



INFORMATION BULLETIN

D2023/08047

**Accompanying the
Ordinary Meeting of Council Agenda
25 May 2023**



Information Bulletin

25 May 2023

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1. REGISTER OF COUNCIL RESOLUTIONS 2023

D2023/08048

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 Reporting on EMRC Strategic Policy implications align with the revised Strategic Plan 2017-2027 and the Sustainability Strategy.

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 – 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)

1. Register of Council Resolutions 2023 (D2023/08365)



COUNCIL RESOLUTION REGISTER 2023

DATE	RESOLUTION	STATUS
1.	<p>23 MARCH 2023</p> <p>7 APPLICATIONS FOR LEAVE OF ABSENCE</p> <p>7.1 CRS CONGERTON, MACWILLIAM, OSTASZEWSKYJ, POLIWKA AND SUTHERLAND</p> <p>THAT COUNCIL APPROVES THE APPLICATIONS FOR LEAVE OF ABSENCE FOR CR CONGERTON FROM 29 MARCH TO 2 APRIL 2023 INCLUSIVE, CR MACWILLIAM FROM 11 TO 18 APRIL 2023 INCLUSIVE, CR OSTASZEWSKYJ ON 13 APRIL 2023, CR POLIWKA ON 13 APRIL 2023 AND CR SUTHERLAND ON 13 APRIL 2023.</p>	COMPLETED
2.	<p>23 MARCH 2023</p> <p>9 CONFIRMATION OF MINUTES OF PREVIOUS MEETING</p> <p>9.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 23 FEBRUARY 2023</p> <p>THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 23 FEBRUARY 2023 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.</p>	COMPLETED
3.	<p>23 MARCH 2023</p> <p>14.1 LIST OF ACCOUNTS PAID DURING THE MONTH OF FEBRUARY 2023 (D2023/05275)</p> <p>THAT COUNCIL NOTES THE CEO'S LIST OF ACCOUNTS FOR FEBRUARY 2023 PAID UNDER DELEGATED POWER IN ACCORDANCE WITH REGULATION 13(1) OF THE LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996, FORMING THE ATTACHMENT TO THIS REPORT TOTTALLING \$9,386,806.88.</p>	COMPLETED
4.	<p>23 MARCH 2023</p> <p>14.2 FINANCIAL REPORT FOR PERIOD ENDED 28 FEBRUARY 2023 (D2023/05276)</p> <p>THAT COUNCIL RECEIVES THE STATEMENT OF COMPREHENSIVE INCOME, CAPITAL EXPENDITURE STATEMENT, STATEMENT OF FINANCIAL POSITION, STATEMENT OF CASH AND INVESTMENTS AND THE INVESTMENT REPORT FOR THE PERIOD ENDED 28 FEBRUARY 2023.</p>	COMPLETED
5.	<p>23 MARCH 2023</p> <p>14.3 APPOINTMENT OF MEMBER TO THE AUDIT COMMITTEE (D2023/05085)</p> <p>THAT BY ABSOLUTE MAJORITY, IN ACCORDANCE WITH SECTION 5.10 OF <i>THE LOCAL GOVERNMENT ACT 1995</i>:</p> <ol style="list-style-type: none"> 1. CR PAUL POLIWKA BE FORMALLY APPOINTED AS A DEPUTY MEMBER OF THE AUDIT COMMITTEE; AND 2. CR ROD HENDERSON BE FORMALLY APPOINTED AS A SECOND DEPUTY MEMBER OF THE AUDIT COMMITTEE. 	COMPLETED
6.	<p>23 MARCH 2023</p> <p>14.4 APPOINTMENT OF MEMBER TO THE CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE (D2023/05578)</p> <p>THAT BY ABSOLUTE MAJORITY, IN ACCORDANCE WITH SECTION 5.10 OF <i>THE LOCAL GOVERNMENT ACT 1995</i>, CR HILARY MACWILLIAM BE FORMALLY APPOINTED AS A COUNCIL MEMBER OF THE CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE.</p>	COMPLETED
7.	<p>23 MARCH 2023</p> <p>14.5 APPOINTMENT OF MEMBER TO THE LEGAL COMMITTEE (D2023/05579)</p> <p>THAT BY ABSOLUTE MAJORITY, IN ACCORDANCE WITH SECTION 5.10 OF <i>THE LOCAL GOVERNMENT ACT 1995</i>:</p> <ol style="list-style-type: none"> 1. CR PAUL POLIWKA BE FORMALLY APPOINTED AS A MEMBER OF THE LEGAL COMMITTEE; 2. CR HILARY MACWILLIAM BE FORMALLY APPOINTED AS A DEPUTY MEMBER OF THE LEGAL COMMITTEE; AND 3. CR ROD HENDERSON BE FORMALLY APPOINTED AS A SECOND DEPUTY MEMBER OF THE LEGAL COMMITTEE. 	COMPLETED

	DATE	RESOLUTION	STATUS
8.	23 MARCH 2023	14.6 WASTE MANAGEMENT COMMUNITY REFERENCE GROUP MEMBERSHIP (D2023/05635) THAT COUNCIL ENDORSES THE NOMINATION OF PENNY STEEL-BROWN AS A COMMUNITY MEMBER OF THE WMCRC, SUCH NOMINATION EXPIRING IN OCTOBER 2025.	COMPLETED
9.	23 MARCH 2023	14.7 CHIEF EXECUTIVE OFFICER ATTENDANCE AT 2023 AUSTRALIAN LANDFILL AND TRANSFER STATION CONFERENCE (D2023/05636) THAT COUNCIL APPROVES THE CHIEF EXECUTIVE OFFICER TO ATTEND THE 2023 AUSTRALIAN LANDFILL & TRANSFER STATION CONFERENCE THAT IS SCHEDULED TO BE HELD IN MELBOURNE, VICTORIA FROM 20 -22 JUNE 2023, AT AN ESTIMATED COST OF \$4,500.	IN PROGRESS
10.	23 MARCH 2023	14.8 CHIEF EXECUTIVE OFFICER ATTENDANCE AT THE 2023 AUSTRALIAN ORGANICS RECYCLING ASSOCIATION (AORA) CONFERENCE (D2023/05974) THAT COUNCIL APPROVES THE EMRC CHIEF EXECUTIVE OFFICER TO ATTEND THE 2023 AUSTRALIAN ORGANICS RECYCLING ORGANISATION (AORA) CONFERENCE, SCHEDULED TO BE HELD IN MELBOURNE, VICTORIA FROM 7 - 9 JUNE 2023, AT AN ESTIMATED COST OF \$4,500.	IN PROGRESS
11.	23 MARCH 2023	14.9 ITEMS CONTAINED IN THE INFORMATION BULLETIN (D2023/05824) THAT THE COUNCIL NOTES THE ITEMS CONTAINED IN THE INFORMATION BULLETIN ACCOMPANYING THE 23 MARCH 2023 ORDINARY MEETING OF COUNCIL AGENDA.	COMPLETED
12.	23 MARCH 2023	14.10 CEO ATTENDANCE AT THE 2023 NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT (D2023/06339) THAT COUNCIL: 1. SUPPORTS THE FOGO MOTION PUT FORWARD TO THE 2023 NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT BY THE TOWN OF BASSENDEAN FORMING THE ATTACHMENT TO THIS REPORT. 2. APPROVES THE EMRC CHIEF EXECUTIVE OFFICER TO ATTEND THE 2023 NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT IN CANBERRA FROM 13 – 16 JUNE 2023 AT AN ESTIMATED COST OF \$3,000.	IN PROGRESS
13.	23 MARCH 2023	15 REPORTS OF COMMITTEES 15.1 AUDIT COMMITTEE MEETING HELD 2 MARCH 2023 (D2023/05824) THAT THE MINUTES OF THE AUDIT COMMITTEE MEETING ON 2 MARCH 2023 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.	COMPLETED
14.	23 MARCH 2023	11.1 COMPLIANCE AUDIT RETURN 2022 D2022/21987 THAT COUNCIL ADOPTS THE DRAFT COMPLIANCE AUDIT RETURN 2022, 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 2023.	COMPLETED

DATE		RESOLUTION	STATUS
15.	23 MARCH 2023	<p>11.2 HALF YEAR BUDGET REVIEW 2022/2023 (D2023/02185)</p> <p>THAT COUNCIL, BY AN ABSOLUTE MAJORITY IN ACCORDANCE WITH R.33A OF THE LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996, ADOPTS THE REVIEW OF THE 2022/2023 BUDGET AND APPROVES ITS SUBMISSION TO THE DEPARTMENT OF LOCAL GOVERNMENT, SPORT AND CULTURAL INDUSTRIES WITHIN 30 DAYS.</p>	COMPLETED
16.	23 MARCH 2023	<p>11.3 RISK MANAGEMENT UPDATE (D2023/02178)</p> <p>THAT COUNCIL NOTES THE UPDATE ON THE STATUS OF THE COUNCIL'S RISK MANAGEMENT PROFILE.</p>	COMPLETED
17.	23 MARCH 2023	<p>17 MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN</p> <p>17.1 NOTICE OF MOTION – CR CONGERTON</p> <p>THAT:</p> <ol style="list-style-type: none"> 1. COUNCIL IN ACCORDANCE WITH S.6.11 OF THE LOCAL GOVERNMENT ACT 1995 ESTABLISHES A COMMITTED CAPITAL EXPENDITURE RESERVE FOR THE PURPOSE OF PROVIDING AND COMMITTING FUNDS FOR ALL APPROVED CAPITAL EXPENDITURE BY EMRC COUNCIL. 2. COUNCIL APPROVES THE TRANSFER OF FUNDS FROM OTHER RESERVES AND MUNICIPAL FUND CONSISTENT WITH ITS INTENDED USE OF MONEY OF THE RESPECTIVE RESERVES TO FUND ALL APPROVED CAPITAL EXPENDITURE. 3. COUNCIL APPROVES THE TRANSFER OF UNEXPENDED FUNDS FROM THE COMMITTED CAPITAL EXPENDITURE RESERVE BACK TO THE RESPECTIVE RESERVES OR MUNICIPAL FUND WHERE THE ORIGINAL FUNDING SOURCE WAS FROM, FOLLOWING THE COMPLETION OF THE RESPECTIVE CAPITAL EXPENDITURE PROGRAM. 	IN PROGRESS
18.	23 MARCH 2023	<p>19 CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC</p> <p>19.1 HAZELMERE RESOURCE RECOVERY PARK - WASTE TRANSFER STATION UPDATE (D2023/05598)</p> <p>THAT:</p> <ol style="list-style-type: none"> 1. THAT COUNCIL APPROVE A FURTHER 10% CONTINGENCY ON THE CONTRACT SUM AS DETAILED IN THE REPORT FOR THE CHANGES TO THE DETAILED DESIGN AND ANY FURTHER CONTRACT VARIATIONS TO TENDER 2021-006 – CONSTRUCTION OF HAZELMERE RESOURCE RECOVERY PARK – WASTE TRANSFER STATION AS AGREED BETWEEN THE EMRC CEO AND BISTEL CONSTRUCTION PTY LTD. 2. THAT COUNCIL APPROVE AN UNBUDGETED PROVISIONAL SUM AS DETAILED IN THE REPORT AT PARAGRAPH 23 SHOULD IT BE NECESSARY TO MAKE PAYMENT, OR PART PAYMENT, IN THE EVENT OF A CLAIM MADE BY THE CONTRACTOR. 3. THE REPORT REMAINS CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND THE CEO. 	IN PROGRESS
19.	23 MARCH 2023	<p>19.2 HAZELMERE WOOD WASTE TO ENERGY PLANT UPDATE (D2023/05656)</p> <p>THAT:</p> <ol style="list-style-type: none"> 1. THE REPORT BE RECEIVED. 2. THE REPORT REMAINS CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO. 	COMPLETED

DATE		RESOLUTION	STATUS
20.	23 MARCH 2023	<p>19.3 AIR POLLUTION CONTROL RESIDUE DISPOSAL (APCr) – MAJOR UNDERTAKING (D2023/05660)</p> <p>THAT:</p> <ol style="list-style-type: none"> 1. NOTING NO PUBLIC SUBMISSION WAS RECEIVED COUNCIL ADOPTS THE BUSINESS PLAN FOR A MAJOR TRADING UNDERTAKING FORMING AN ATTACHMENT TO THIS REPORT. 2. COUNCIL ADOPTS THE APCR BUSINESS CASE INCLUDING THE BUDGET FOR CAPITAL AND OPERATING EXPENSES. 3. THE REPORT AND ATTACHMENTS REMAIN CONFIDENTIAL AND ARE CERTIFIED BY THE EMRC CHAIRMAN AND THE CHIEF EXECUTIVE OFFICER. 	IN PROGRESS
21.	23 MARCH 2023	<p>19.4 BUSINESS PLAN FOR A MAJOR LAND TRANSACTION, RED HILL WASTE MANAGEMENT FACILITY TO WOODSIDE ENERGY PTY LTD (D2023/05658)</p> <p>THAT:</p> <ol style="list-style-type: none"> 1. THE REPORT BE RECEIVED. 2. COUNCIL ENDORSES THE DRAFT BUSINESS PLAN FOR A MAJOR LAND TRANSACTION FORMING THE ATTACHMENT TO THIS REPORT. 3. IN ACCORDANCE WITH S.3.59(4) OF THE LOCAL GOVERNMENT ACT 1995, THAT PUBLIC NOTICE BE GIVEN TO SEEK PUBLIC CONSULTATION OF THE EMRC PROPOSAL TO COMMENCE THE MAJOR LAND TRANSACTION. 4. THE REPORT REMAINS CONFIDENTIAL AND IS CERTIFIED BY THE EMRC CHAIRMAN AND THE CHIEF EXECUTIVE OFFICER. 	IN PROGRESS
22.	23 MARCH 2023	<p>19.5 UPGRADE TO MAINS CONNECTION – HYDRANT SUPPLY, HAZELMERE (D2023/05662)</p> <p>THAT:</p> <ol style="list-style-type: none"> 1. COUNCIL BY ABSOLUTE MAJORITY APPROVES UNBUDGETED EXPENDITURE AS DETAILED IN THE REPORT. 2. THE REPORT AND ATTACHMENT REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND THE CEO. 	COMPLETED
23.	23 MARCH 2023	<p>19.6 EXEMPTION FROM TENDER REGULATIONS FOR A CONTRACTOR (D2023/05664)</p> <p>THAT:</p> <ol style="list-style-type: none"> 1. COUNCIL NOTES THAT BECAUSE OF THE SERVICE PROVIDER'S UNIQUE POSITION TO PROVIDE A PRIVATE TRADE WASTE SEWER CONNECTION, IT HAS GOOD REASON TO BELIEVE THERE IS UNLIKELY TO BE ANY OTHER SUPPLIER WHO CAN PROVIDE A SIMILAR VALUE FOR MONEY SERVICE. 2. IN ACCORDANCE WITH R.11(2)(F) OF THE LOCAL GOVERNMENT (FUNCTIONS AND GENERAL) REGULATIONS 1996 TENDERS ARE NOT PUBLICLY INVITED ON THIS OCCASION. 3. COUNCIL BY ABSOLUTE MAJORITY IN ACCORDANCE WITH S.5.42 OF THE LOCAL GOVERNMENT ACT 1995, DELEGATES AUTHORITY TO THE CHIEF EXECUTIVE OFFICER TO NEGOTIATE AND ENTER INTO AN AGREEMENT WITH SERVICE PROVIDER, AS DESCRIBED IN THE REPORT. 	IN PROGRESS

	DATE	RESOLUTION	STATUS
24.	23 MARCH 2023	<p>19.7 REQUEST FOR TENDER RFT 2022-010 – TO DESIGN, SUPPLY, INSTALLATION AND COMMISSION OF AN APCr IMMOBILISATION PLANT (D2023/05665)</p> <p>THAT:</p> <ol style="list-style-type: none"> 1. COUNCIL AWARDS TENDER RFT 2022-010 TO DESIGN, SUPPLY, INSTALL, AND COMMISSION AN APCR IMMOBILISATION PLANT TO ENVIROPACIFIC FOR A CONTRACT TERM OF EIGHT (8) MONTHS UP TO A TOTAL COST IDENTIFIED IN THE REPORT, SUBJECT TO THE EXECUTION OF THE APCR AGREEMENT BETWEEN EMRC AND AVERTAS ENERGY. 2. COUNCIL, BY ABSOLUTE MAJORITY IN ACCORDANCE WITH S.5.42 OF THE LOCAL GOVERNMENT ACT 1995 DELEGATES AUTHORITY TO THE CHIEF EXECUTIVE OFFICER TO EXERCISE THE OPTION TO PROCEED WITH THE ADDITIONAL ITEMS IDENTIFIED IN THE REPORT, SUBJECT TO A REVIEW OF THE BUSINESS CASE OUTCOMES FOR THE ADDITIONAL CAPITAL EXPENDITURE. 3. THE CEO BE AUTHORISED, ON BEHALF OF THE EMRC TO ENTER A CONTRACT WITH ENVIROPACIFIC IN ACCORDANCE WITH THEIR SUBMITTED TENDER, SUBJECT TO ANY MINOR VARIATIONS THAT MAY BE AGREED ON BETWEEN THE CEO AND ENVIROPACIFIC. 4. COUNCIL AUTHORISES A 10% CONTINGENCY BASED ON THE TENDERED PRICE SCHEDULE, FOR ANY CONTRACT VARIATIONS THAT MAY ARISE FOR TENDER RFT 2022-010. 5. COUNCIL, BY ABSOLUTE MAJORITY AUTHORISES THE ADDITIONAL UNBUDGETED FUNDS IDENTIFIED IN THE REPORT TO UNDERTAKE THE TENDER RFT 2022-010. 6. THE REPORT AND ATTACHMENT REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND THE CEO. 	IN PROGRESS
25.	23 MARCH 2023	<p>19.8 REGIONAL WASTE COLLECTION SERVICE UPDATE (D2023/05669)</p> <p>THAT:</p> <ol style="list-style-type: none"> 1. COUNCIL ADOPTS THE BUSINESS PLAN FOR A MAJOR TRADING UNDERTAKING FORMING THE ATTACHMENT TO THIS REPORT. 2. COUNCIL APPROVES THE BUSINESS CASE AND INITIAL BUDGET FOR THE REGIONAL WASTE COLLECTION SERVICE WHICH FORMS AN ATTACHMENT TO THIS REPORT. 3. COUNCIL AUTHORISES THE CEO TO FINALISE AND EXECUTE THE PARTICIPANTS AGREEMENT AND SERVICES SPECIFICATION WITH THE SHIRE OF MUNDARING TO PROVIDE WASTE COLLECTION SERVICES TO THE SHIRE OF MUNDARING FROM 1 JULY 2023 TO 30 JUNE 2033. 4. THE REPORT AND ATTACHMENTS 2 AND 3 REMAIN CONFIDENTIAL AND ARE CERTIFIED BY THE EMRC CHAIRMAN AND THE CHIEF EXECUTIVE OFFICER. 	IN PROGRESS

	DATE	RESOLUTION	STATUS
26.	23 FEBRUARY 2023	<p>5 ELECTIONS OF EMRC DEPUTY CHAIRMAN</p> <p>5.1 ELECTION AND SWEARING IN OF EMRC DEPUTY CHAIRMAN</p> <p>THAT CR DOUG JEANS BE ELECTED AS DEPUTY CHAIRMAN OF THE EASTERN METROPOLITAN REGIONAL COUNCIL FOR THE TERM COMMENCING FROM 23 FEBRUARY 2023 UNTIL THE ELECTION OF A NEW DEPUTY CHAIRMAN.</p>	COMPLETED
27.	23 FEBRUARY 2023	<p>10 CONFIRMATION OF MINUTES OF PREVIOUS MEETING</p> <p>10.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 24 NOVEMBER 2022</p> <p>THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 24 NOVEMBER 2022 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.</p>	COMPLETED
28.	23 FEBRUARY 2023	<p>10.2 MINUTES OF THE SPECIAL MEETING OF COUNCIL HELD ON 19 DECEMBER 2022</p> <p>THAT THE MINUTES OF THE SPECIAL MEETING OF COUNCIL HELD ON 19 DECEMBER 2022 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.</p>	COMPLETED
29.	23 FEBRUARY 2023	<p>15 REPORTS OF EMPLOYEES</p> <p>15.1 LIST OF ACCOUNTS PAID DURING THE MONTH NOVEMBER 2022, DECEMBER 2022 AND JANUARY 2023 (D2022/21953)</p> <p>THAT COUNCIL NOTES THE CEO'S LIST OF ACCOUNTS FOR NOVEMBER 2022, DECEMBER 2022 AND JANUARY 2023 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 \$27,362,586.37.</p>	COMPLETED
30.	23 FEBRUARY 2023	<p>15.2 FINANCIAL REPORT FOR PERIOD ENDED 30 NOVEMBER 2022 (D2022/21955)</p> <p>THAT COUNCIL RECEIVES THE STATEMENT OF COMPREHENSIVE INCOME, CAPITAL EXPENDITURE STATEMENT, STATEMENT OF FINANCIAL POSITION, STATEMENT OF CASH AND INVESTMENTS AND THE INVESTMENT REPORT FOR THE PERIOD ENDED 30 NOVEMBER 2022.</p>	COMPLETED
31.	23 FEBRUARY 2023	<p>15.3 FINANCIAL REPORT FOR THE PERIOD ENDED 31 DECEMBER 2022 (D2023/01717)</p> <p>THAT COUNCIL RECEIVES THE STATEMENT OF COMPREHENSIVE INCOME, CAPITAL EXPENDITURE STATEMENT, STATEMENT OF FINANCIAL POSITION, STATEMENT OF CASH AND INVESTMENTS AND THE INVESTMENT REPORT FOR THE PERIOD ENDED 31 DECEMBER 2022.</p>	COMPLETED
32.	23 FEBRUARY 2023	<p>15.4 FINANCIAL REPORT FOR THE PERIOD ENDED 31 JANUARY 2023 (D2023/01869)</p> <p>THAT COUNCIL RECEIVES THE STATEMENT OF COMPREHENSIVE INCOME, CAPITAL EXPENDITURE STATEMENT, STATEMENT OF FINANCIAL POSITION, STATEMENT OF CASH AND INVESTMENTS AND THE INVESTMENT REPORT FOR THE PERIOD ENDED 31 JANUARY 2023.</p>	COMPLETED

	DATE	RESOLUTION	STATUS
33.	23 FEBRUARY 2023	<p>15.5 REVIEW OF COUNCIL POLICIES (D2023/03513)</p> <p>THAT:</p> <ol style="list-style-type: none"> 1. WITH THE EXCEPTION OF COUNCIL POLICY 15.4, 15.5, 15.8, 15.9, WHICH IS WITHDRAWN, COUNCIL ADOPTS THE POLICIES AS REVIEWED AND AMENDED FORMING ATTACHMENT 3 TO THIS REPORT. 2. THE ADOPTED POLICIES, AS REVIEWED AND AMENDED FORMING ATTACHMENT 3 TO THIS REPORT, BE SCHEDULED TO BE REVIEWED IN FOUR YEARS. 	COMPLETED
34.	23 FEBRUARY 2023	<p>15.6 REVIEW OF DELEGATED POWERS AND DUTIES (D2023/03567)</p> <p>THAT COUNCIL RE-AFFIRMS THE DELEGATED POWERS AND DUTIES AS LISTED IN THE REPORT.</p>	COMPLETED
35.	23 FEBRUARY 2023	<p>15.7 CONTRIBUTION TO PARTICIPATING MEMBER COUNCILS FOR THE IMPLEMENTATION OF FOOD ORGANICS AND GARDEN ORGANICS (FOGO) (D2023/03568)</p> <p>THAT COUNCIL DECLARES ON THIS DAY 23 FEBRUARY 2023, A FOGO DISTRIBUTION TOTALLING \$1,575,200 FROM THE SECONDARY WASTE RESERVE TO BE DISTRIBUTED TO PARTICIPATING MEMBER COUNCILS ON OR BEFORE 30 JUNE 2023 AS DETAILED IN THIS REPORT.</p>	IN PROGRESS
36.	23 FEBRUARY 2023	<p>15.8 REQUEST FOR TENDER RFT 2022 – 008 – PROVISION OF MATTRESS COLLECTION AND RECYCLING SERVICES (D2023/03207)</p> <p>THAT:</p> <ol style="list-style-type: none"> 1. COUNCIL AWARDS TENDER RFT 2022-008 PROVISION OF MATTRESS AND RECYCLING SERVICES FOR THE COLLECTION AND RECYCLING OF REDUNDANT MATTRESSES RECEIVED AT THE HAZELMERE RESOURCE RECOVERY PARK AND THE BAYWASTE TRANSFER STATION ON A FIXED SCHEDULE OF RATES (SUBJECT TO ANNUAL CPI ADJUSTMENTS) FOR TWO YEARS WITH THREE OPTIONAL ONE YEAR EXTENSIONS AT THE SOLE DISCRETION OF THE EMRC TO SC GREIG SM GREIG T/A PERTH MATTRESS FURNITURE RECYCLING COMPANY FOR A TOTAL COST OF \$1,132,200.00 FOR TWO YEARS (EX GST) BASED ON THE RECEIVAL OF APPROXIMATELY 18,870 MATTRESSES A YEAR AND INCLUDING A 20% CONTINGENCY AT THE TENDERED RATE OF \$25.00 PLUS GST PER MATTRESS. 2. THE CEO BE AUTHORISED ON BEHALF OF THE EMRC TO ENTER INTO A CONTRACT WITH SC GREIG SM GREIG T/A PERTH MATTRESS AND FURNITURE RECYCLING COMPANY IN ACCORDANCE WITH THEIR SUBMITTED TENDER, SUBJECT TO ANY MINOR VARIATIONS THAT MAY BE AGREED UPON BETWEEN THE EMRC AND SC GREIG SM GREIG T/A PERTH MATTRESS AND FURNITURE RECYCLING COMPANY. 	COMPLETED
37.	23 FEBRUARY 2023	<p>15.9 ITEMS CONTAINED IN THE INFORMATION BULLETIN (D2022/21945)</p> <p>THAT THE COUNCIL NOTES THE ITEMS CONTAINED IN THE INFORMATION BULLETIN ACCOMPANYING THE 23 FEBRUARY 2023 ORDINARY MEETING OF COUNCIL AGENDA.</p>	COMPLETED

2. CEO EXERCISE OF DELEGATED POWERS AND DUTIES

D2023/08049

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
C5/2016	24/03/2016	By absolute majority in accordance with section 5.42 of the <i>Local Government Act 1995</i> , delegates authority to the CEO to exercise the option to extend any contract awarded under a tender with further extension periods following the initial contract period, subject to satisfactory performance.	The greenwaste shredding & transport contract was extended for a further period of 12 months to 31 March 2024. (Ref: D2023/07080).
C5/2016	24/03/2016	By absolute majority in accordance with section 5.42 of the <i>Local Government Act 1995</i> , delegates authority to the CEO to exercise the option to extend any contract awarded under a tender with further extension periods following the initial contract period, subject to satisfactory performance.	The supply of alternative daily cover contract was extended for a further period of 12 months to 3 March 2024. (Ref: D2023/06654).

STRATEGIC/POLICY IMPLICATIONS

- 4 Reporting on EMRC Strategic Policy implications align with the revised Strategic Plan 2017-2027 and the Sustainability Strategy:
Target - Sustainability integrated into management processes.

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 2022/2023 COUNCIL TONNAGE COMPARISONS AS AT 30 APRIL 2023

D2023/08050

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 April 2023.

SOURCE OF REPORT

Chief Financial Officer

REPORT

- 1 A total of 107,795 tonnes were received from member Councils at the Red Hill Waste Disposal Site (Red Hill) during the reporting period, compared to 109,811 tonnes received during the same period in 2021/2022.
- 2 “Other” waste tonnages totalling 87,316 tonnes were received at Red Hill during the reporting period compared to 72,526 tonnes received during the same period in 2021/2022.
- 3 During the reporting period a combined total of 195,111 tonnes compared to 182,337 tonnes during the previous corresponding 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 11,323 tonnes compared to 10,483 tonnes for the same period in 2021/2022.
 - The sale of fines and woodchip totalled 10,589 tonnes, compared to 10,911 tonnes for the same period in 2021/2022.
 - Incoming Commercial and Industrial (C&I) Waste totalled 124 tonnes, compared to 181 tonnes for the same period in 2021/2022.
 - Mattresses incoming totalled 17,258 compared to 14,243 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 Reporting on EMRC Strategic Policy implications align with the revised Strategic Plan 2017-2027 and the Sustainability Strategy:

Target - Sustainability integrated into management processes

FINANCIAL IMPLICATIONS

- 7 As reflected in monthly financial reports.

SUSTAINABILITY IMPLICATIONS

- 8 Nil

RISK MANAGEMENT

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 (D2023/08169)

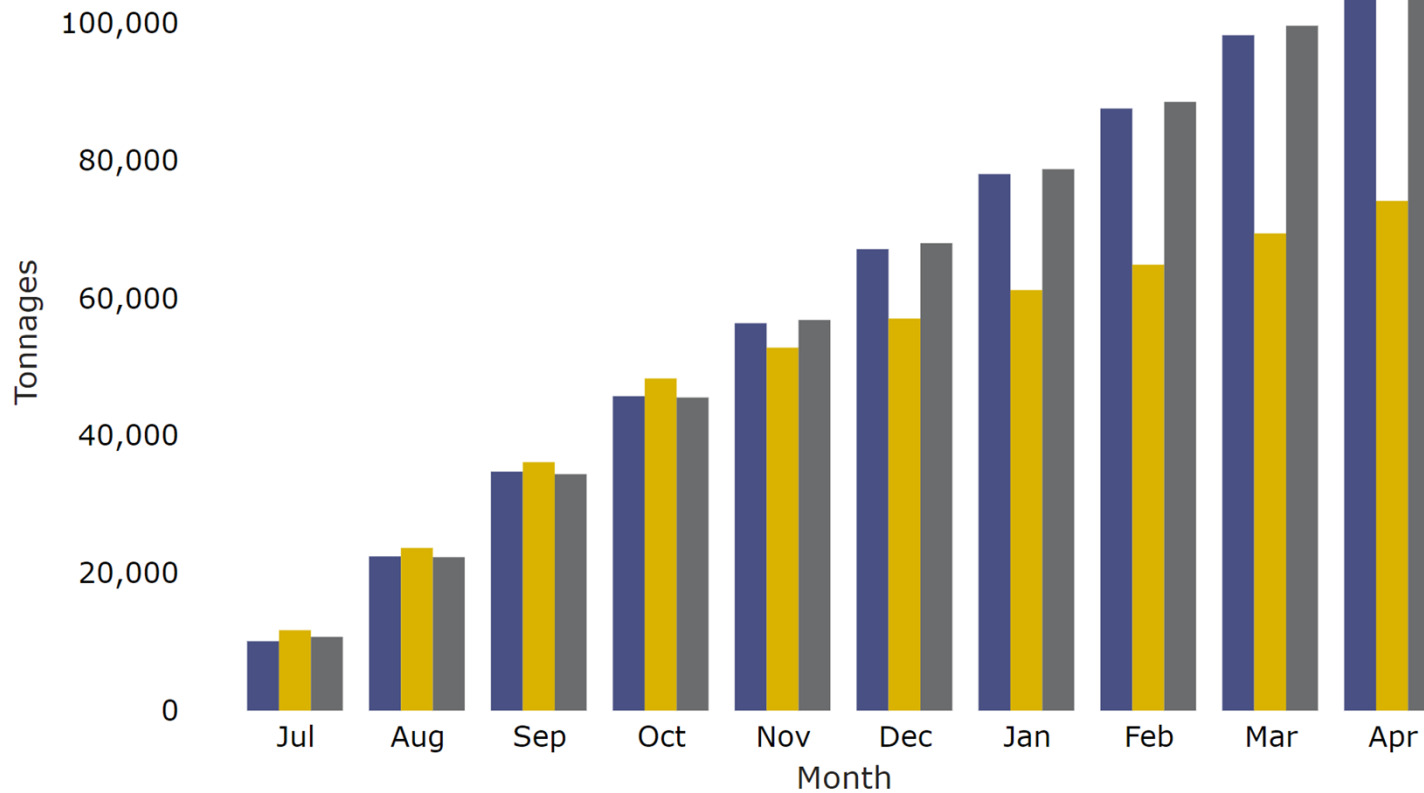
EMRC Tonnage Analysis

as at 30 April 2023



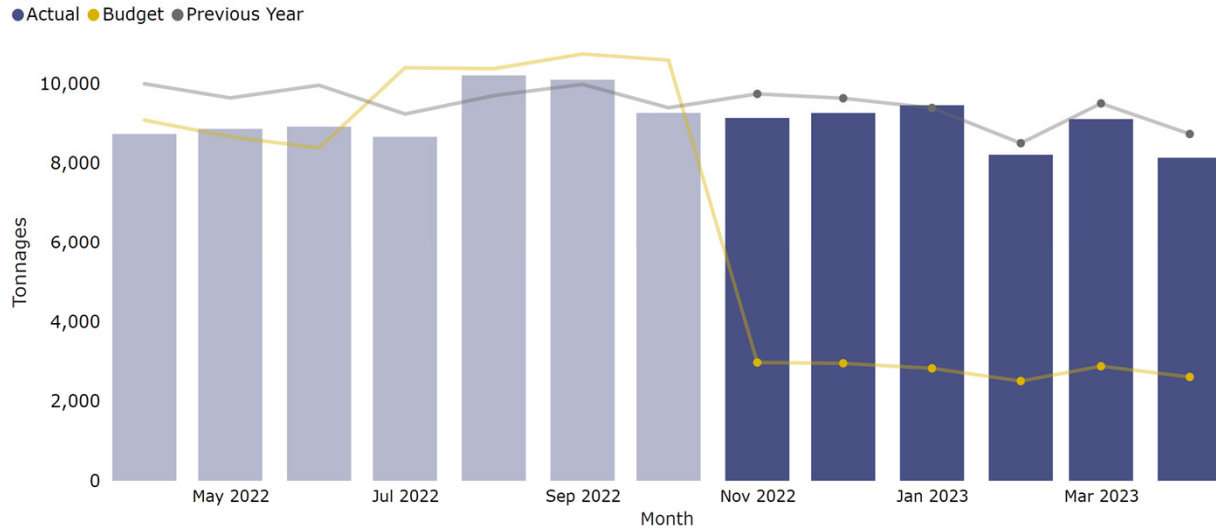
2022/2023 Member Council YTD Overall Tonnages

● Actual FY 2023 ● Budget FY 2023 ● Previous Year

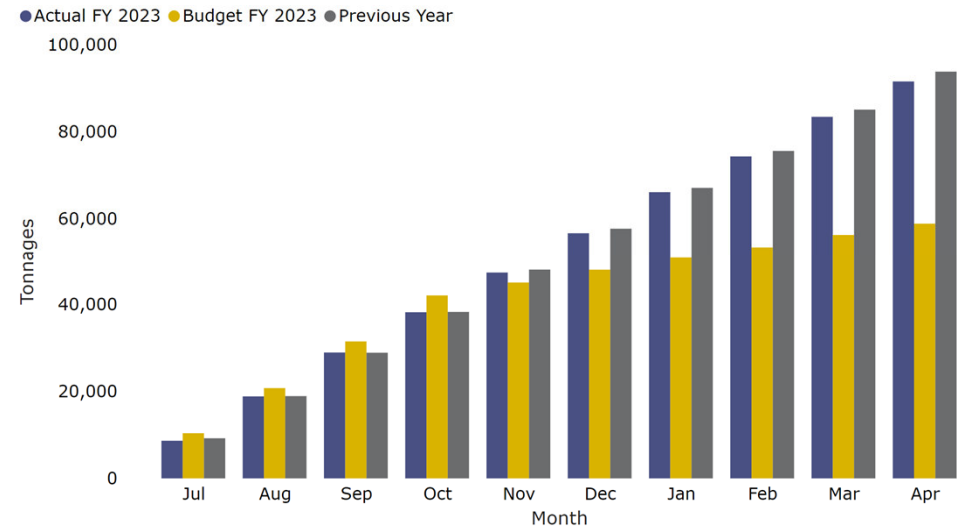


2022/2023 Tonnages

13 month rolling Class III Tonnages for Member Council

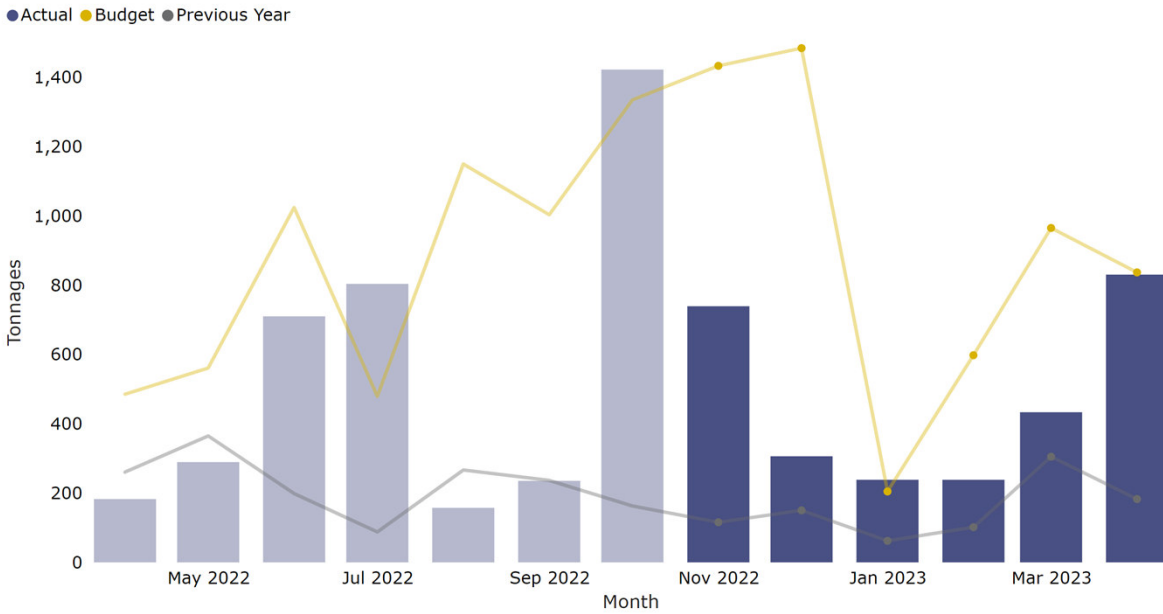


Member Council Class III YTD

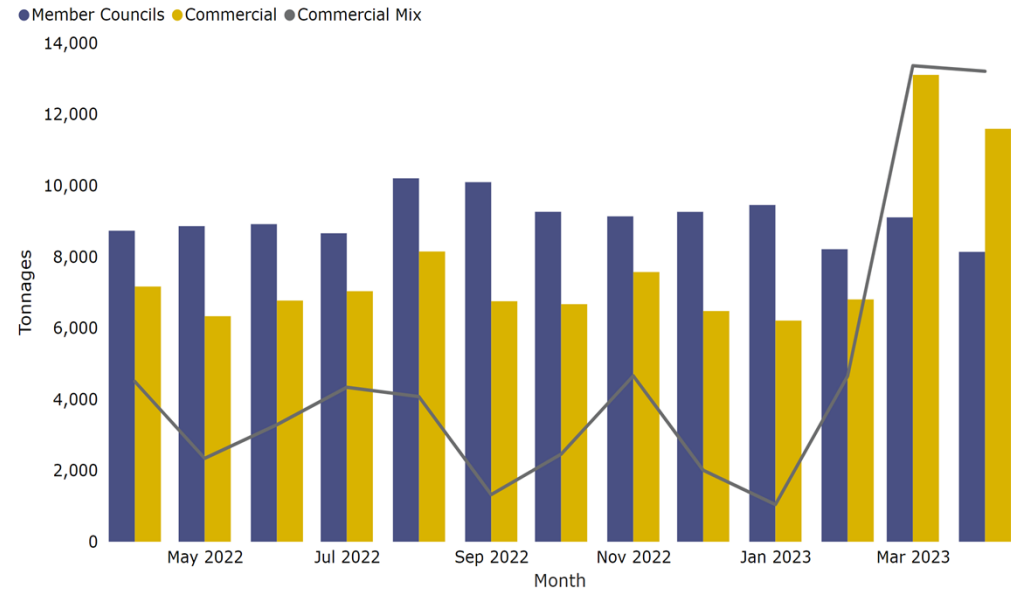


2022/2023 Tonnages

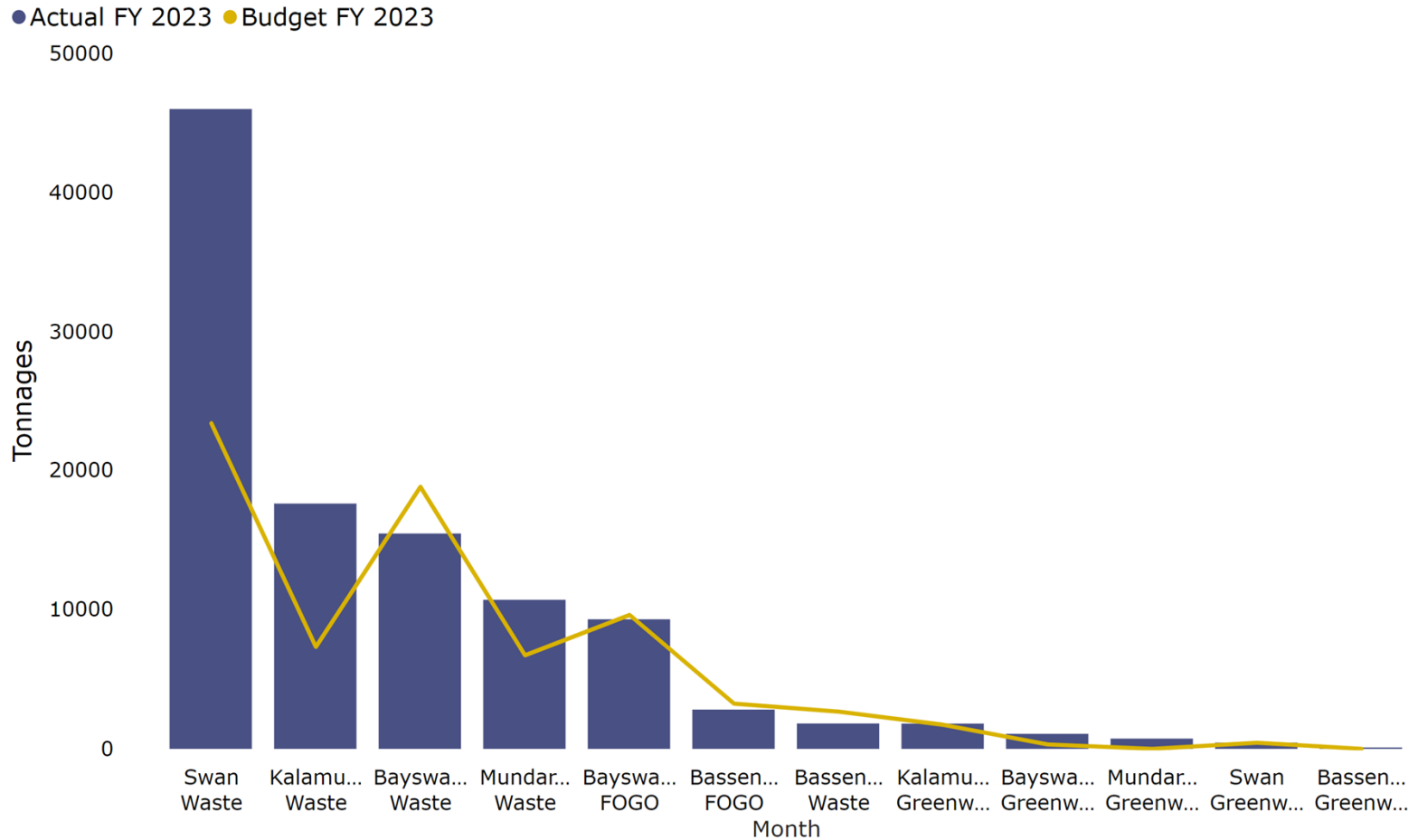
13 month rolling Class IV Tonnages



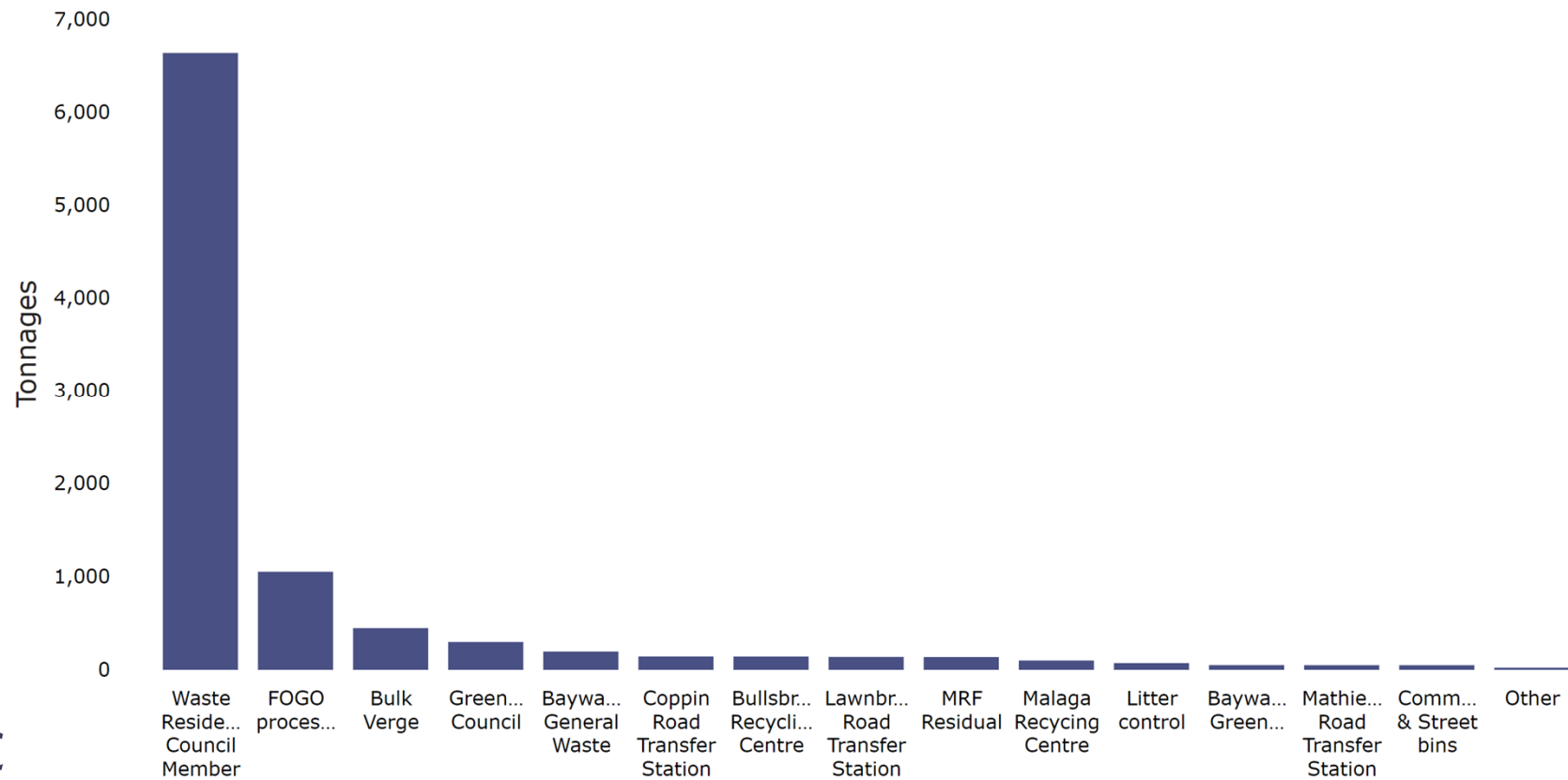
13 month rolling Member Council / Commercial Mix



2022/2023 EMRC Combined Waste Report YTD April 2023

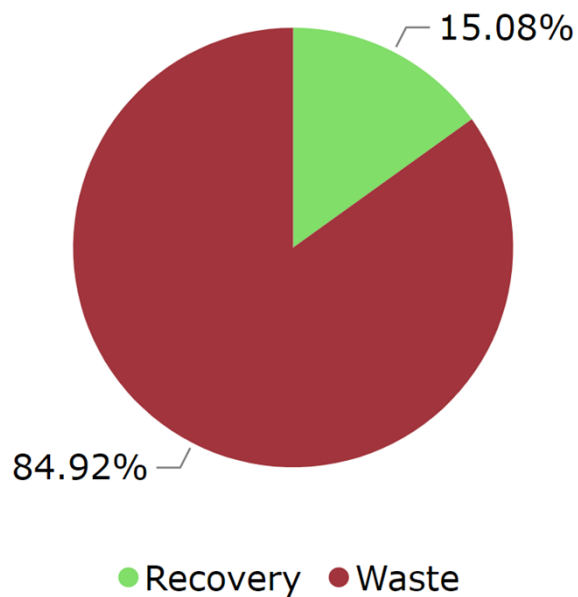


2022/2023 EMRC Waste Receipt Report YTD April 2023



2022/2023 Total Member Council % Recovery @ EMRC

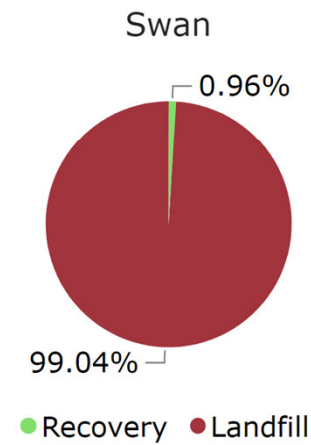
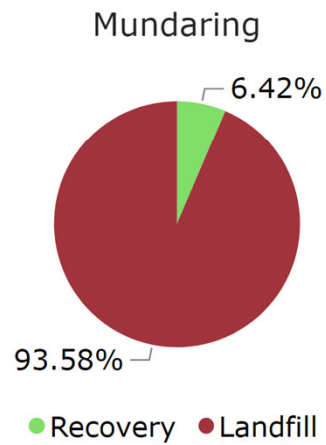
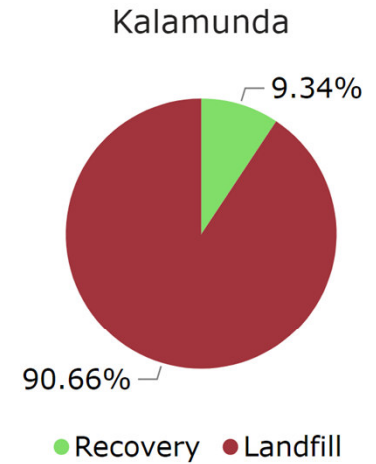
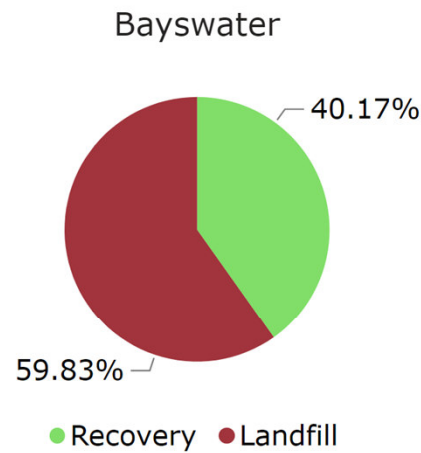
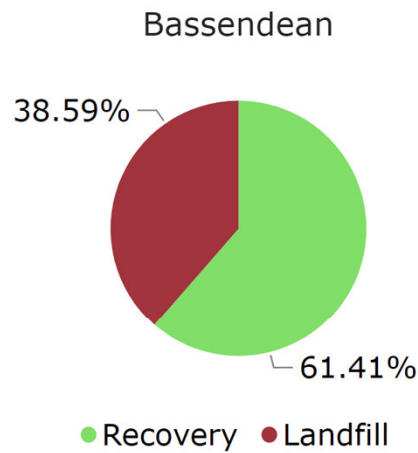
RECOVERY / LANDFILL



Council	Landfill	Recovery
Bassendean	38.59%	61.41%
Bayswater	59.83%	40.17%
Kalamunda	90.66%	9.34%
Mundaring	93.58%	6.42%
Swan	99.04%	0.96%
Total	84.92%	15.08%

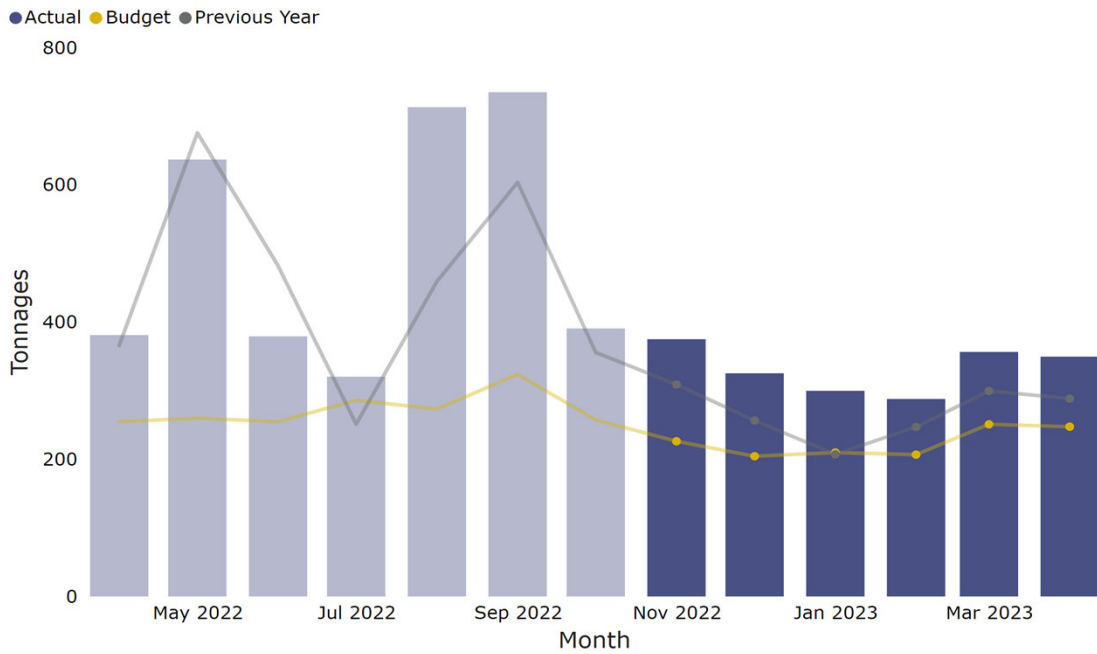


2022/2023 Member Council Recovery @ EMRC

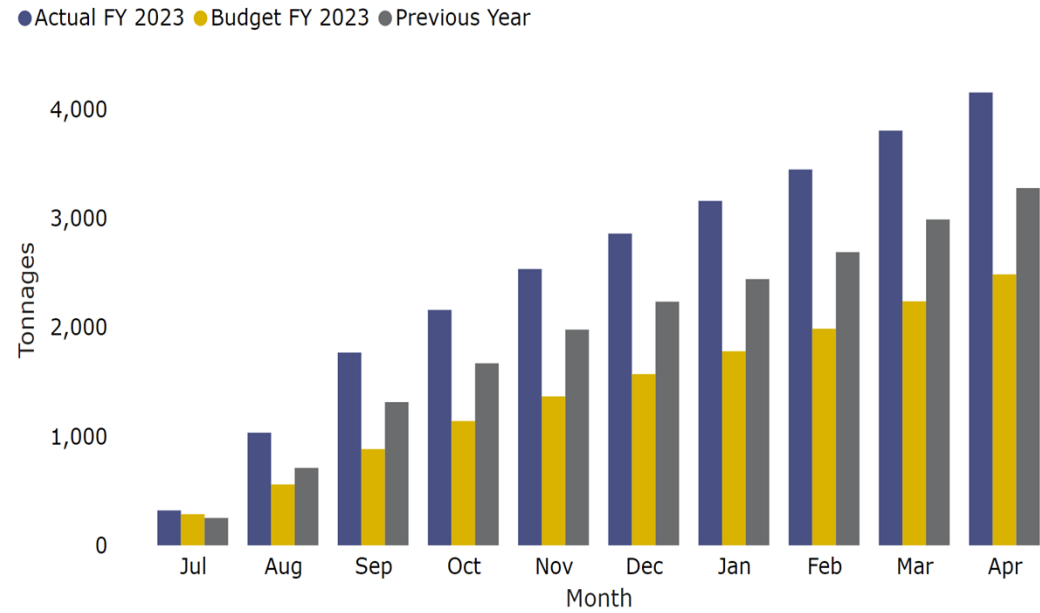


2022/2023 Greenwaste Tonnages

13 month rolling Greenwaste Tonnages for Member Council



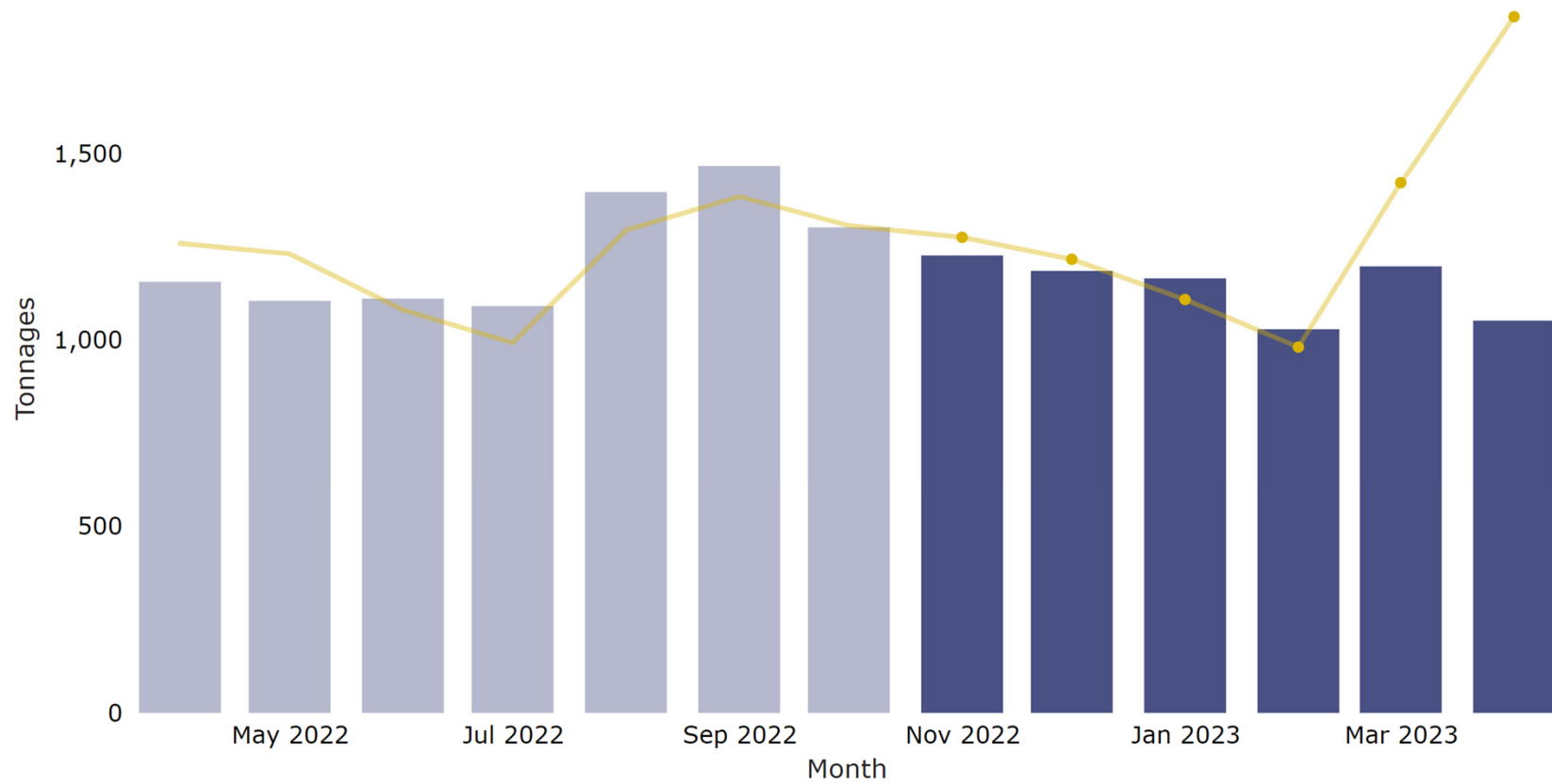
Member Council Greenwaste Tonnages YTD



2022/2023 FOGO Tonnages

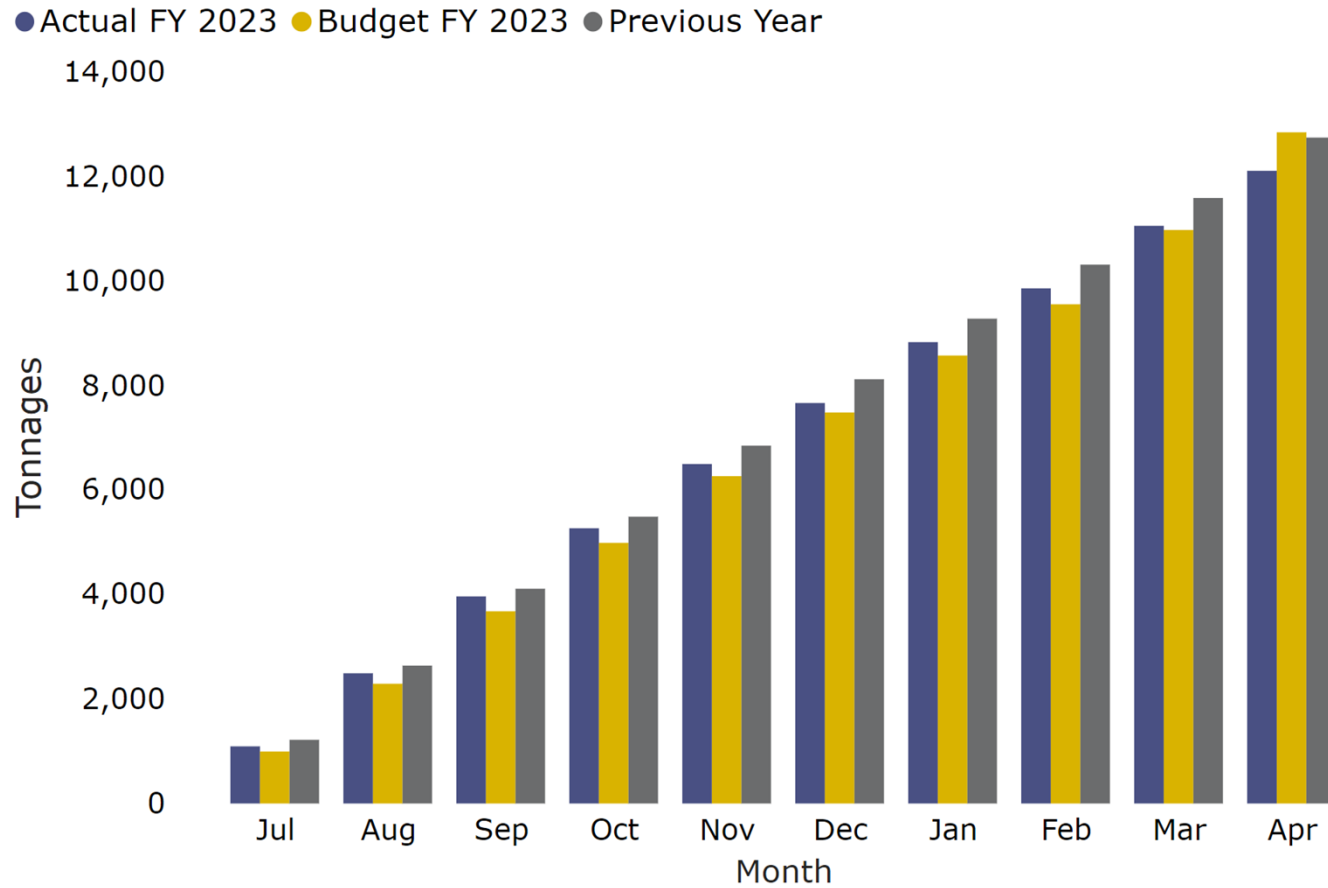
13 month rolling FOGO Tonnages

● Actual ● Budget



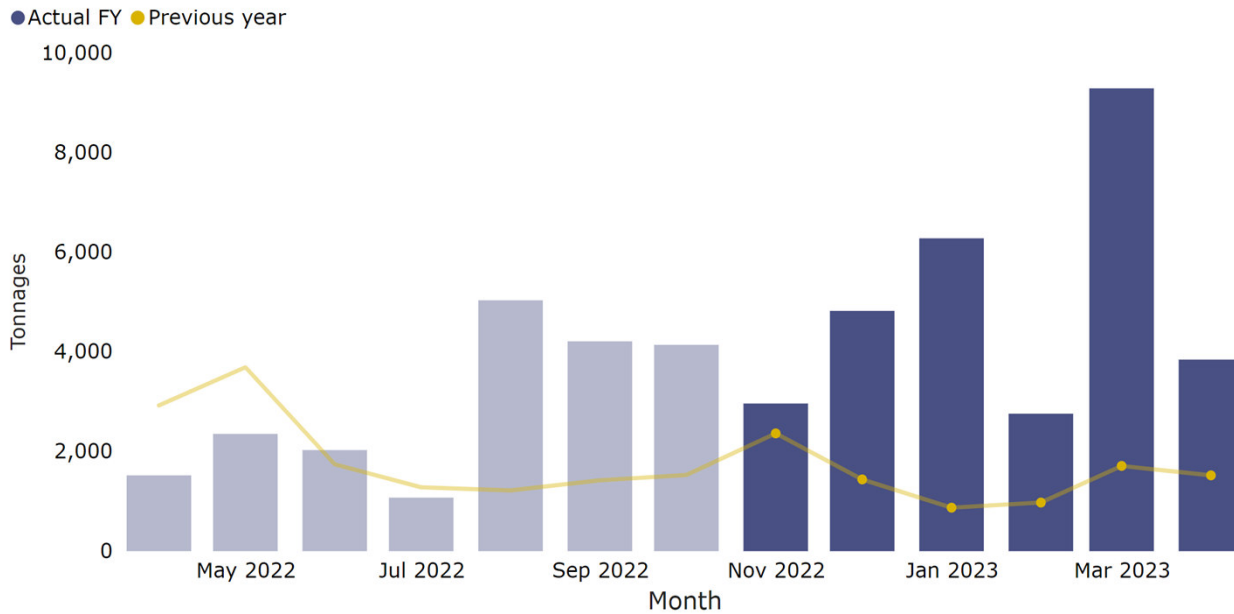
2022/2023 FOGO Tonnages

FOGO YTD Tonnages

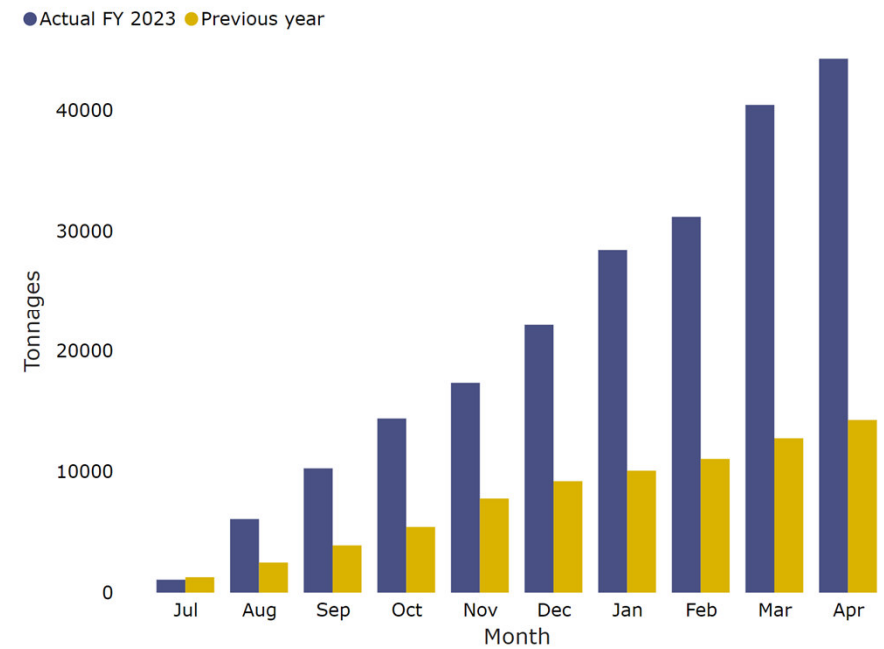


2022/2023 Product Sales

All Products - 13 month rolling Tonnages

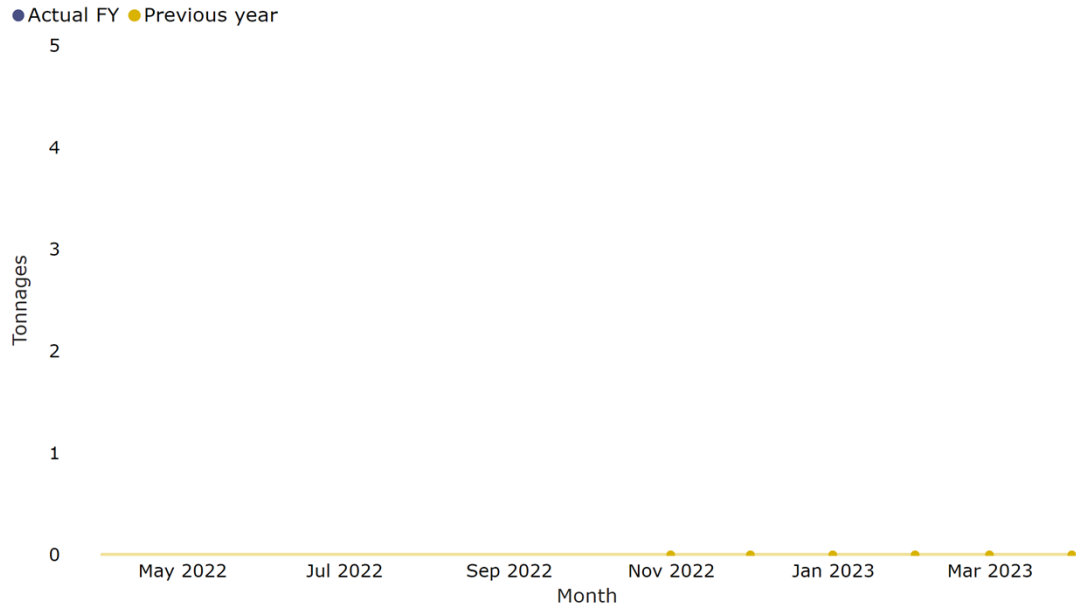


All Products - YTD

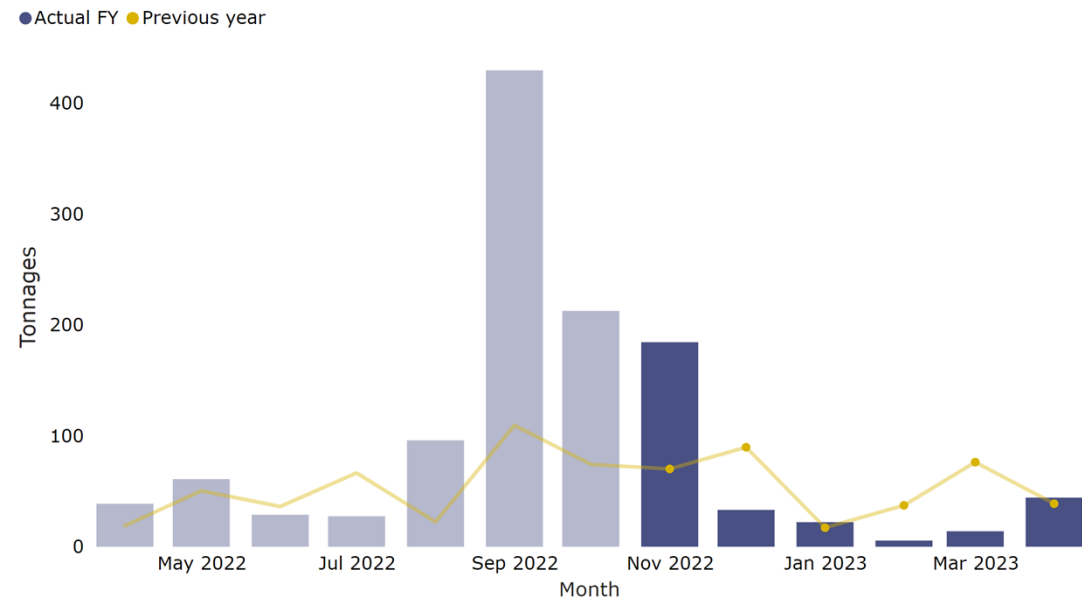


2022/2023 Product Sales

Clay - 13 month rolling Tonnages

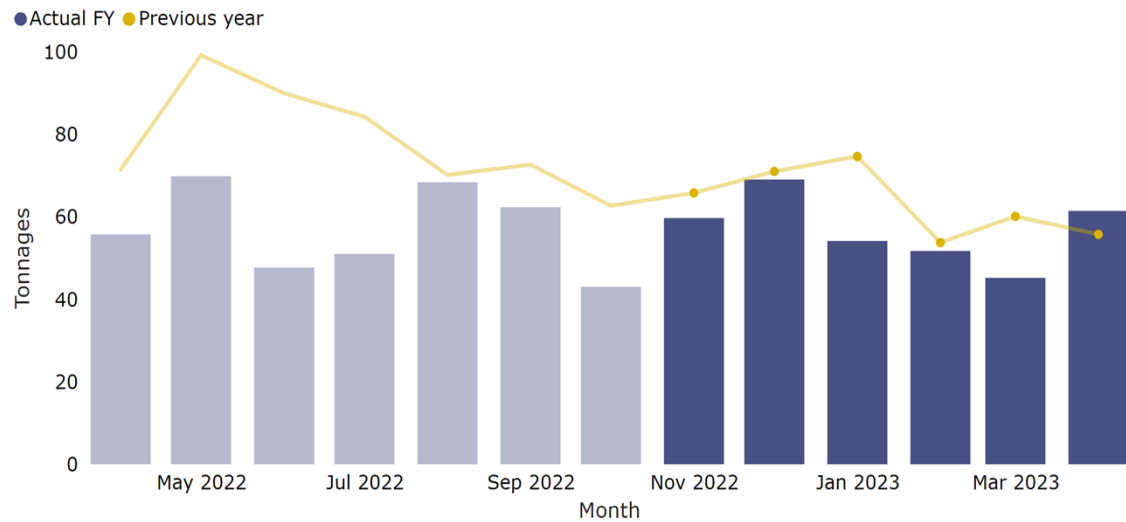


Mulch - 13 month rolling Tonnages

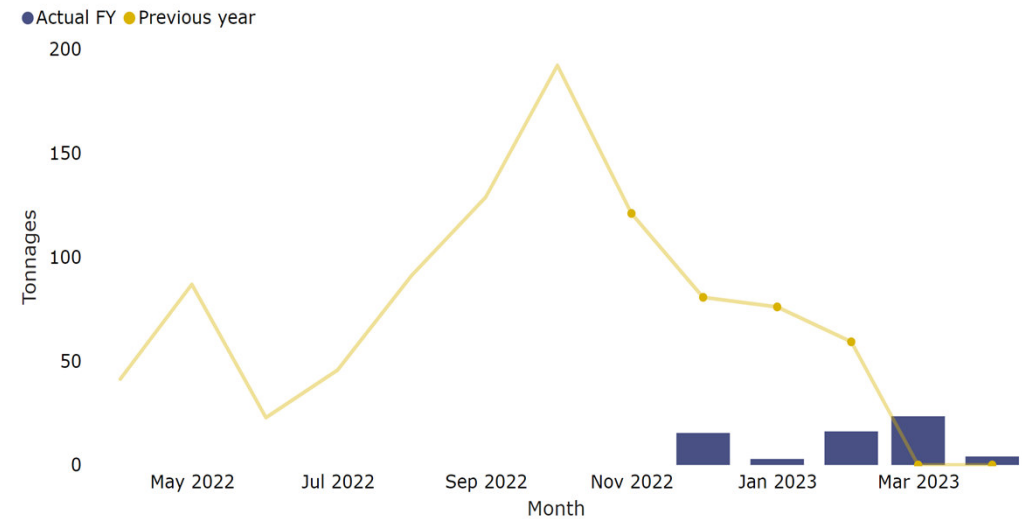


2022/2023 Product Sales

Recycled Materials - 13 month rolling Tonnages

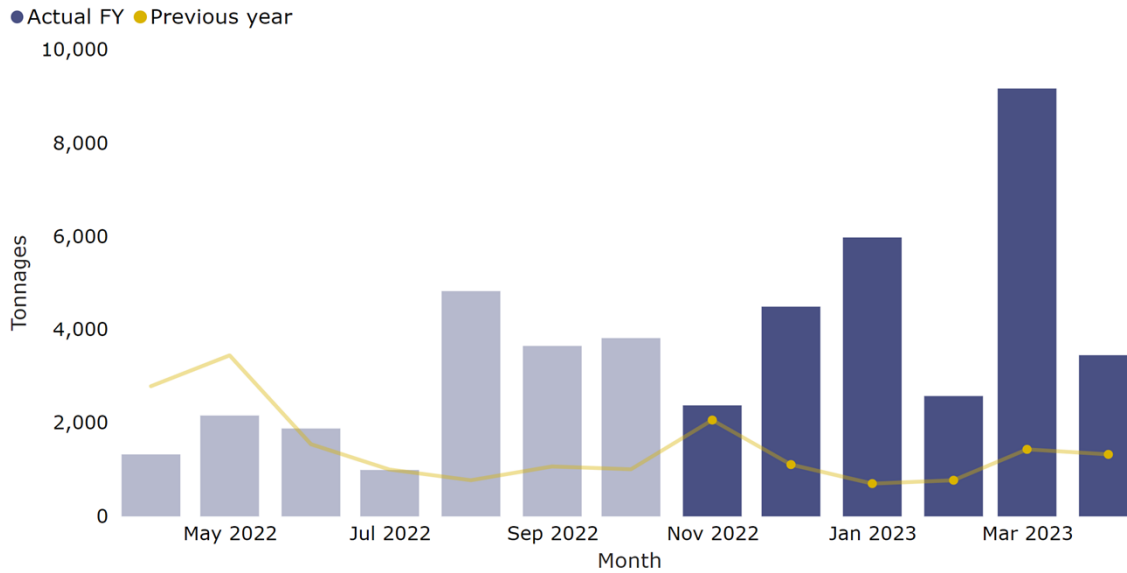


Soil - 13 month rolling Tonnages

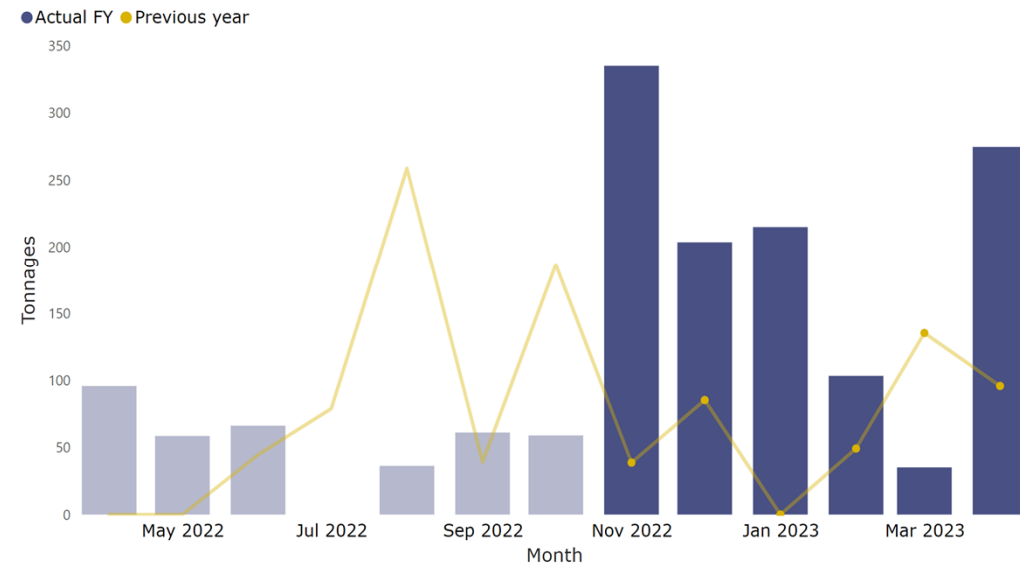


2022/2023 Product Sales

Ferricrete - 13 month rolling Tonnages



Filter / Laterite Rock - 13 month rolling Tonnages



4 SUSTAINABILITY TEAM UPDATE – JANUARY TO MARCH 2023

D2023/10416

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 January to March 2023, inclusive.

KEY POINT(S)

Achievements of the Sustainability Team are highlighted in the report for the period January to March 2023 and include:

- All activities undertaken by the Urban Environment Team (UET) 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 - Town of Bassendean**
 - Full account review has been undertaken to ensure all active electricity, gas and water accounts are being collected via the Azility platform.
- 6 **Urban Environment - City of Bayswater**
 - Meeting held with the City's new Sustainability Officer to review current level of service and promotion of other services EMRC can offer.
- 7 **Urban Environment - Shire of Mundaring**
 - Full account review has been undertaken to ensure all active electricity, gas and water accounts are being collected via the Azility platform.
- 8 **Urban Environment - City of Swan**
 - Undertaken a Water Team meeting to progress water actions that are achievable for the remainder of the 2022/23 financial year and develop a plan for 2023/24.

9 **Urban Environment – City of Kalamunda**

- No specific actions this quarter.

10 **Urban Environment – EMRC**

- Review of the Future-Fit Business Benchmark and Workshop tools for the use of SGD progress reporting.
- Joined the Future-Fit Business Community
- Initial review of historical emissions data for EMRC as we move towards Zero Net emissions.
- Provision of additional information for the WALGA ARENA EV Grant application – including electrical inspections of Red Hill, Hazelmere Resource Recovery Park and Ascot Place for the installation of the EV charging stations.

11 **Bin Tagging**

- The EMRC undertook the City of Bayswater's recent 2023 bin tagging program over a period of six weeks, and tagged 2054 properties.
- The data has been entered on an App created by WALGA instead of manually; and
- The bin tagging education program ran between February and Marcy 2023, over six weeks.

12 **EMRC Battery Program**

- A total of 16.5 tonnes of batteries and 2.8 tonnes of CFLs were collected in 2022;
- The Results of the EMRC's 2022 Battery Collection Competition are:
- Large Schools
 - ⇒ Winner — Ellen Stirling Primary School (170.1 kilograms)
 - ⇒ Most Improved — Malvern Springs Primary School (an increase of 69.2 kilograms)
- Medium Schools
 - ⇒ Winner — Darlington Primary (428 kilograms)
 - ⇒ Most Improved — Hampton Park Primary School (an increase of 69.1 kilograms)
- Small Schools
 - ⇒ Winner — Sawyers Valley Primary School (82.9 kilograms)
 - ⇒ Most Improved — Mt Helena Primary School (an increase of 26.9 kilograms)

13 **Red Hill Waste Education Centre**

- The Red Hill Waste Education Centre upgrades have been completed.

14 **Earth Carers**

- The Earth Carer course and content for the course are currently under review; and

The survey results indicated that expected participants do not want to attend a physical course as frequently and some attendees do not want all sessions to be online.

15 **FOGO in Schools**

- Renewed focus to assist schools to move into the Waste Sorted space and provide additional support;
- Meeting with St Michaels to discuss waste education on February 15;
- Attended Waste Sorted training day and supported Ashfield Primary School and Mount Helena Primary School; and
- The report referenced in Department of Education response to the Minister on Climate Change in Schools.

16 **Waste Guides**

- All Member Councils are reviewing the 2022/2023 Waste and Recycling Guides;
- The current format of the W&R Guide issued is not sustainable, often disposed of, and not utilised by residents. The magnets on the back can cause issues with recycling;
- The preferred option is to move to electronic versions by 2024 and create a 2-page W&R flyer/calendar with bin collection information;
- Other waste and recycling information to be available online and also encourage residents to utilise the Recycle Right app; and
- This project will be completed by May 2023.

17 **Waste Plans**

- All identified EMRC projects and activities are currently on track.

18 **Public Recycling Updates (Public place collection data for the period January to March 2023)**

a. **Public Place Battery Collection Program**

Battery Recycling – Public Places	Jan to Mar 2022/ 2023	Jan to Mar 2021/2022	Year to Date 2022/2023	Year to Date 2021/2022
Bassendean	290.2	203	848.4	693.9
Bayswater	820.6	776.8	2502.1	2606.3
Kalamunda	851	1073.3	2535.6	3194.5
Mundaring	446.9	354.7	1232.6	1246.6
Swan	553.7	553.4	1891.9	2399.3
TOTAL (kg)	2962.4	2961.2	9010.6	10140.6

b. Schools Battery Collection Program

Battery Recycling - Schools	Jan to Mar 2022/ 2023	Jan to Mar 2021/2022	Year to Date 2022/2023	Year to Date 2021/2022
Bassendean	60.5	44	176.2	252.7
Bayswater	87.7	132.8	515.9	599.3
Kalamunda	160.5	219.7	721.9	845.1
Mundaring	210.9	255.3	777.2	1085.2
Swan	160	261.4	953	1079.8
TOTAL (kg)	679.6	913.2	3144.2	3862.1

19 CFL Collection and Recycling Program

CFL Recycling - Public Places	Jan to Mar 2022/ 2023	Jan to Mar 2021/2022	Year to Date 2022/2023	Year to Date 2021/2022
Bassendean	21.2	5.6	94.1	61.2
Bayswater	143.5	142.2	612.4	538.5
Kalamunda	79.2	100	292.5	293.2
Mundaring	236.2	108.5	553.9	472.4
Swan	135.2	186.7	752.1	640.4
TOTAL (kg)	615.3	543	2305.0	2005.7

20 Tours of Red Hill Waste Management Facility and Education Centre – Jan to March 2023

No community or school tours were conducted from January to March 2023 due to school holidays and the Bin Tagging Program.

21 School Events

- Assembly and Battery Presentation- Beechboro Christian School– 15 February 2023;
- Assembly and Battery Presentation- Maylands Peninsula Primary School– 24 February 2023;
- City of Bayswater- MAX Solutions Presentation - 1 March 2023;
- Assembly and Battery Presentation- Sawyers Valley Primary School– 10 March 2023; and
- Assembly and Battery Presentation- Parkerville Primary School– 23 March 2023.

22 Member Council Events and Requests

- City of Bayswater– Australia Day Citizenship BBQ – 26 January 2022;
- City of Swan - Clothes Swap - 18 February 2023;
- City of Bayswater– Evening in the Park – 18 March 2023; and
- Town of Bassendean- Wind in the Willows Presentation – 23 March 2023.

23 EMRC Waste Education Hosted Events

- EnviroFEST 2023 at Whiteman Park – 25 March 2023.

24 **Waste Education Networking/Promotion/Collaboration Activities**

- Consistent Education Messaging for Rental Properties meeting – 11 January 2023;
- Consistent Communications Collective meeting – 1 February 2023;
- Bin Tagging Program 2023: Bin Tagging App Training Session – 2 February 2023;
- Circular Economy Western Australia - (CEWA) - Shining a Light on Circular Economy in Western Australia – 10 February 2023;
- WALGA bin Tagging Training for Taggers – 10 February 2023;
- Final Town Hall Meeting | National Clothing Product Stewardship Scheme Webinar – 15 February 2023;
- Meeting with Envirostream regarding battery collection– 17 February 2023;
- Waste Educators Networking Group Meeting – 2 March 2023;
- Baywaste Information Workshop – 9 March 2023; and
- WasteSorted and Clean Schools Workshop – 14 March 2023.

25 **Waste Education Loan Resources Utilisation**

- Clothes Swap items – Sustainably Stylish event (Ellenbrook Senior College) – 20 February to 24 February;
- Clothes Swap items – Sustainably Stylish event (Jo Dennis) – 2 March to 14 March;
- Clothes Swap items – Rail Hire (Tarni Brewer) – 17 March to 20 March; and
- Clothes Swap items – Rail Hire – (Tash) – 24 March to 28 March.

STRATEGIC IMPLICATIONS

26 Reporting on EMRC Strategic Policy implications is now being done to align with the revised Strategic Plan 2017-2027 and the Sustainability Strategy:

Goal: Creating value in the Community

Target: Increased participation on behaviour change programs

Goal: Addressing Environmental Impact

Target: Regional urban programs implemented

FINANCIAL IMPLICATIONS

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

SUSTAINABILITY IMPLICATIONS

28 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		
<p>➤ The Sustainability Team considers risk pertaining to all projects or programs and continues to deliver on agreed actions</p>		

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

5. CORPORATE BUSINESS PLAN 2022/2023 – 2026/2027 – THIRD QUARTER REPORTING FROM JANUARY TO MARCH 2023

D2023/10417

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 2022/2023 – 2026/2027 for the reporting period January to March 2023, inclusive.

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 Revised Strategic Community Plan titled Revised 10 Year Strategic Plan 2017 – 2027 on 24 November 2022. (D2022/20404).
- Council adopted the revised EMRC's Corporate Business Plan 2022/2023 – 2026/2027 on 25 August 2022 (D2021/14764).
- Council adopted the EMRC's Sustainability Strategy 2022/2023 – 2026/2027 on 25 August 2022 (D2022/14122).
- The attachment to this report provides the third quarter reporting, against the key actions identified within the new Corporate Business Plan 2022/2023 – 2026/2027, for the period January to March 2023, inclusive.

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 Revised Strategic Community Plan titled Revised 10 Year Strategic Plan 2017 – 2027 on 24 November 2022. (D2022/20404).
- 3 Council adopted the EMRC's revised Corporate Business Plan 2022/2023 – 2026/2027 on 25 August 2022 for activities progressed from 1 July 2022 onwards (D2020/14764).
- 4 Council adopted the EMRC's Sustainability Strategy 2022/2023 – 2026/2027 on 25 August 2022 (D2022/14122).

REPORT

- 5 The Revised 10 Year Strategic Plan 2017 – 2027 guides, at a strategic level, the direction that the EMRC will take over the ensuing period 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.”*
- 6 The Corporate Business Plan 2022/2023 – 2026/2027 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 2022.
- 7 Council adopted the EMRC’s Sustainability Strategy 2022/2023 – 2026/2027 on 25 August 2022 (D2022/14122).
- 8 The attachment to this report relates to the Corporate Business Plan actions for the third quarter reporting period of January to March 2023.

STRATEGIC/POLICY IMPLICATIONS

- 9 Reporting on EMRC Strategic Policy implications align with the revised 10 Year Strategic Plan 2017-2027 and the Sustainability Strategy 2022/2023 – 2026/2027:
 - Goal: Demonstrate Circular Economy Leadership
 - Target: Enabling circular economy initiatives through advocacy networks by 2050
 - Goal: To Respond to a Climate Emergency
 - Target: Sustainability integrated into management processes
 - Goal: To Create Value in the Community
 - Target: Community based source separation initiatives by 2027
 - Goal: To Address Environmental Impacts
 - Target: Regional urban programs implemented

FINANCIAL IMPLICATIONS

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

SUSTAINABILITY IMPLICATIONS

- 11 The Corporate Business Plan 2022/2023 – 2026/2027 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

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

Implication Details

} As outlined in the attachment

ATTACHMENT(S)

Corporate Business Plan 2022/2023 – 2026/2027 Third Quarter Progress Report for the period, January to March 2023 (D2023/10418)



Corporate Business Plan 2022/2023 – 2026/2027

Progress Report – Third Quarter 2022/2023

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

The newly adopted Corporate Business Plan 2022/2023 – 2026/2027 (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 2022. The Corporate Business Plan is built on the foundation of four goals identified within the Sustainability Strategy 2022/2023 – 2026/2027 and the revised 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 progress updates of projects and programs developed to achieve Council's strategic vision "The EMRC focuses on delivering waste, resource recovery and sustainability services, capitalising on its existing capabilities and infrastructure to act as an industry leader" and sustainability vision "Promoting sustainable waste management and a transition to a circular economy".

Updates against the Corporate Business Plan for the period July 2022 to June 2023 are provided quarterly within this document and are against the current adopted Plan.

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

1 Demonstrate Circular Economy Leadership

Objective: To provide circular based resource recovery solutions for Perth’s Eastern Region and act as a knowledge hub for waste avoidance strategies

1.1 Enable circular economy initiatives through advocacy networks by 2025

Key Actions		Responsible Officer	Status	Quarter	Comments
1.1.1	Map stakeholders and areas of influence and impact to develop a targeted engagement plan (e.g. member Councils, commercial waste customers, government policy drivers) E.g.: ➤ Member Council and key stakeholder relationships; ➤ Partnership opportunities with universities and other organisations; ➤ Marketing and Communications Plan ➤ Revised Stakeholder Engagement Plan	CEO	●	July - September 2022	In progress
				October - December 2022	➤ Annual report completed and disseminated ➤ EMRC E-Newsletter Nov/Dec issue 145 was published and disseminated ➤ EMRC Community grant funding Award Ceremony at Red Hill
				January - March 2023	➤ Three community consultation meetings were held at Red Hill on the APCr and Carbon to Ethanol Pilot Plant projects.
				April - June 2023	
1.1.2	Facilitate regular industry-based and community-based advocacy meetings to discuss and identify new circular economy and net zero ventures opportunities E.g.: ➤ CEWA; Emicol; RWESG ➤ CE webinars and forums	Sustainability	●	July - September 2022	Regular meetings occurring with stakeholders including STEG; CEWA and continuing Circular Economy webinars
				October - December 2022	➤ Meetings have continued with industry and community-based groups as required, CEWA ➤ Circular Economy Roadmap webinars were completed ➤ Early stage planning for 2023 Circular Economy Leadership Course with UNSSC
				January - March 2023	➤ Meetings have continued around circularity ➤ The 2023 Circular Economy Leadership Course has been confirmed and content is being finalised, due to start in mid May 2023
				April - June 2023	

Key Actions		Responsible Officer	Status	Quarter		Comments
1.1.3	Create strategic partnerships and alliances which aim to achieve positive outcomes for the region and beyond, build resilience and secure funding (where relevant)	CEO	●	July - September 2022	Meeting with GDA, Woodside, other alliances have been held this quarter	
				October - December 2022	Meetings with the above agencies have continued during this quarter	
				January - March 2023	Meeting continued during this quarter	
				April - June 2023		
1.1.4	Map alignment and circularity gaps between advocacy programs and partnerships for identification of future circular economy initiatives including sustainable transport E.g.: ➤ Circularity Gap Report / Horizon Scan;	CEO	●	July - September 2022	Final draft of the Regional Circular Economy Horizon Scan is in progress	
				October - December 2022	Regional Circular Economy Horizon Scan was completed and will assist with future mapping	
				January - March 2023	Circularity opportunities continue to be tracked to identify relevant advocacy	
				April - June 2023		

1.2 80% resource recovery of waste generated in the region by 2030

Key Actions		Responsible Officer	Status	Quarter		Comments
1.2.1	Develop a resource flow model for the EMRC and its member Councils. The model could focus only on waste or expand into other materials such as water, energy, and carbon	CEO	●	July - September 2022	In progress	
				October - December 2022	In progress	
				January - March 2023	In progress	
				April - June 2023		
1.2.2	Enable a sales model for use of recovered material in each member Council areas E.g. ➤ Identify markets and develop resource recovery products	Operations	●	July - September 2022	Regular meetings with member Council representatives to understand/establish their product needs.	
				October - December 2022	Regular meetings with member Council representatives to understand/establish their product needs.	
				January - March 2023	Regular meetings with member Council representatives to understand/establish their product needs.	
				April - June 2023		

Key Actions		Responsible Officer	Status	Quarter	Comments
1.2.3	Establish and provide member Councils with waste and recycling guides. This should include the integration of FOGO waste guides	Sustainability	●	July - September 2022	Continue to develop member Councils with waste and recycling guides and integrate FOGO when the Council moves to a three-bin system.
				October - December 2022	Liaison with member Councils is underway relating to their waste and recycling guides for 2023.
				January - March 2023	Liaison with member Councils is underway relating to updating their waste and recycling guides for 2023.
				April - June 2023	
1.2.4	Determine high-value use for the existing C&I processing building at Hazelmere RRP	Operations	●	July - September 2022	Initial discussions with member Council representatives to explore solutions for bulk verge processing and recycling materials.
				October - December 2022	Bassendean Bulk Verge Trial commenced early December, achieving a 25% landfill diversion rate.
				January - March 2023	Continue to grow bulk verge collection through member Councils \
				April - June 2023	

1.3 80% reuse of material at all EMRC operated sites by 2040

Key Actions		Responsible Officer	Status	Quarter	Comments
1.3.1	Map our current waste production profile for benchmarking (as an organisation) and align with the EMRC's FOGO Strategy where applicable E.g.: Undertake, provide, investigate; ➤ Integrated Waste Management research, ➤ Leadership in waste policy and practice ➤ New waste management practices and services	CEO	●	July - September 2022	Our current waste profile, particularly in terms of FOGO is in line with the FOGO strategy
				October - December 2022	The EMRC's waste profile also aligns with the Sustainability Strategy and the revised Strategic Plan
				January - March 2023	The EMRC's waste profile is in line with the FOGO strategy and continues to be mapped
				April - June 2023	

Key Actions		Responsible Officer	Status	Quarter	Comments
1.3.2	Regularly review and implement initiatives in line with the Red Hill and Hazelmere Development Plans	Projects	●	July - September 2022	There have been a number of developments at Red Hill in particular which necessitate an update to the Red Hill Development Plan. Similarly, an update to the Hazelmere Development Plan is also being considered.
				October - December 2022	Updates to the Red Hill and Hazelmere Development Plans are planned to be complete by the end of the financial year.
				January - March 2023	Following the cancellation of the request for tender for a Permanent FOGO processing plant at Red Hill, discussions have proceeded with technology suppliers/contractors for an alternative configuration for an aerobic composting/anaerobic digestion facility. An amendment to the Ministerial approval for the Red Hill facility is pending.
				April - June 2023	
1.3.3	Develop, facilitate, and participate in activities of the regional waste education and resource recovery steering groups	Sustainability	●	July - September 2022	Continued to participate in regional waste education and resource recovery steering groups.
				October - December 2022	Continued to participate and facilitate regional waste education and resource recovery steering groups.
				January - March 2023	Continued to participate and facilitate regional waste education and resource recovery steering groups.
				April - June 2023	
1.3.4	Regularly review local government procurement guidelines and processes for sustainable decision making	Business	●	July - September 2022	Sustainable decision making in procurement is included in the EMRC Purchasing Policy. Currently the procurement team is working on a sustainable procurement framework
				October - December 2022	Sustainable decision making in procurement is included in the EMRC Purchasing Policy. Currently the procurement team is working on a sustainable procurement framework
				January - March 2023	Sustainable decision making in procurement is included in the EMRC Purchasing Policy. Currently the procurement team is working on a sustainable procurement framework
				April - June 2023	
1.3.5	Regularly review local government sales requirements for sustainable decision making	Operations	●	July - September 2022	Reviews undertaken on monthly basis.
				October - December 2022	Reviews undertaken on monthly basis.
				January - March 2023	Reviews undertaken on monthly basis.
				April - June 2023	

Key Actions		Responsible Officer	Status	Quarter	Comments
1.3.6	Identify and facilitate supply chain awareness for product production e.g. FOGO products, woodchips, construction materials	Operations	●	July - September 2022	Development of a sales comm strategy for all existing customers as well as new potential customers around recoverable materials.
				October - December 2022	Executed sales comm strategy and track set targets
				January - March 2023	Executed sales comm strategy and track set targets
				April - June 2023	

2 Respond to a Climate Emergency

Objective: To reduce carbon impacts to achieve net zero and understand the risks associated with climate change to Perth’s Eastern Region

2.1 Infrastructure adaptation and education by 2030

Key Actions	Responsible Officer	Status	Quarter	Comments
2.1.1a Undertake asset management assessment, workforce planning and long-term financial planning for all EMRC owned infrastructure E.g.: <ul style="list-style-type: none"> ➤ Long term financial plan ➤ Asset Management Plan ➤ Strategic IT Plan 	Business	●	July - September 2022	<ul style="list-style-type: none"> ➤ Long Term Financial Planning - Review of the 10 Year Financial Plan will be undertaken as part of the 2023/2024 Budget deliberation process and is expected to commence in Feb/Mar'23 following the half year budget review in Jan/Feb'23. ➤ Strategic IT Plan – New phone system implemented at the Red Hill site. Test environment built for testing a new version of the Synergy Soft finance system.
			October - December 2022	<ul style="list-style-type: none"> ➤ Long Term Financial Planning - Review of the 10 Year Financial Plan will be undertaken as part of the 2023/2024 Budget deliberation process and is expected to commence in Feb/Mar'23 following the half year budget review in Jan/Feb'23. ➤ Strategic IT Plan – New phone system implemented at the Hazelmere and Ascot sites. The Synergy Soft finance system was upgraded to version 11.1.441. Microsoft Office 2019 licenses converted to Microsoft 365 licenses.
			January - March 2023	<ul style="list-style-type: none"> ➤ Long Term Financial Planning -. Review of the 10 Year Financial Plan is currently being undertaken as part of the 2023/2024 Budget deliberation. ➤ Strategic IT Plan – Completed the Cyber Security Framework. Updated the IT Disaster Recovery Process. Prepared networking for the new CCTV system at Red Hill. Deployed networking to the Control Room of the Wood Waste to Energy Plant.
			April - June 2023	
2.1.1b Undertake asset management assessment, workforce planning and long-term financial planning for all EMRC owned infrastructure E.g.: <ul style="list-style-type: none"> ➤ Organisational governance ➤ Integrated Planning Framework ➤ Workforce Plan ➤ WHS Plan ➤ Risk Management 	CEO	●	July - September 2022	<ul style="list-style-type: none"> ➤ The Risk Management is an ongoing process and updates reported through the Audit Committee. The next Risk Management update will be in the October AC meeting. ➤ All further plans are in progress.
			October - December 2022	Workforce Plan has been reviewed and is in the process of being finalised. LGIS undertook an Audit of the EMRC WHS systems and a plan has been developed to meet the requirements of the new legislation.
			January - March 2023	LGIS have completed the review of the EMRC’s safety management system (all major management guidelines and procedures) and have also undertaken a review of the EMRC’s Contractor Management system for referral to the ELT. Workforce Plan to be submitted for the review by the CEO pending approval of the ELT in the next quarter. Remuneration review completed and implemented as of 1 st January 2023.
			April - June 2023	

	Key Actions	Responsible Officer	Status	Quarter	Comments
2.1.2	Identify and evaluate land-use options at EMRC sites to maximise future resource recovery program	Projects	●	July - September 2022	Land use options currently under review in line with various projects which are in development stages.
				October - December 2022	Land use options are still currently under review. The planned updates to the Red Hill and Hazelmere Development Plans will address land use issues.
				January - March 2023	Several options are being considered; these will be detailed in updates to the Red Hill and Hazelmere Development Plans.
				April - June 2023	

2.2 Below zero carbon emissions by 2040

	Key Actions	Responsible Officer	Status	Quarter	Comments
2.2.1	Map and benchmark energy usage and consumption rates across all sites e.g. energy use, vehicle fuel consumption, auditing requirements, early stage asset management	Operations	●	July - September 2022	Implement effective systems to accommodate monthly reports
				October - December 2022	Ongoing reviews on monthly basis
				January - March 2023	Ongoing reviews on monthly basis
				April - June 2023	
2.2.2	Establish a decarbonisation plan to achieve “Below zero emissions by 2040” target. This should include consideration of decarbonisation project ideas presented in the strategic review e.g. opportunities for onsite use or export of heat energy for value-adding processes or sale to surrounding industrial businesses, electric fleet procurement	CEO	●	July - September 2022	Discussions are ongoing with external parties around future decarbonisation at Red Hill
				October - December 2022	Meetings held with Woodside around trial Ethanol Plant opportunity at Red Hill
				January - March 2023	Meetings continued regarding the Carbon to Ethanol pilot project.
				April - June 2023	
2.2.3	Create Annual Energy and Emission Data Analysis Report and Snapshot for goal tracking. Develop and publish the SDG annual report card E.g.: ➤ EMRC corporate emissions & SDG progress	Sustainability	●	July - September 2022	Finalised frame work for SDG reporting and commenced collection of data
				October - December 2022	Emissions Report Card and Snapshot finalised in November 2022 for Mundaring and Bassendean
				January - March 2023	Collation of data will commence in the next quarter as a pre-cursor to developing the SDGs Report cards for the EMRC and participating member Councils
				April - June 2023	

2.3 Sustainability integrated into management processes

	Key Actions	Responsible Officer	Status	Quarter	Comments
2.3.1	Establish a decision-making framework to include sustainability for operational and capital expenditure E.g.: ➤ Provide Waste disposal service at Red Hill WMF ➤ Review Red Hill Development Plan	Operations	●	July - September 2022	Review the procurement process for tenders and quotations to include sustainability as a key KPI with all operational reporting requirements.
				October - December 2022	Sustainability KPI implemented in all RFQs and Tenders and evaluated accordingly.
				January - March 2023	Sustainability KPI implemented in all RFQs and Tenders and evaluated accordingly.
				April - June 2023	
2.3.2	Include sustainable decision-making frameworks in procurement templates, evaluation and processes of all projects	Business	●	July - September 2022	Sustainable decision making in procurement is included in the EMRC Purchasing Policy. The procurement team is working on a sustainable procurement framework and to be included in the procurement templates and processes as appropriate.
				October - December 2022	Sustainable decision making in procurement is included in the EMRC Purchasing Policy. The procurement team is working on a sustainable procurement framework and to be included in the procurement templates and processes as appropriate.
				January - March 2023	Sustainable decision making in procurement is included in the EMRC Purchasing Policy. The procurement team is working on a sustainable procurement framework and to be included in the procurement templates and processes as appropriate. Procurement Velpic training includes sustainable procurement principles.
				April - June 2023	
2.3.3	Review projects quarterly to identify examples where sustainable decision making and other actions have been applied to a project. This should include the identification of design engineering for front-end material reuse programs	Projects	●	July - September 2022	The first step towards this objective is updating the EMRCs tender documentation to reflect a sustainable approach to project delivery. This process is now underway.
				October - December 2022	In progress
				January - March 2023	In progress
				April - June 2023	
2.3.4	Create a sustainability performance review for each team and identify sustainability criteria for environmental, social, governance (ESG) decision making	CEO	●	July - September 2022	In progress
				October - December 2022	In progress
				January - March 2023	This action is under review
				April - June 2023	

	Key Actions	Responsible Officer	Status	Quarter	Comments
2.3.5	Establish regular internal collaboration sessions to identify new sustainability initiatives, for consideration by Council, and revisit ongoing initiatives.	Sustainability	●	July - September 2022	In progress
October - December 2022				New sustainability initiatives are considered by the Executive Leadership Team (ELT) as and when they arise	
January - March 2023				Internal collaboration sessions are continuing	
April - June 2023					

3 Reduce Our Environmental Impact

Objective: To lead by example and reduce environmental impacts through efficient operations, forward thinking and supporting circular and sustainability initiatives in the region

3.1 Regional urban programs implemented

	Key Actions	Responsible Officer	Status	Quarter	Comments
3.1.1	Maintain programs related to sustainability goals and review in participating Councils' annual programs reports E.g.: Identify, investigate, develop; <ul style="list-style-type: none"> ➤ ACER program ➤ SDG reporting ➤ New environmental and sustainability initiatives 	Sustainability	●	July - September 2022	<ul style="list-style-type: none"> ➤ Shire of Mundaring and City of Bayswater engaged to participate in SDG reporting ➤ Commenced Acer reporting Shire of Mundaring and Town of Bassendean ➤ Facilitated QPR for Town of Bassendean and Shire of Mundaring
				October - December 2022	ACER reporting for 2021/2022 has wrapped up for the Shire of Mundaring and the Town of Bassendean with reports disseminated by the end of November 2022
				January - March 2023	Meetings have been scheduled with member Councils on planning for the next round of reporting
				April - June 2023	
3.1.2	Review and complete annual water plans in alignment with Waterwise Council Accreditations E.g.: Review and implement <ul style="list-style-type: none"> ➤ Water Sensitive Futures Program ➤ Waterwise Council reindorsement reporting 	Sustainability	●	July - September 2022	<ul style="list-style-type: none"> ➤ Commenced Water Wise annual re-endorsement for Town of Bassendean, Shire of Mundaring, City of swan and Town of Vic park ➤ Commenced water sensitive futures reporting for The Town of Bassendean, City of Swan and Shire of Mundaring ➤ Facilitated QPR for Town of Bassendean and Shire of Mundaring ➤ Attended water team meeting city of Swan
				October - December 2022	Water data analysis, water report completed and sent to the Shire of Mundaring, City of Swan and Town of Bassendean at the end October 2022
				January - March 2023	Meetings have been scheduled with member Councils on planning for the next round of reporting
				April - June 2023	

Key Actions		Responsible Officer	Status	Quarter	Comments
3.1.3	Facilitate and/or participate in industry-based and community-based advocacy meetings to discuss, identify and prioritise new, or ongoing, circular economy, net zero and sustainability regional programs E.g.: ➤ Facilitate networking groups, e.g. STEG. ➤ Participate e.g. WALGA Climate Change Collaborative.	Sustainability	●	July - September 2022	The team has participated in a number of industry-based forums during this quarter
				October - December 2022	<ul style="list-style-type: none"> ➤ EMRC attended a WA+ forum at Lotterywest this quarter as well as a number of online Teams forums ➤ EMRC met with ARUP to discuss EV readiness in FOGO facilities and pilot projects in circular economy ➤ Avon Descent Family Fun Day Acquittal 2022 submitted through Lotterywest ➤ Avon Descent Festivals grant application 2023 submitted to Lotterywest ➤ Initial planning towards 2023 WA Tree Festival
				January - March 2023	<ul style="list-style-type: none"> ➤ Booking commenced for the Avon Descent marking and advertising ➤ Funding and collaboration for Youth Week has been supported by the EMRC ➤ Tree Festival will be focused online via social media
				April - June 2023	

3.2 Contribute to a decrease in illegal waste disposal by 2040

Key Actions		Responsible Officer	Status	Quarter	Comments
3.2.1	Establish campaigns to create a recover, reuse, recycle, return, repair and drop off culture to increase recovery rates and combat illegal dumping	Sustainability	●	July - September 2022	Creating campaigns to create a recover, avoid, reuse, recycle, return, repair and drop off culture to increase recovery rates and combat illegal dumping
				October - December 2022	November event utilising Repair Café Bassendean repairing textiles, offering a drop off option for damaged garments for recovery and assisting in reducing illegal dumping.
				January - March 2023	Continue to create campaigns to recover, avoid, reuse, recycle, return, repair and drop off culture to increase recovery rates and combat illegal dumping.
				April - June 2023	
3.2.2	Establish programs for acceptance of construction and demolition waste e.g. bricks, timber, sand, soil, concrete and other resource recovery initiatives	Projects	●	July - September 2022	Options being considered include liquid waste, APCr and other waste products. The first step in this process is to obtain approval to accept and process these materials.
				October - December 2022	Approvals for these processes are required, however the EMRC is currently constrained by EPA / DWER restrictions on the number of licence amendments we can submit.
				January - March 2023	We first must obtain approval to accept and process these materials. DWER is currently restricting the number of licence amendments an organisation can submit, however it may be possible to consider this with the next licence referral the EMRC makes.
				April - June 2023	

3.3 EMRC wide environmental management system

	Key Actions	Responsible Officer	Status	Quarter	Comments
3.3.1	Review and develop the framework the EMRC will use going forward in terms of its Environmental Management System Framework i.e. in alignment with ISO14001 or equivalent	Projects	●	July - September 2022	The EMRCs accreditation to ISO14001 was recertified in April 2022. There are seven minor non-compliances to address. The environmental management system is under review with the objective of reducing and simplifying the number, frequency, and complexity of reporting we are required to provide.
				October - December 2022	In progress.
				January - March 2023	The Waste & Compliance Team is reviewing the EMRCs Environmental Management System; training will be taking place before the end of the financial year, which will assist in the identification of simplifying our reporting requirements. External certification audit will take place in July 2023.
				April - June 2023	
3.3.2	Establish compliance monitoring, reporting and review processes in alignment with the EMRC's Environmental Management System E.g: Minimise environmental impacts of waste management operations	Projects	●	July - September 2022	The EMS which is accredited to ISO14001 is under review, with a view to simplifying and reducing the reporting requirements required under our operating licences.
				October - December 2022	In progress, work is on-going with DWER to address this.
				January - March 2023	The EMRC is working with DWER to reduce the level and complexity of Annual Reports. Level of reporting on surface and ground water has been streamlined. All reporting is in accordance with licence conditions, Ministerial requirements, and Red Hill EMS. AER (Annual Environmental Report) and Annual Audit Compliance Report has been submitted for Hazelmere.
				April - June 2023	

4 Create Value in the Community

Objective: To establish and support projects in the community that create social value from a residential level through to commercial levels

4.1 Community based source separation initiatives by 2027

Key Actions		Responsible Officer	Status	Quarter	Comments
4.1.1	Establish community engagement initiatives for source separation opportunities including education hubs, school programs, community group support and bin tagging	Sustainability	●	July - September 2022	Continue to establish community engagement initiatives for source separation opportunities including school education, tours of Red Hill Waste Management Facility provide workshops, clothes swaps community group support and bin tagging.
				October - December 2022	Preparing for 2023 Bin Tagging behaviour change program. Delivered of education initiatives to support correct source separation.
				January - March 2023	The Bin Tagging program occurred in the City of Bayswater and delivered education initiatives supporting correct source separation.
				April - June 2023	
4.1.2	Utilise current community programs to provide education and tools on material re-use and issues regarding poor source separation	Sustainability	●	July - September 2022	Continue to utilise current community programs to provide education and tools on avoid, re-use and issues regarding poor source separation.
				October - December 2022	Attended events educating on avoid and reuse and advice on correct source separation behaviour.
				January - March 2023	Attended community events educating on avoid and reuse and advice on correct source separation behaviour.
				April - June 2023	
4.1.3	Utilise EMRC fleet and other EMRC owned assets as educational billboards for source separation education and requirements	Operations	●	July - September 2022	Currently reviewing all assets to see where opportunity exists for educational messaging. E.g new collection trucks and walking floor trailers.
				October - December 2022	Reviewing marketing messaging for identified fleet items
				January - March 2023	Marketing messaging finalised for two walking floor trailers
				April - June 2023	
4.1.4	Establish verge collection and shared valet service programs. This includes a waste classification program for different materials and costings	Operations	●	July - September 2022	Progressing as per the regional waste collection business case.
				October - December 2022	Review of options completed for the Shire of Mundaring.
				January - March 2023	Trial commenced with Bassendean and ongoing dialogue with member Councils
				April - June 2023	

4.2 Use of recovered material in the region by 2040

	Key Actions	Responsible Officer	Status	Quarter	Comments
4.2.1	Establish reward and incentive systems dependent on company sustainability rating to encourage better waste management in the region	CEO	●	July - September 2022	In progress
				October - December 2022	In progress
				January - March 2023	This action is under review
				April - June 2023	
4.2.2	Continue to establish community recycling and reuse networks for exchange of products, reuse and repair initiatives, and identification of regional synergies	Operations	●	July - September 2022	Currently reviewing any potential opportunities with relevant member Councils.
				October - December 2022	Ongoing dialogue with member Councils
				January - March 2023	Ongoing dialogue with member Councils
				April - June 2023	
4.2.3	Identify member council uses for recovered materials e.g. woodchip mulching, FOGO fertiliser products, construction materials, road surfacing, energy reuse E.g: provide a waste management service	Operations	●	July - September 2022	Regular meetings with member Council representatives to understand/establish their product needs.
				October - December 2022	Regular meetings with member Council representatives to understand/establish their product needs.
				January - March 2023	Regular meetings with member Council representatives to understand/establish their product needs.
				April - June 2023	

4.3 Increased participation in behaviour change programs

	Key Actions	Responsible Officer	Status	Quarter	Comments
4.3.1	Provide education for waste solutions that are in line with WA Waste Strategy and waste hierarchy E.g.: ➤ Continue waste education programs	Sustainability	●	July - September 2022	Continue to provide waste education programs that align with the WA Waste Strategy
				October - December 2022	Delivered education programs that focus on target issues from the Waste Strategy.
				January - March 2023	Continue education programs that focus on target issues from the Waste Strategy.
				April - June 2023	

Key Actions		Responsible Officer	Status	Quarter	Comments
4.3.2	Benchmark and monitor participation rates in EMRC sustainability programs	Sustainability	●	July - September 2022	Participation rates in EMRC sustainability programs are proceeding in accordance with the individual Council's signed Project Plans and in accordance with the approved 2022/23 budget
				October - December 2022	Participation rates continue to be tracked
				January - March 2023	Meetings have been recently held with member Councils to ascertain further participation in sustainability programs
				April - June 2023	
4.3.3	Establish a Sustainability Stakeholder engagement plan E.g: Continue to foster and enhance relationships with member Councils and all key stakeholders	Sustainability	●	July - September 2022	The current/existing stakeholder relationship plan is being reviewed
				October - December 2022	This work is currently ongoing
				January - March 2023	Work on stakeholder engagement is progressing including updating our stakeholder list
				April - June 2023	