.70		
<i>New options</i>	3m GW	3	\$45.51	\$7,236.09		
	3m Green waste	0.5	\$49.50	\$1,311.75	\$1,100.28	
	4.5m GW	2	\$61.83	\$6,553.98		
	3m Green waste	1	\$49.50	\$2,623.50	\$470.64	
Hillcrest PS	1.5m GW	1	\$27.00	\$1,431.00		No Change Needed - School is looking to reduce GW service further
Students 470	3m Card	on call	\$19.94			

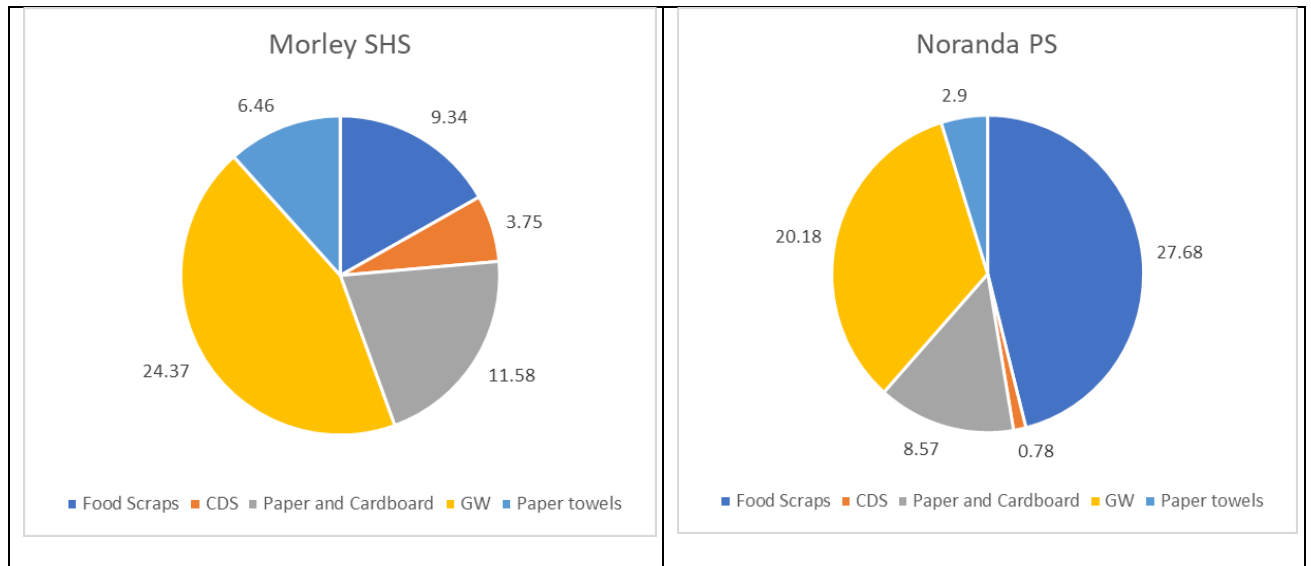


Maylands Peninsula PS	3m GW	on call	\$47.73			Currently paying maximum rate for GW skip with Suez This is a difficult one to suggest change as second bin is on call.
Students 650	.24 Co M	0.5	\$7.43	\$196.90		
	4.5 GW	1	\$66.00	\$3,498.00		
Morley PS	3m GW	1	\$45.95	\$2,435.35		This School should consider a green waste skip - in order to make the figures work some bargaining should be done with Suez pricing
Students 179	1.5m P&C	0.33	\$14.29	\$249.93		
<i>New options</i>	3m GW	0.75	\$45.95	\$1,826.51		
	3m green waste	0.25	\$49.50	\$655.88	-\$47.04	
Morley SHS	3m GW	4	\$41.74	\$8,848.88		Lots of containers for change which could be used for school fundraising
Students 1023	3m Co M	1	\$18.19	\$964.07		
<i>New options</i>	4.5 GW	2	61.83	\$6,553.98	\$2,294.90	
	3m GW	3	41.74	\$6,636.66	\$2,212.22	
Noranda PS	4.5m GW	1	\$68.70	\$3,641.10		For the number of students this School looks correct however the skip bin was always presented less than a 1/3 full
Students 366	.24 Paper	0.5	\$3.00	\$79.50		
<i>New options</i>	3m GW	1	47.73	\$2,529.69	\$1,111.41	

6.7 Appendix G – All School Waste Audit by Weight Reports



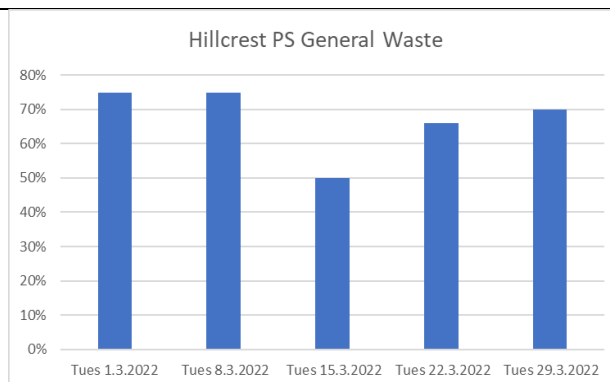
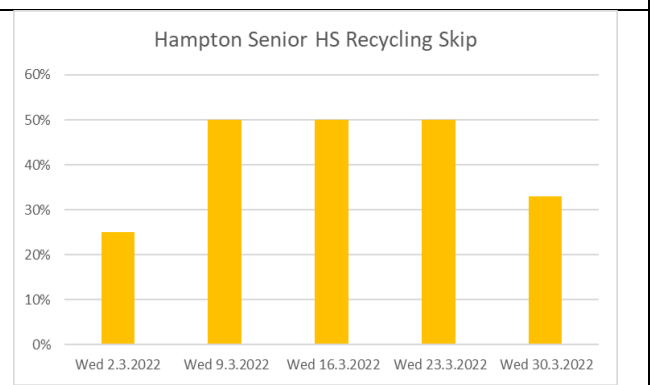
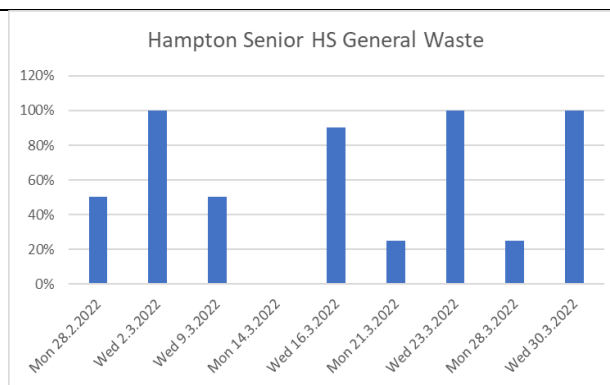
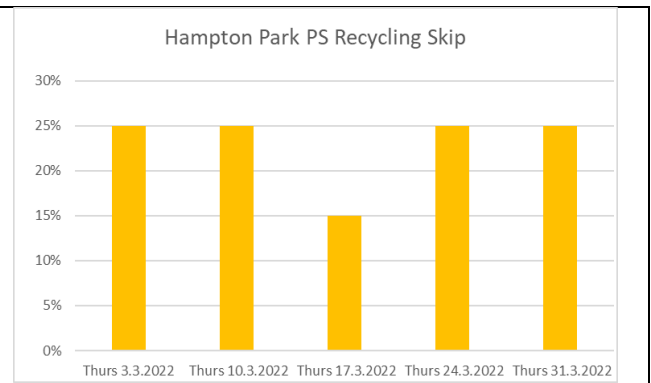
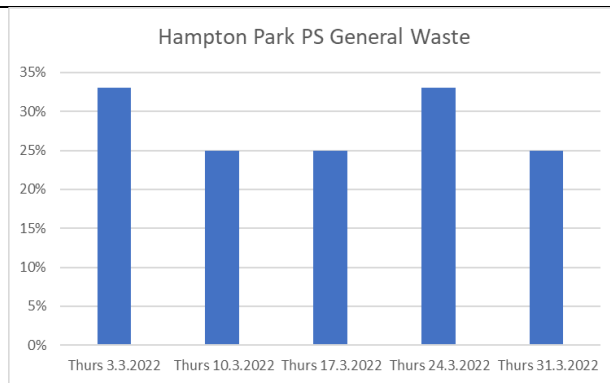




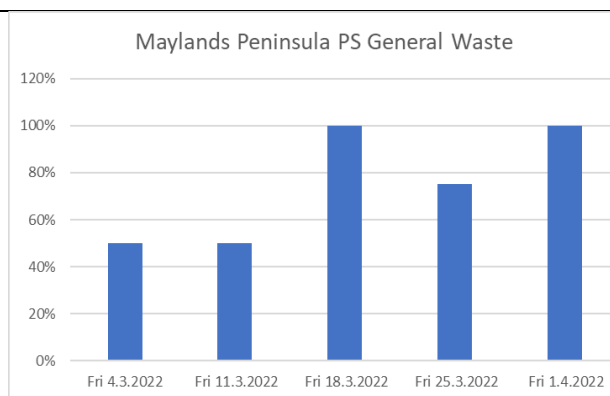
6.8 Appendix H – All School Waste Audit by Volume Reports







Currently only use kerb side recycling bins and cardboard skip is on request.



Recycling bins were unable to always be located.

