



AGENDA

D2024/25110

Agenda Forum 10 October 2024

Notice of Meeting

Dear Councillors

The next Agenda Forum will be held on Thursday, 10 October 2024 at the EMRC Administration Office, 1st Floor, 226 Great Eastern Highway, Ascot WA 6104 commencing at 6:00pm.

A handwritten signature in black ink, appearing to read 'Hua Jer Liew', is written over a horizontal line.

Hua Jer Liew | Acting Chief Executive Officer

4 October 2024

Please Note

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

The meeting will be recorded for administrative purposes only.

Per the meeting structure as adopted by the EMRC Council, there will be no public questions at Agenda Forums.

Public question time will continue as usual at Ordinary Meetings of Council and questions may be submitted electronically prior to the meeting, no later than 4.00pm on the day of the meeting to CouncilEnquiry@emrc.org.au.



EMRC Council Members

Cr Filomena Piffaretti	Chairperson	City of Bayswater
Cr Aaron Bowman	Deputy Chairperson	City of Swan
Cr Tallan Ames	EMRC Member	Town of Bassendean
Cr Paul Poliwka	EMRC Member	Town of Bassendean
Cr Michelle Sutherland	EMRC Member	City of Bayswater
Cr Luke Ellery	EMRC Member	Shire of Mundaring
Cr Doug Jeans	EMRC Member	Shire of Mundaring
Cr Jennifer Catalano	EMRC Member	City of Swan

EMRC Council Deputies

Cr Kathryn Hamilton	EMRC Deputy Member	Town of Bassendean
Cr Giorgia Johnson	EMRC Deputy Member	City of Bayswater
Cr John Daw	EMRC Deputy Member	Shire of Mundaring
Cr Ian Johnson	EMRC Deputy Member	City of Swan

Agenda Forum 10 October 2024

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1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

1.1 ACKNOWLEDGEMENT OF COUNTRY

We wish to acknowledge the traditional custodians of the land, the Whadjuk people of the Noongar Nation and to pay our respects to elders past, present and emerging.

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

3 DISCLOSURE OF INTEREST

4 ANNOUNCEMENTS BY THE CHAIRPERSON OR PRESIDING MEMBER

5 ANNOUNCEMENT OF CONFIDENTIAL MATTERS FOR WHICH MEETINGS MAY BE CLOSED TO THE PUBLIC

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

The following confidential reports are covered in Section 8 of this agenda:

- WOOD WASTE TO ENERGY (WWTE) PROJECT UPDATE
- WOOD WASTE TO ENERGY (WWTE) LEGAL UPDATE
- EAST ROCKINGHAM WASTE TO ENERGY (ERWtE) PROJECT UPDATE

6 EMPLOYEE REPORTS

- 6.1 FINANCIAL REPORT FOR THE PERIOD ENDED 31 AUGUST 2024 (D2024/25079)
- 6.2 REVIEW OF COUNCIL POLICY 3.2 – COMMUNITY GRANTS IN THE VICINITY OF RED HILL WASTE MANAGEMENT FACILITY AND HAZELMERE RESOURCE RECOVERY PARK (D2024/25093)
- 6.3 REVIEW OF COUNCIL POLICY 2.2 – AUDIO RECORDING OF COUNCIL MEETINGS (D2024/25118)
- 6.4 CHIEF EXECUTIVE OFFICER RECRUITMENT (D2024/25119)
- 6.5 REQUEST FOR QUOTATION – RFQ 2024-022 – PROVISION OF EQUIPMENT RENTAL (D2024/25188)
- 6.6 INFORMATION BULLETIN – WA 2024 WASTE AND RESOURCE RECOVERY CONFERENCE (D2024/25114)



6.1 FINANCIAL REPORT FOR THE PERIOD ENDING 31 AUGUST 2024

D2024/25079

PURPOSE OF REPORT

The purpose of this report is to provide Council with an overview of the EMRC's financial performance for the period ended 31 August 2024.

KEY POINT(S)

- Significant year to date budget variances greater than 10% or \$20,000, whichever is the greater, within each nature and type category on the Statement of Comprehensive Income as at 31 August 2024 have been identified and are reported on in the body of the report.
- The Financial Reports are unaudited and may be subject to amendments as a result of any audit adjustments.

RECOMMENDATION(S)

That Council receives the Statement of Comprehensive Income, Capital Expenditure Statement, Statement of Financial Position, Statement of Cash and Investments, Statement of Financial Activity and the Investment Report for the period ended 31 August 2024.

SOURCE OF REPORT

Chief Financial Officer

BACKGROUND

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

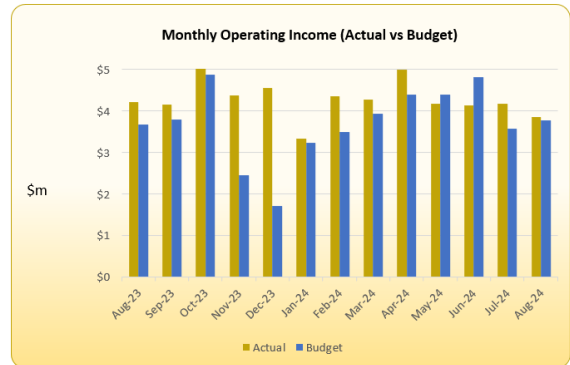
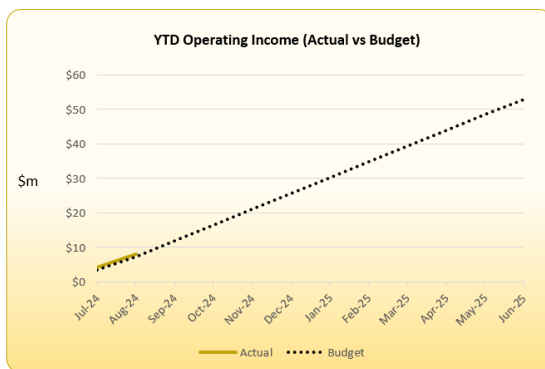
REPORT

- 3 Outlined below are financial statements for the period ended 31 August 2024. Where possible the year to date monthly budget allocations will be reviewed in order to match the appropriate timing for the various projects budgeted to be undertaken. This will provide a better comparison between the year to date actual and year to date budget figures.

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

- 4 The net operating result as at 31 August 2024 is a favourable variance of \$673,140 (54.16%) against budget. The following information is provided on key aspects of Council's year to date financial performance:

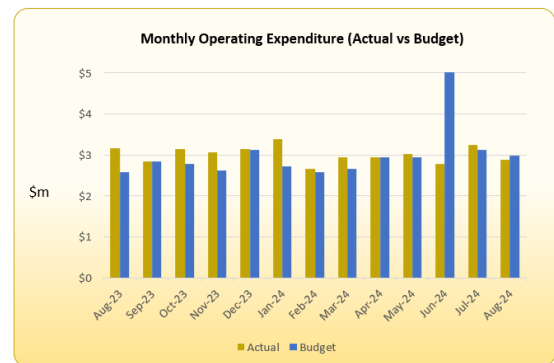
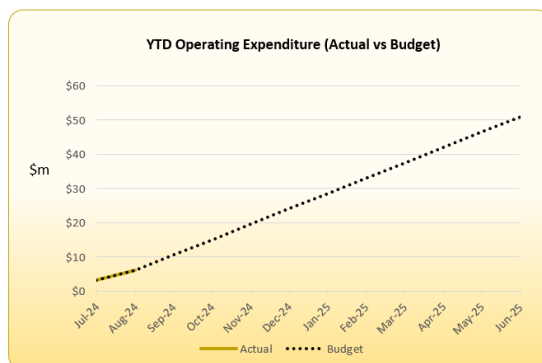
Operating Income	Actuals for the Year	A favourable variance of \$690,646 (9.40%)
	End of Year Forecasts	As per budget – not yet due to be reviewed.



Operating Income Variances Previously Reported to Council

- 5 Interest on Municipal Cash Investments of \$506,573 is above the budget by \$479,481 (1769.83%) due to the higher investment rate achieved (4.98% average interest vs 4.43% budgeted) and higher available funds for investments.
- 6 Interest on Restricted Cash Investments of \$177,074 is below the budget by \$42,492 (19.35%) due to lower funds held in the restricted reserves.
- 7 Reimbursement is above the budget by \$120,000 (35.06%). The major variances relate to an insurance reimbursement payout of \$124,740 for the Plant.
- 8 There were no further significant Operating Income variances as at 31 August 2024.

Operating Expenditure	Actuals for the Year	An overspend variance of \$17,506 (0.29%)
	End of Year Forecasts	As per budget – not yet due to be reviewed.



Operating Expenditure Variances Previously Reported to Council

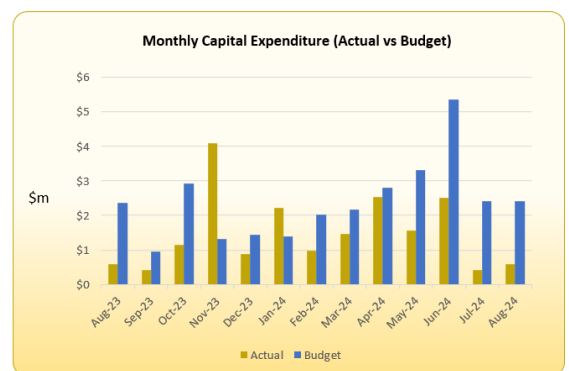
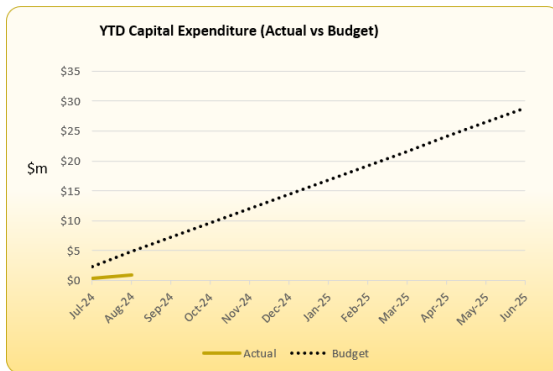
- 9 Miscellaneous Expenses is below the budget by \$55,618 (13.16%) due to the timing of variance projects from different business units. Areas where the expenditures are lower than budget for various business units include Business Support (\$20,374), Sustainability (\$44,850) and Operations (\$21,437). This is offset by the variance in the Office of the CEO of \$31,043.
- 10 Provision Expenses is \$115,854 (119.08%) above the budget of \$97,292. This non-cash flow variance relates such as the Post Closure Site Rehabilitation and Environmental Monitoring provisions due to the additional commercial and non-member Council tonnages received during the month.
- 11 There were no further significant Operating Expenditure variances as at 31 August 2024.

Other Comprehensive Income	Actuals for the Year	Nil
	End of Year Forecasts	Nil

- 12 There were no significant Other Comprehensive Income variances as at 31 August 2024.

Capital Expenditure Statement (refer Attachment 2)

Capital Expenditure	Actuals for the Year	An underspend variance of \$3,807,544
	End of Year Forecasts	As per budget – not yet due to be reviewed.



Capital Expenditure Variances

- 13 An underspend variance of \$3,807,544 existed as at 31 August 2024 when compared to the budget of \$4,805,742.
- 14 Capital expenditure totalling \$998,198 with the major capital expenditure being undertaken on the following:
 - Purchase / Replace Vehicles - HRRP - \$210,531;
 - FOGO Picking Station - RHWMF - \$167,172;
 - Purchase / Replace Minor Plant and Equipment - RHWMF - \$148,464;
 - Purchase / Replace Other Equipment - RHWMF - \$130,759;
 - Purchase / Replace Vehicles - RHWMF - \$96,917;
 - Purchase Vehicles - Ascot - \$54,262;

- Construct Wood Waste to Energy Building - HRRP - \$49,183;
- Refurbish Plant - RHWMF - \$46,159;
- Construct Class III Cell Stage 17 - RHWMF - \$45,859; and
- Purchase FOGO Processing Plant - RHWMF - \$27,450.

15 As end of year forecasts are yet to be reviewed, the forecast balances as at 31 August 2024 are as per the budget estimates.

Statement of Financial Position (refer Attachment 3)

16 The Statement of Financial Position shows the overall impact of actual balances compared with budget provisions and end of year forecasts for operating and capital works activities.

17 Total Equity as at 31 August 2024 totals \$160,455,510. This is an increase of \$1,916,043 from the 30 June 2024 equity of \$158,539,467.

18 As end of year forecasts are yet to be reviewed, the forecast balances as at 31 August 2024 are as per the budget estimates.

Statement of Cash and Investments (refer Attachment 4)

19 The level of cash and investments in the Municipal Fund as at 31 August 2024 is \$37,880,559 and Restricted Cash amount to \$46,790,465.

20 The net movement for the month is an increase of \$2,694,101.

21 As end of year forecasts are yet to be reviewed, the forecast balances as at 31 August 2024 are as per the budget estimates.

Statement of Financial Activity (refer Attachment 5)

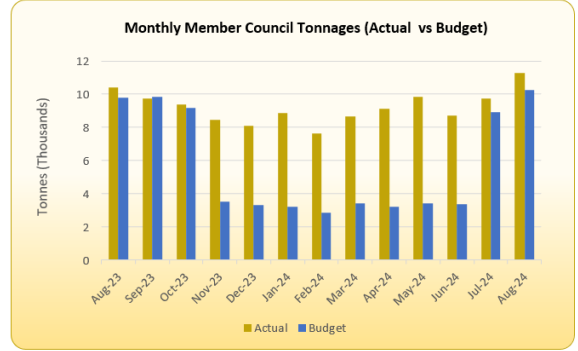
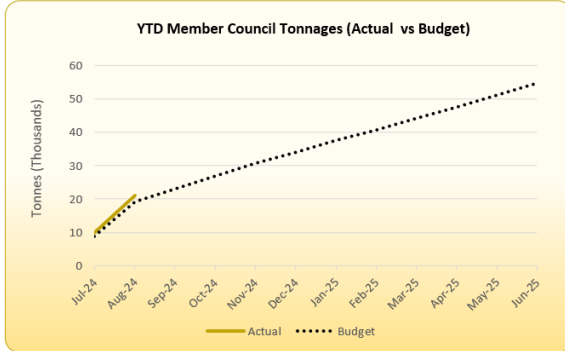
22 The Statement of Financial Activity combines information from other report to include Operating Revenue and Expenditure, Capital Income and Expenditure, and transfers to and from reserves.

23 The explanation of material variances can be found in the paragraphs under the "Statement of Comprehensive Income - Nature and Type" section.

Investment Report (refer Attachment 6)

24 Term deposits valued at \$32,000,000 matured during August 2024 and the entire amount was reinvested into further term deposits.

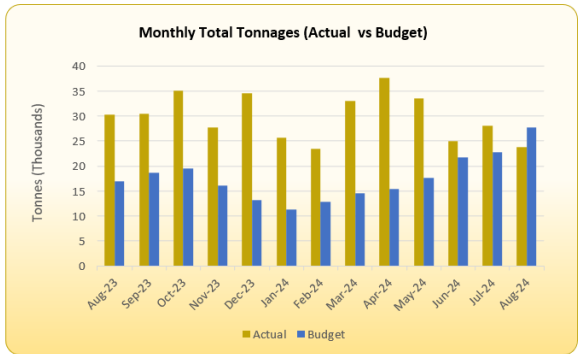
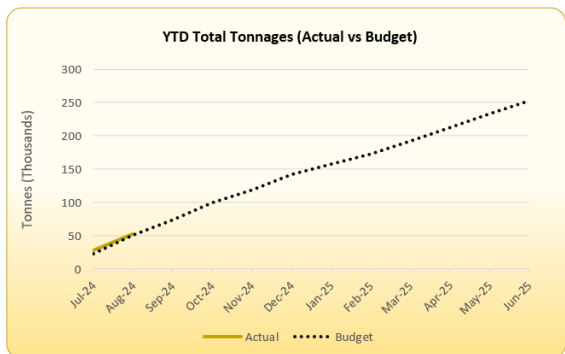
Red Hill Tonnages - Member Councils



25 Tonnages received from Member Councils at Red Hill Waste Management Facility were 20,998 tonnes compared to the budget of 19,156 tonnes.

26 This compared with 18,904 tonnes in the previous corresponding period. The main variance is due to additional FOGO tonnes received from Shire of Mundaring and City of Swan.

Red Hill Tonnages – Total Tonnages



27 Total Red Hill tonnages received from all sources were 51,994 tonnes compared to the budget of 50,604 tonnes. The variance is mainly as a result of the higher commercial and non-member Council tonnes received.

28 As at the same period in 2023/2024 tonnages received from all sources totalled 55,778 tonnes.

STRATEGIC/POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

30 As outlined within the report and attachments.

SUSTAINABILITY IMPLICATIONS

31 Nil

RISK MANAGEMENT

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

MEMBER COUNCIL IMPLICATIONS

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

ATTACHMENT(S)

1. Statement of Comprehensive Income by Nature and Type (D2024/25082)
2. Capital Expenditure Statement (D2024/25087)
3. Statement of Financial Position (D2024/25088)
4. Statement of Cash and Investments (D2024/25090)
5. Statement of Financial Activity (D2024/25092)
6. Investment Report (D2024/25249)

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION(S)

That Council receives the Statement of Comprehensive Income, Capital Expenditure Statement, Statement of Financial Position, Statement of Cash and Investments, Statement of Financial Activity and the Investment Report for the period ended 31 August 2024.

COUNCIL RESOLUTION(S)

MOVED

SECONDED

STATEMENT OF COMPREHENSIVE INCOME

Nature and Type

Year to Date

August 2024

Full Year

	Actual	Budget	Variance		Forecast	Budget	Variance	
Operating Income								
	\$9,016,660	\$9,179,636	(\$162,976)	(U)	User Charges	\$61,982,317	\$61,982,317	\$0 (F)
	(\$3,652,525)	(\$3,886,363)	\$233,838	(F)	<u>Less</u> Landfill Levy Charges	(\$19,191,980)	(\$19,191,980)	\$0 (F)
	\$5,364,135	\$5,293,273	\$70,862	(F)	Net User Charges	\$42,790,337	\$42,790,337	\$0 (F)
	\$177,892	\$164,895	\$12,997	(F)	Special Charges	\$833,406	\$833,406	\$0 (F)
	\$619,322	\$564,742	\$54,580	(F)	Secondary Waste Charge	\$1,181,382	\$1,181,382	\$0 (F)
	\$0	\$0	\$0	(F)	Contributions	\$88,726	\$88,726	\$0 (F)
	\$0	\$0	\$0	(F)	Operating Grants	\$128,300	\$128,300	\$0 (F)
	\$506,573	\$27,092	\$479,481	(F)	Interest Municipal Cash Investments	\$162,568	\$162,568	\$0 (F)
	\$177,074	\$219,566	(\$42,492)	(U)	Interest Restricted Cash Investments	\$1,317,456	\$1,317,456	\$0 (F)
	\$462,232	\$342,232	\$120,000	(F)	Reimbursements	\$2,053,456	\$2,053,456	\$0 (F)
	\$644,691	\$643,324	\$1,367	(F)	Other	\$4,050,005	\$4,050,005	\$0 (F)
	\$84,682	\$90,831	(\$6,149)	(U)	Proceeds from Sale of Assets	\$325,000	\$325,000	\$0 (F)
	\$8,036,601	\$7,345,955	\$690,646	(F)	Total Operating Income	\$52,930,636	\$52,930,636	\$0 (F)
Operating Expenditure								
	\$2,645,490	\$2,600,076	(\$45,414)	(U)	Salary Expenses	\$16,790,286	\$16,790,286	\$0 (F)
	\$1,039,376	\$1,143,769	\$104,393	(F)	Contract Expenses	\$11,497,412	\$11,497,412	\$0 (F)
	\$292,537	\$310,127	\$17,590	(F)	Material Expenses	\$2,064,709	\$2,064,709	\$0 (F)
	\$67,233	\$69,438	\$2,205	(F)	Utility Expenses	\$514,621	\$514,621	\$0 (F)
	\$287,866	\$287,990	\$124	(F)	Fuel Expenses	\$1,989,418	\$1,989,418	\$0 (F)
	\$0	\$0	\$0	(F)	Interest Expenses	\$0	\$0	\$0 (F)
	\$98,589	\$101,270	\$2,681	(F)	Insurance Expenses	\$610,639	\$610,639	\$0 (F)
	\$948,921	\$910,372	(\$38,549)	(U)	Depreciation Expenses	\$5,462,583	\$5,462,583	\$0 (F)
	\$366,851	\$422,469	\$55,618	(F)	Miscellaneous Expenses	\$11,180,783	\$11,180,783	\$0 (F)
	\$213,146	\$97,292	(\$115,854)	(U)	Provision Expenses	\$617,260	\$617,260	\$0 (F)
	(\$845)	(\$174)	\$671	(F)	Costs Allocated	\$0	\$0	\$0 (F)
	\$161,394	\$160,423	(\$971)	(U)	Carrying Amount of Assets Disposed Of	\$251,761	\$251,761	\$0 (F)
	\$6,120,558	\$6,103,052	(\$17,506)	(U)	Total Operating Expenditure	\$50,979,472	\$50,979,472	\$0 (F)
	\$1,916,043	\$1,242,903	\$673,140	(F)	NET RESULT BEFORE OTHER COMPREHENSIVE INCOME	\$1,951,164	\$1,951,164	\$0 (F)
	Surplus	Surplus			Surplus	Surplus		
Other Comprehensive Income								
	\$0	\$0	\$0	(F)	Revaluation of Assets/Accumulated Depreciation Reversal	\$0	\$0	\$0 (F)
	\$0	\$0	\$0	(F)	Total Other Comprehensive Income	\$0	\$0	\$0 (F)
	\$1,916,043	\$1,242,903	\$673,140	(F)	CHANGE IN NET ASSETS FROM OPERATIONS	\$1,951,164	\$1,951,164	\$0 (F)
	Surplus	Surplus			Surplus	Surplus		

Notes:

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

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



CAPITAL EXPENDITURE STATEMENT

AUGUST 2024

Year to Date			On Order	Full Year			
Actual	Budget	Variance		Forecast	Budget	Variance	
CEO's Team							
\$0	\$12,500	\$12,500	\$0	Purchase Information Technology & Communication Equipment - Councillors (24550/01)	\$75,000	\$75,000	\$0
\$0	\$12,500	\$12,500	\$0		\$75,000	\$75,000	\$0



CAPITAL EXPENDITURE STATEMENT

AUGUST 2024

Year to Date			On Order	Full Year			
Actual	Budget	Variance		Forecast	Budget	Variance	
Business Support							
\$5,400	\$8,932	\$3,532	\$0	Extend Ascot PV & EV Charging (24399/28)	\$53,603	\$53,603	\$0
\$54,263	\$22,666	(\$31,597)	\$0	Purchase Vehicles - Ascot Place (24440/00)	\$136,000	\$136,000	\$0
\$0	\$41,666	\$41,666	\$0	Purchase Vehicles - Ascot Place (Electric Vehicles) (24440/01)	\$250,000	\$250,000	\$0
\$0	\$1,666	\$1,666	\$0	Purchase Furniture Fittings & Equipment - Corporate Services (24510/01)	\$10,000	\$10,000	\$0
\$0	\$65,332	\$65,332	\$0	Purchase Information Technology & Communication Equipment (24550/00)	\$392,000	\$392,000	\$0
\$0	\$3,332	\$3,332	\$0	Capital Improvement Administration Building - Ascot Place (25240/01)	\$20,000	\$20,000	\$0
\$0	\$858	\$858	\$0	Upgrade Security Equipment - Ascot Place (25530/01)	\$5,150	\$5,150	\$0
\$59,663	\$144,452	\$84,789	\$0		\$866,753	\$866,753	\$0



CAPITAL EXPENDITURE STATEMENT

AUGUST 2024

Year to Date			On Order		Full Year		
Actual	Budget	Variance			Forecast	Budget	Variance
Operations Team							
\$0	\$41,666	\$41,666	\$0	Construct Waste Management Facility Buildings - Red Hill Landfill Facility (24250/01)	\$250,000	\$250,000	\$0
\$49,183	\$218,380	\$169,197	\$834,640	Construct Wood Waste to Energy Building - HRRP (24259/05)	\$1,310,291	\$1,310,291	\$0
\$0	\$5,000	\$5,000	\$0	Construct Community Recycling Centre (CRC) - HRRP (24259/06)	\$30,000	\$30,000	\$0
\$10,884	\$50,000	\$39,116	\$33,477	Construct Waste Transfer Station - HRRP (24259/10)	\$300,000	\$300,000	\$0
\$0	\$1,666	\$1,666	\$0	Construct Weighbridge Office - Hazelmere (24259/12)	\$10,000	\$10,000	\$0
\$0	\$16,666	\$16,666	\$0	Upgrade Power Supply to Workshop No 2 - Red Hill Landfill Facility (24259/15)	\$100,000	\$100,000	\$0
(\$236)	\$250,000	\$250,236	\$12,000	Install Power Supply to Lots 8 9 & 10 - Red Hill Landfill Facility (24259/16)	\$1,500,000	\$1,500,000	\$0
\$0	\$0	\$0	\$0	Construct Wood Waste to Energy Building (Commissioning) - HRRP (24259/18)	\$0	\$0	\$0
\$0	\$86,666	\$86,666	\$0	Construct Wood Waste to Energy Dry Char Storage Facility - HRRP (24259/19)	\$520,000	\$520,000	\$0
\$0	\$50,000	\$50,000	\$0	Wood Waste to Energy Plant - Fire Protection - HRRP (24259/22)	\$300,000	\$300,000	\$0
\$0	\$25,000	\$25,000	\$0	Construct New Power Station - Redhill Landfill Facility (24259/23)	\$150,000	\$150,000	\$0
\$45,859	\$0	(\$45,859)	\$0	Construct Class III Cell Stage 17 - Red Hill Landfill Facility (24310/21)	\$0	\$0	\$0
\$1,312	\$941,666	\$940,354	\$358,282	Construct Class III Cell Stage 18 - Red Hill Landfill Facility (24310/22)	\$5,650,000	\$5,650,000	\$0



CAPITAL EXPENDITURE STATEMENT

AUGUST 2024

Year to Date			On Order	Full Year			
Actual	Budget	Variance		Forecast	Budget	Variance	
Operations Team							
\$0	\$16,666	\$16,666	\$0	Design and Construct Class IV Cell Stage 2 - Red Hill Landfill Facility (24330/04)	\$100,000	\$100,000	\$0
\$3,038	\$25,000	\$21,963	\$0	Design and Construct Class IV Cell Stage 3 - Red Hill Landfill Facility (24330/05)	\$150,000	\$150,000	\$0
\$0	\$79,166	\$79,166	\$0	Construct Leachate and Stormwaste Infrastructure and Siltation Ponds - Red Hill Landfill Facility (24350/01)	\$475,000	\$475,000	\$0
\$218	\$0	(\$218)	\$0	Leachate Pond Deepening - Red Hill Landfill Facility (24350/02)	\$0	\$0	\$0
\$0	\$41,666	\$41,666	\$0	Construct Roads / Carparks - Red Hill Landfill Facility (24370/00)	\$250,000	\$250,000	\$0
\$0	\$55,000	\$55,000	\$0	Construct Access Road to Lots 8 9 10 - Red Hill Landfill Facility (24370/02)	\$330,000	\$330,000	\$0
\$0	\$16,666	\$16,666	\$0	Construct Drainage Diversion and Earthworks Infrastructures - Red Hill Landfill Facility (24380/00)	\$100,000	\$100,000	\$0
\$0	\$36,664	\$36,664	\$0	Construct Drainage Works to Lots 8 9 10 - Red Hill Landfill Facility (24380/01)	\$220,000	\$220,000	\$0
\$0	\$5,000	\$5,000	\$0	Construct Litter Fence - Redhill Landfill Facility (24394/05)	\$30,000	\$30,000	\$0
\$1,300	\$128,332	\$127,032	\$0	Construct FOGO Processing Area - Red Hill Landfill Facility (24395/05)	\$770,000	\$770,000	\$0
\$0	\$6,664	\$6,664	\$0	Undertake FOGO Reference Site Tours (24395/06)	\$40,000	\$40,000	\$0
\$0	\$34,998	\$34,998	\$4,545	Implementation of the FOGO Recovery Strategy (24395/07)	\$210,000	\$210,000	\$0
\$167,172	\$42,350	(\$124,822)	\$0	FOGO Picking Station - Red Hill Landfill Facility (24395/11)	\$254,105	\$254,105	\$0



CAPITAL EXPENDITURE STATEMENT

AUGUST 2024

Year to Date			On Order	Full Year			
Actual	Budget	Variance		Forecast	Budget	Variance	
Operations Team							
\$0	\$16,666	\$16,666	\$0	Construct Monitoring Bores - Red Hill Landfill Facility (24396/00)	\$100,000	\$100,000	\$0
\$0	\$16,666	\$16,666	\$26,566	Project & Engineering Hazelmere - Construct Other (24399/03)	\$100,000	\$100,000	\$0
\$0	\$8,332	\$8,332	\$0	Construct Storage Bunkers for Wood Fines (QA process) - Hazelmere (24399/09)	\$50,000	\$50,000	\$0
(\$5,733)	\$33,332	\$39,065	\$0	Air Supply lines - Waste Management Structures - Red Hill Landfill Facility (24399/10)	\$200,000	\$200,000	\$0
\$0	\$100,000	\$100,000	\$206,150	Wood Waste to Energy Utilities/Infrastructure - HRRP (24399/11)	\$600,000	\$600,000	\$0
\$0	\$16,666	\$16,666	\$0	Develop Lots 8 9 & 10 For Future Waste Activities - Red Hill Landfill Facility (24399/19)	\$100,000	\$100,000	\$0
\$0	\$83,332	\$83,332	\$0	Gas Extraction System Wells - Red Hill Landfill Facility (24399/20)	\$500,000	\$500,000	\$0
\$0	\$654,634	\$654,634	\$0	Air Pollution Control Residue Facility (APCR) - Red Hill Landfill Facility (24399/21)	\$3,927,815	\$3,927,815	\$0
\$4,000	\$0	(\$4,000)	\$0	Extension of Sewer Line from WWtE to Sewer Sump & existing ATU - Hazelmere (24399/23)	\$0	\$0	\$0
\$0	\$16,666	\$16,666	\$0	Noise Barrier for Hammer Mill - HRRP (24399/26)	\$100,000	\$100,000	\$0
\$0	\$16,666	\$16,666	\$0	Red Hill Project - Others/ Emergency (24399/31)	\$100,000	\$100,000	\$0
\$0	\$25,000	\$25,000	\$0	Design and Construct Air Pollution Control Residue Facility (APCR) Monocell - Red Hill Landfill Facility (24399/32)	\$150,000	\$150,000	\$0
\$0	\$283,332	\$283,332	\$0	Purchase / Replace Plant - Red Hill Landfill Facility (24410/00)	\$1,700,000	\$1,700,000	\$0



CAPITAL EXPENDITURE STATEMENT

AUGUST 2024

Year to Date			On Order		Full Year		
Actual	Budget	Variance			Forecast	Budget	Variance
Operations Team							
\$210,531	\$394,960	\$184,430	\$490,301	Purchase / Replace Plant - Hazelmere (24410/01)	\$2,369,760	\$2,369,760	\$0
\$1,434	\$55,000	\$53,566	\$0	Purchase Wood Waste to Energy Plant & Equipment - HRRP (24410/03)	\$330,000	\$330,000	\$0
\$27,450	\$56,666	\$29,216	\$6,850	Purchase FOGO Processing Plant - Red Hill Landfill Facility (24410/10)	\$340,000	\$340,000	\$0
\$0	\$30,000	\$30,000	\$0	Regional Waste Collection Project - Plant Purchases (24410/14)	\$180,000	\$180,000	\$0
\$0	\$179,000	\$179,000	\$0	Air Pollution Control Residue Facility (APCR) Plant & Equipment - Red Hill Landfill Facility (24410/15)	\$1,074,000	\$1,074,000	\$0
\$0	\$84,998	\$84,998	\$0	Regional Waste Collection Project - Bulk Verge for Bassendean and Mundaring (24410/16)	\$510,000	\$510,000	\$0
\$148,464	\$57,000	(\$91,464)	\$785	Purchase / Replace Minor Plant and Equipment-Red Hill Landfill Facility (24420/00)	\$342,000	\$342,000	\$0
(\$176)	\$5,666	\$5,842	\$0	Purchase / Replace Minor Plant and Equipment - Hazelmere (24420/02)	\$34,000	\$34,000	\$0
\$0	\$41,666	\$41,666	\$0	Purchase Wheel Wash - Red Hill Landfill Facility (24420/08)	\$250,000	\$250,000	\$0
\$96,917	\$48,166	(\$48,751)	\$0	Purchase / Replace Vehicles - Red Hill Landfill Facility (24430/00)	\$289,000	\$289,000	\$0
\$0	\$1,666	\$1,666	\$0	Purchase Fire Fighting System/Equipment - Hazelmere (24520/07)	\$10,000	\$10,000	\$0
\$0	\$10,000	\$10,000	\$0	Purchase / Replace Security System - Red Hill Waste Management Facility (24530/08)	\$60,000	\$60,000	\$0
\$0	\$1,000	\$1,000	\$0	Purchase Information Technology & Communication Equipment - Projects (24550/02)	\$6,000	\$6,000	\$0



CAPITAL EXPENDITURE STATEMENT

AUGUST 2024

Year to Date			On Order	Full Year			
Actual	Budget	Variance		Forecast	Budget	Variance	
Operations Team							
\$0	\$5,666	\$5,666	\$0	Purchase Information Technology & Communication Equipment - Hazelmere (24550/03)	\$34,000	\$34,000	\$0
\$0	\$1,000	\$1,000	\$0	Purchase Information Technology & Communication Equipment - Red Hill Admin (24550/05)	\$6,000	\$6,000	\$0
\$0	\$1,000	\$1,000	\$0	Purchase Information Technology & Communication Equipment - Red Hill Weighbridge (24550/06)	\$6,000	\$6,000	\$0
\$130,760	\$16,666	(\$114,094)	\$0	Purchase / Replace Other Equipment - Red Hill Landfill Facility (24590/00)	\$100,000	\$100,000	\$0
\$0	\$1,666	\$1,666	\$0	Purchase / Replace Miscellaneous Equipment - Hazelmere (24590/02)	\$10,000	\$10,000	\$0
\$0	\$166,666	\$166,666	\$0	Purchase Evaporators - Solar Generator - Red Hill Landfill Facility (24590/12)	\$1,000,000	\$1,000,000	\$0
\$0	\$16,666	\$16,666	\$0	Purchase Gas Analyser (Methane) - Redhill Landfill Facility (24590/13)	\$100,000	\$100,000	\$0
\$0	\$832	\$832	\$0	Purchase Office Furniture and Fittings - Hazelmere Office (24610/10)	\$5,000	\$5,000	\$0
\$0	\$1,666	\$1,666	\$0	Purchase Furniture and Fittings - Hazelmere Workshop (24610/11)	\$10,000	\$10,000	\$0
\$46,160	\$25,000	(\$21,160)	\$0	Refurbish Plant - Red Hill Landfill Facility (25410/00)	\$150,000	\$150,000	\$0
\$938,535	\$4,648,790	\$3,710,255	\$1,973,597		\$27,892,971	\$27,892,971	\$0
\$998,198	\$4,805,742	\$3,807,544	\$1,973,597	TOTAL CAPITAL EXPENDITURE	\$28,834,724	\$28,834,724	\$0



STATEMENT OF FINANCIAL POSITION

AUGUST 2024

Unaudited Actual June 2024	Actual Year to Date	(F) = Favourable variation (U) = Unfavourable variation	Full Year		
			Forecast	Budget	Variance
Current Assets					
\$27,350,538	\$2,671,024	Cash and Cash Equivalents	\$1,186,472	\$1,186,472	\$0 (F)
\$60,500,000	\$82,000,000	Investments	\$26,019,318	\$26,019,318	\$0 (F)
\$5,219,324	\$6,221,674	Trade and Other Receivables	\$2,988,058	\$2,988,058	\$0 (F)
\$133,920	\$130,807	Inventories	\$39,035	\$39,035	\$0 (F)
\$37,493	\$260,855	Other Assets	\$67,382	\$67,382	\$0 (F)
\$93,241,275	\$91,284,360	Total Current Assets	\$30,300,265	\$30,300,265	\$0 (F)
Current Liabilities					
\$13,552,842	\$7,388,857	Trade and Other Payables	\$6,201,968	\$6,201,968	\$0 (F)
\$26,000,517	\$58,684,495	Provisions*	\$2,009,781	\$2,009,781	\$0 (F)
\$39,553,359	\$66,073,352	Total Current Liabilities	\$8,211,749	\$8,211,749	\$0 (F)
\$53,687,916	\$25,211,008	Net Current Assets	\$22,088,516	\$22,088,516	\$0 (F)
Non Current Assets					
\$47,850,257	\$47,850,257	Land	\$47,850,257	\$47,850,257	\$0 (F)
\$20,492,682	\$20,371,019	Buildings	\$34,189,308	\$34,189,308	\$0 (F)
\$18,468,961	\$18,292,861	Structures	\$51,020,474	\$51,020,474	\$0 (F)
\$15,494,922	\$14,887,698	Plant	\$26,422,357	\$26,422,357	\$0 (F)
\$461,077	\$424,402	Equipment	\$3,935,059	\$3,935,059	\$0 (F)
\$150,905	\$146,923	Furniture and Fittings	\$217,802	\$217,802	\$0 (F)
\$38,867,970	\$39,701,497	Work in Progress	\$17,536,763	\$17,536,763	\$0 (F)
\$141,786,774	\$141,674,657	Total Non Current Assets	\$181,172,020	\$181,172,020	\$0 (F)
Non Current Liabilities					
\$36,935,223	\$6,430,155	Provisions	\$42,625,314	\$42,625,314	\$0 (F)
\$36,935,223	\$6,430,155	Total Non Current Liabilities	\$42,625,314	\$42,625,314	\$0 (F)
\$158,539,467	\$160,455,510	Net Assets	\$160,635,222	\$160,635,222	\$0 (F)
Equity					
\$58,805,378	\$75,389,318	Accumulated Surplus/Deficit	\$96,902,208	\$96,902,208	\$0 (F)
\$37,597,986	\$37,597,986	Asset Revaluation Reserve	\$37,145,634	\$37,145,634	\$0 (F)
\$45,552,163	\$45,552,163	Cash Backed Reserves	\$24,636,216	\$24,636,216	\$0 (F)
\$16,583,940	\$1,916,043	Net change in assets from operations	\$1,951,164	\$1,951,164	\$0 (F)
\$158,539,467	\$160,455,510	Total Equity	\$160,635,222	\$160,635,222	\$0 (F)

*Current Liabilities - Provisions include City of Belmont Payout Provision of \$21,000,517 and City of Kalamunda Payput Provision of \$30,718,215



CASH AND INVESTMENTS AUGUST 2024

Unaudited Actual June 2024	Actual Year to Date	(F) = Favourable variation (U) = Unfavourable variation	Full Year		
			Forecast	Budget	Variance
Municipal Cash and Investments					
3,346,488	2,666,973	Cash at Bank - Municipal Fund 01001/00	737,094	737,094	0 (F)
4,050	4,050	Cash on Hand 01019/00 - 02	4,050	4,050	0 (F)
38,947,835	35,209,536	Investments - Municipal Fund 02021/00	1,182,422	1,182,422	0 (F)
42,298,373	37,880,559	Total Municipal Cash	1,923,566	1,923,566	0 (F)
Restricted Cash and Investments					
1,288,995	178,298	Restricted Investments - Plant and Equipment 02022/01	222,157	222,157	0 (F)
4,462,212	4,520,682	Restricted Investments - Post Closure Site Rehabilitation Red Hill 02022/02	4,282,467	4,282,467	0 (F)
6,682,929	96,497	Restricted Investments - Future Development 02022/03	735,590	735,590	0 (F)
2,065,084	2,092,144	Restricted Investments - Environmental Monitoring Red Hill 02022/04	1,985,756	1,985,756	0 (F)
4,573,221	5,133,211	Restricted Investments - Class IV Cells Red Hill 02022/07	463,756	463,756	0 (F)
10,312,670	6,466,995	Restricted Investments - Secondary Waste Processing 02022/09	8,810,577	8,810,577	0 (F)
1,208,713	261,740	Restricted Investments - Class III Cells 02022/10	2,152,501	2,152,501	0 (F)
5,762,984	5,838,499	Restricted Investments - EastLink Relocation 02022/13	4,864,418	4,864,418	0 (F)
8,036,861	21,028,724	Restricted Investments - Committed Funds 02022/14	544,468	544,468	0 (F)
1,158,496	1,173,675	Restricted Investments - Long Service Leave 02022/90	1,220,534	1,220,534	0 (F)
45,552,165	46,790,465	Total Restricted Cash	25,282,224	25,282,224	0 (F)
87,850,538	84,671,024	TOTAL CASH AND INVESTMENTS	27,205,790	27,205,790	0 (F)

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



STATEMENT OF FINANCIAL ACTIVITY AUGUST 2024

Year to Date				Full Year			
Actual	Budget	Variance		Forecast	Budget	Variance	
				(F) = Favourable variation (U) = Unfavourable variation			
OPERATING ACTIVITIES							
Revenue from operating activities							
\$9,813,874	\$9,909,273	(\$95,399)	(U)	Fees and charges	\$63,997,105	\$63,997,105	\$0 (F)
\$462,232	\$342,232	\$120,000	(F)	Grants, subsidies and contributions	\$2,270,482	\$2,270,482	\$0 (F)
\$683,647	\$246,658	\$436,989	(F)	Interest revenue	\$1,480,024	\$1,480,024	\$0 (F)
\$644,691	\$643,324	\$1,367	(F)	Other revenue	\$4,050,005	\$4,050,005	\$0 (F)
\$84,682	\$90,831	(\$6,149)	(U)	Profit on asset disposals	\$73,239	\$73,239	\$0 (F)
\$11,689,126	\$11,232,318	\$456,808	(F)		\$71,870,855	\$71,870,855	\$0 (F)
Expenditure from operating activities							
(\$2,645,490)	(\$2,600,076)	(\$45,414)	(U)	Employee costs	(\$16,790,286)	(\$16,790,286)	\$0 (F)
(\$1,331,913)	(\$1,453,896)	\$121,983	(F)	Materials and contracts	(\$13,562,121)	(\$13,562,121)	\$0 (F)
(\$67,233)	(\$69,438)	\$2,205	(F)	Utility charges	(\$514,621)	(\$514,621)	\$0 (F)
(\$948,921)	(\$910,372)	(\$38,549)	(U)	Depreciation	(\$5,462,583)	(\$5,462,583)	\$0 (F)
\$0	\$0	\$0	(F)	Finance costs	\$0	\$0	\$0 (F)
(\$98,589)	(\$101,270)	\$2,681	(F)	Insurance	(\$610,639)	(\$610,639)	\$0 (F)
(\$4,519,543)	(\$4,693,940)	\$174,397	(F)	Other expenditure	(\$32,979,441)	(\$32,979,441)	\$0 (F)
(\$161,394)	(\$160,423)	(\$971)	(U)	Loss on asset disposals	\$0	\$0	\$0 (F)
(\$9,773,083)	(\$9,989,415)	\$137,558	(F)		(\$69,919,691)	(\$69,919,691)	\$0 (F)
\$1,238,780	\$55,994	\$1,182,786	(F)	Non-cash amounts excluded from operating activities	\$6,006,604	\$6,006,604	\$0 (F)
\$3,154,823	\$1,298,897	\$1,777,152	(F)	Amount attributable to operating activities	\$7,957,768	\$7,957,768	\$0 (F)
INVESTING ACTIVITIES							
Inflows from investing activities							
\$84,682	\$90,831	(\$6,149)	(U)	Proceeds from disposal of assets	\$325,000	\$325,000	\$0 (F)
\$84,682	\$90,831	(\$6,149)	(U)		\$325,000	\$325,000	\$0 (F)
Outflows from investing activities							
(\$729,472)	(\$2,379,024)	\$1,649,552	(F)	Purchase of property, plant and equipment	(\$14,274,201)	(\$14,274,201)	\$0 (F)
(\$268,726)	(\$2,426,748)	\$2,158,022	(F)	Purchase and construction of infrastructure	(\$14,560,523)	(\$14,560,523)	\$0 (F)
(\$998,197)	(\$4,805,772)	\$3,807,575	(F)		(\$28,834,724)	(\$28,834,724)	\$0 (F)
(\$913,515)	(\$4,714,941)	\$3,801,426	(F)	Amount attributable to investing activities	(\$28,509,724)	(\$28,509,724)	\$0 (F)
FINANCING ACTIVITIES							
Inflows from financing activities							
\$8,448,907	\$1,626,830	\$6,822,077	(F)	Transfers from reserve accounts	\$9,761,029	\$9,761,029	\$0 (F)
\$8,448,907	\$1,626,830	\$6,822,077	(F)		\$9,761,029	\$9,761,029	\$0 (F)
Outflows from financing activities							
(\$9,687,209)	(\$791,816)	(\$8,895,393)	(U)	Transfers to reserve accounts	(\$4,750,987)	(\$4,750,987)	\$0 (F)
(\$9,687,209)	(\$791,816)	(\$8,895,393)	(U)		(\$4,750,987)	(\$4,750,987)	\$0 (F)
(\$1,238,302)	\$835,014	(\$2,073,316)	(U)	Amount attributable to financing activities	\$5,010,042	\$5,010,042	\$0 (F)
MOVEMENT IN SURPLUS OR DEFICIT							
\$8,135,751	\$12,348,206	(\$4,212,455)	(U)	Surplus or deficit at the start of the financial year	\$12,348,206	\$12,348,206	\$0 (F)
\$3,154,823	\$1,298,897	\$1,855,926	(F)	Amount attributable to operating activities	\$7,957,768	\$7,957,768	\$0 (F)
(\$913,515)	(\$4,714,941)	\$3,801,426	(F)	Amount attributable to investing activities	(\$28,509,724)	(\$28,509,724)	\$0 (F)
(\$1,238,302)	\$835,014	(\$2,073,316)	(U)	Amount attributable to financing activities	\$5,010,042	\$5,010,042	\$0 (F)
\$9,138,757	\$9,767,176	(\$628,419)	(U)	Surplus or deficit after imposition of general rates	(\$3,193,708)	(\$3,193,708)	\$0 (F)

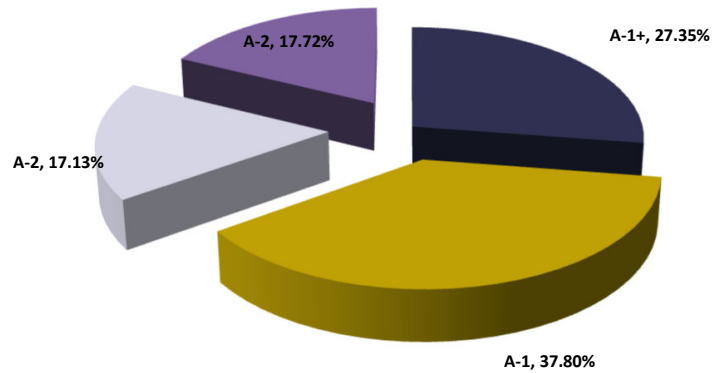
EMRC Investment Report

August 2024

I. Overall Portfolio Limits

S&P Long Term Rating	S&P Short Term Rating	Short Term % Portfolio	Investment Maximum %
AA-	A-1+	27.35%	100.00%
A	A-1	37.80%	100.00%
A-	A-2	17.13%	100.00%
BBB	A-2	17.72%	40.00%
		100.00%	

Investment by S&P Rating



II. Single Entity Exposure

	S&P Long Term Rating	S&P Short Term Rating	Short Term % Portfolio
ANZ Banking Group	AA-	A-1+	0.00%
AMP	BBB	A-2	17.72%
NAB	AA-	A-1+	11.22%
Westpac / St. George Bank	AA-	A-1+	16.14%
Suncorp	A+	A-1	12.99% *
BOQ / ME Bank	A-	A-2	17.13%
Commonwealth Bank	AA-	A-1+	0.00%
ING	A	A-1	24.80%
Macquarie Bank	A+	A-1	0.00%
			100.00%

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

III. Term to Maturity Framework

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

IV. Fossil Fuel Divestment

	% Portfolio	
Non-Fossil Fuel ADI's	12.99%	
Fossil Fuel ADI's	87.01%	
		100.00%



6.2 REVIEW OF COUNCIL POLICY 3.2 – COMMUNITY GRANTS IN THE VICINITY OF RED HILL WASTE MANAGEMENT FACILITY AND HAZELMERE RESOURCE RECOVERY PARK

D2024/25093

PURPOSE OF REPORT

The purpose of this report is to review and revise the EMRC Policy 3.2 - Community Grants in the Vicinity of the Red Hill Waste Management Facility to include communities in the vicinity of the Hazelmere Resource Recovery Park.

KEY POINT(S)

- Council Policy 3.2 was last reviewed at the ordinary meeting of Council held on 25 February 2023.
- Council Policy 3.2 is being re-presented to Council earlier than the normal four year review period, to include the communities in the vicinity of Hazelmere in the Community Grants program.
- It is proposed the revised policy be adopted.

RECOMMENDATION(S)

That:

1. Council adopts Policy 3.2 as reviewed and amended forming Attachment 2 to this report.
2. The adopted policy as reviewed and amended be scheduled to be reviewed again in four years.

SOURCE OF REPORT

Chief Sustainability Officer

BACKGROUND

- 1 Council Policy 3.2 – ‘Community Grants in the Vicinity of the Red Hill Waste Management Facility’ was last reviewed and approved by Council at its ordinary meeting of Council held on 25 February 2023 (D2023/03513).
- 2 The policy at that time only considered communities in the vicinity of Red Hill Waste Management Facility and did not include communities in the vicinity of the Hazelmere Resource Recovery Park.

REPORT

- 3 The policies of the EMRC, determined by Council as required by Section 2.7(2)(b) of the *Local Government Act 1995* (the Act), guide and inform management and the public about key Council policies and procedures. It is important that policies are reviewed periodically and amended where necessary.
- 4 EMRC’s Executive Leadership Team, together with relevant Officers, have undertaken a comprehensive review of the attached policy with a view to extending the location to include communities in the vicinity of the Hazelmere Resource Recovery Park and to ensure the policy remains contemporary and appropriate for the EMRC.
- 5 The policy has been reviewed to include the area around Hazelmere and the changes have been tabled for Council’s consideration.
- 6 The proposed changes are tracked and provided in Attachment 1 of this report, with a clean copy of the policy (with all changes accepted) provided in Attachment 2 of this report.



- 7 Consistent with previous Council instructions to review each policy every four years, all the policies will be reviewed progressively during a four-year cycle.

STRATEGIC/POLICY IMPLICATIONS

- 8 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

- 9 An amount of \$15,000 has been allocated in the approved operating budget for the 2024/2025 financial year.

SUSTAINABILITY IMPLICATIONS

- 10 The policies under review contribute to sustainability by informing management and the public about key Council policies and procedures.

RISK MANAGEMENT

Risk – Lack of Engagement with Local Communities		
Consequence	Likelihood	Rating
Moderate	Unlikely	Moderate
Action/Strategy		
➤ Council to adopt the revised Council Policy 3.2		

MEMBER COUNCIL IMPLICATIONS

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

ATTACHMENT(S)

1. Policy 3.2 - Grants for Community Groups in the Vicinity of Red Hill Waste Management Facility and Hazelmere Resource Recovery Park – With Track Changes (D2024/25095)
2. Revised Policy 3.2 - Grants for Community Groups in the Vicinity of Red Hill Waste Management Facility and Hazelmere Resource Recovery Park - Clean Copy (D2024/25094)

VOTING REQUIREMENT

Simple Majority



RECOMMENDATION(S)

That:

1. Council adopts Policy 3.2 as reviewed and amended forming Attachment 2 to this report.
2. The adopted policy as reviewed and amended be scheduled to be reviewed again in four years.

COUNCIL RESOLUTION(S)

MOVED

SECONDED



Council Policy 3.2

Grants for Community Groups in the Vicinity of Red Hill Waste Management Facility and Hazelmere Resource Recovery Park

Objective

To support community groups to undertake activities for the benefit of local communities.

Purpose

To provide a community grants program to benefit communities in the vicinity of the Red Hill Waste Management Facility, specifically in the locations of Gidgegannup, Hovea, Parkerville and Stoneville and in the vicinity of the Hazelmere Resource Recovery Park, specifically in the locations of Bellevue, Bushmead, Guildford, Helena Valley, Midland, South Guildford and Woodbridge.-

Legislation

Local Government Act 1995 s.5.16, s.5.17

Policy Statement

1. The Council's involvement as a contributing member of communities in Gidgegannup, Hovea, Parkerville, and Stoneville, Bellevue, Bushmead, Guildford, Helena Valley, Midland, South Guildford and Woodbridge -be demonstrated by providing financial support to not-for-profit organisations that are undertaking activities that will potentially benefit the community.
2. That community groups, in the respective areas, which can demonstrate that their activities benefit these communities, be eligible for Council's financial support under this policy.
3. Provision be made in the Council's annual budget for grants to community groups, in the respective areas, in accordance with this policy.
4. That community groups are made aware of the availability of financial support through annual advertising, following adoption of the annual budget.
5. The duty of deciding the outcome of an application is delegated to the CEO after consultation with the Chairman and Deputy Chairman.

NOTE: Applicant guidelines apply. These are reviewed annually by EMRC staffemployees and made available on EMRC's website.

Financial Considerations

An allocation is provided in the annual budget to meet the anticipated cost of making a contribution to communities in the vicinity of Red Hill and Hazelmere.

Adopted/Reviewed

December 1997



22 July 1999
02 May 2002
28 August 2003
20 May 2004
26 February 2006
18 September 2008
23 September 2010
18 September 2014
06 December 2018
23 February 2023

24 October 2024

Next Review

~~February 2027~~ October 2028

Responsible Unit

Sustainability Team



Council Policy 3.2

Grants for Community Groups in the Vicinity of Red Hill Waste Management Facility and Hazelmere Resource Recovery Park

Objective

To support community groups to undertake activities for the benefit of local communities.

Purpose

To provide a community grants program to benefit communities in the vicinity of the Red Hill Waste Management Facility, specifically in the locations of Gidgegannup, Hovea, Parkerville and Stoneville and in the vicinity of the Hazelmere Resource Recovery Park, specifically in the locations of Bellevue, Bushmead, Guildford, Helena Valley, Midland, South Guildford and Woodbridge.

Legislation

Local Government Act 1995 s.5.16, s.5.17

Policy Statement

1. The Council's involvement as a contributing member of communities in Gidgegannup, Hovea, Parkerville, Stoneville, Bellevue, Bushmead, Guildford, Helena Valley, Midland, South Guildford and Woodbridge be demonstrated by providing financial support to not-for-profit organisations that are undertaking activities that will potentially benefit the community.
2. That community groups, in the respective areas, which can demonstrate that their activities benefit these communities, be eligible for Council's financial support under this policy.
3. Provision be made in the Council's annual budget for grants to community groups, in the respective areas, in accordance with this policy.
4. That community groups are made aware of the availability of financial support through annual advertising, following adoption of the annual budget.
5. The duty of deciding the outcome of an application is delegated to the CEO after consultation with the Chairman and Deputy Chairman.

Note: Applicant guidelines apply. These are reviewed annually by EMRC staff and made available on EMRC's website.

Financial Considerations

An allocation is provided in the annual budget to meet the anticipated cost of making a contribution to communities in the vicinity of Red Hill and Hazelmere.



Adopted/Reviewed

December 1997

22 July 1999

02 May 2002

28 August 2003

20 May 2004

26 February 2006

18 September 2008

23 September 2010

18 September 2014

06 December 2018

23 February 2023

24 October 2024

Next Review

October 2028

Responsible Unit

Sustainability Team



6.3 REVIEW OF COUNCIL POLICY 2.2 – AUDIO RECORDING OF COUNCIL MEETINGS

D2024/25118

PURPOSE OF REPORT

The purpose of this report is for Council to review Council Policy 2.2 – Audio Recording of Council Meetings and to adopt the required changes because of the amendments introduced in the *Local Government Amendment Act 2023*.

KEY POINT(S)

- Council Policy 2.2 – Audio Recording of Council Meetings was last fully reviewed at the meeting of Council held on 22 June 2023.
- Section 58 of the *Local Government Amendment Act 2023* introduced a new section 5.23A into the *Local Government Act 1995* (the Act) covering electronic broadcasting (livestreaming) and video and audio recording of council meetings.
- It is proposed that the existing policy, as revised, be adopted.

RECOMMENDATION(S)

That:

1. Council adopts the Council Policy 2.2 – Broadcast and Recording of Council Meetings as reviewed and amended forming Attachment 2 to this report.
2. The adopted policy, as reviewed and amended be scheduled to be reviewed again in four years.

SOURCE OF REPORT

Chief Financial Officer

BACKGROUND

- 1 Council Policy 2.2 – Audio Recording of Council Meetings was last fully reviewed at the meeting of Council held on 22 June 2023.
- 2 Section 58 of the *Local Government Amendment Act 2023* introduced a new section 5.23A into the *Local Government Act 1995* covering electronic broadcasting (livestreaming) and video and audio recording of council meetings.
- 3 The *Local Government Regulations Amendment Regulations (No. 3)* was published on 18 October 2023.
- 4 Section 58 of the *Local Government Amendment Act 2023* was commenced on 19 October 2023, as part of the *Local Government Amendment Act 2023 Commencement Proclamation (No. 3) 2023*.
- 5 Part 2A of the *Local Government (Administration) Regulations 1996* titled Electronic Broadcasting and Video or Audio Recording of Council Meetings, will apply to meetings of council held on or after 1 January 2025.

REPORT

- 6 EMRC's Executive Leadership Team, together with relevant Officers, have undertaken a comprehensive review of the policy in consideration of the requirements introduced by the *Local Government Amendment Act 2023*.
- 7 Section 5.23A(2) of the Act is a power that allows regulations to be made that may require, regulate, or otherwise make provision for any of the following matters:
- electronic broadcasting of council meetings;
 - making or retaining recordings of council meetings;
 - making recordings of council meetings publicly available; and
 - provision, or otherwise making available, recordings of council meetings.
- 8 The requirements for livestreaming and recording of council meetings are aimed at increasing transparency and accountability in local government.
- 9 This reform will also increase public access to council meetings.
- 10 While section 5.23A of the Act provides regulation-making powers to deal with the broadcasting and recording of committee meetings, the requirements set out in the regulations apply only to council meetings – ordinary council meetings and special council meetings.
- 11 There is no legislative requirement under the regulations to livestream or record committee meetings. Local governments are not required to livestream or record committee meetings. However, local governments may choose to do so.
- 12 Officers have recommended that live streaming is to be limited to Ordinary and Special Meetings of Council.
- 13 Regulation 14H of the *Local Government (Administration) Regulations 1996* requires class 1 and 2 local governments to broadcast meetings of council electronically.
- 14 In accordance with Part 1A, r. 2B(3)(a) of the *Local Government (Constitution) Regulations 1998*, the EMRC is classified as a class 2 local government.
- 15 A summary of the requirements for the EMRC is as follows:
- video and audio livestreaming of council meetings (open proceedings);
 - no livestreaming of closed proceedings;
 - video and audio recording of council meetings (open proceedings);
 - audio recordings of closed proceedings;
 - livestreaming and recording technology installed at the council's usual meeting place; and
 - portable technology for meetings held outside of the usual meeting place or in case of a technological failure.
- 16 The broadcast must be live and available from the local government's official website [r.14H(1)(b)(i)] or another website a link to which is publicly provided on the local government's official website [r.14H(1)(b)(ii)].
- 17 The broadcast must be both visual and audio [r.14H(1)(c)].
- 18 Recordings must be publicly available within 14 days of the meeting day and held for at least 5 years after the meeting day [r.14I(1)(b)].



- 19 Closed proceedings of Council (meetings behind closed doors) are not to be broadcast, however an audio only recording is to be made [r.14(2)(a)(ii)].
- 20 Electronic broadcasting of council meetings will apply to meetings of council held on or after 1 January 2025. Broadcasting and recording of meetings of council may be made prior to this commencement date.
- 21 The current Policy 2.2 covers only audio recordings and is proposed to be amended to incorporate the required changes as a result of the requirements for live streaming.
- 22 It is recommended Council adopt the Council Policy 2.2 Broadcast and Recording of Council Meetings forming attachment 2 of this report.

STRATEGIC/POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

- 24 The upgrade to enable live streaming and recording has been allowed for in the adopted 2024/2025 Annual Budget

SUSTAINABILITY IMPLICATIONS

- 25 The policy under review contributes to sustainability by informing management and the public about a key Council policy and procedures.

RISK MANAGEMENT

Risk – Non-Compliance with Local Government Act and Regulations		
Consequence	Likelihood	Rating
Moderate	Unlikely	Moderate
Action/Strategy		
➤ Council to adopt the revised Council Policy 2.2		

MEMBER COUNCIL IMPLICATIONS

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



ATTACHMENT(S)

1. Council Policy 2.2 - Broadcast and Recording of Council Meetings – With Track Changes (D2024/26288)
2. Council Policy 2.2 - Broadcast and Recording of Council Meetings - Clean Copy (D2024/25117)

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION(S)

That:

1. Council adopts the Council Policy 2.2 – Broadcast and Recording of Council Meetings as reviewed and amended forming Attachment 2 to this report.
2. The adopted policy, as reviewed and amended be scheduled to be reviewed again in four years.

COUNCIL RESOLUTION(S)

MOVED

SECONDED



Council Policy 2.2

Audio-Broadcast and Recording of Council Meetings

Strategic Plan Objective

To report against the revised 10 Year Strategic Plan 2017-2027 and the Sustainability Strategy 2022/2023 – 2026/2027 objectives.

Purpose

To ensure open, transparent and accountable decision making and access to Council meetings.

To emphasise that the reason for the broadcast and recording of Council Meetings is to ensure ~~the accuracy of Council meeting minutes and that any reproduction of these minutes is for the sole purpose of Council business~~ compliance with the Local Government (Administration) Regulations 1996 Part 2A.

To ensure that there is a process in place to outline the access to recorded Council meetings.

Legislation

Local Government Act 1995

Local Government (Administration) Regulations 1996

State Records Act 2000

Standing Orders Local Law 2013

Policy Statement

Broadcast and Recording of Proceedings

1. All Ordinary and Special meetings of Council will, wherever technically possible, be broadcast (both video and audio) ~~audio and~~ recorded by the EMRC in their entirety, excluding where Council has resolved to close the meeting to members of the public in accordance with section 5.23 of the *Local Government Act 1995* and the EMRC's *Standing Orders Local Law 2013*.
2. Clear signage will be placed in the Council Chamber advising members of the public that the meeting will be audio broadcast and recorded.
3. At the commencement of each Council meeting the Chairman will publicly announce that the meeting will be audio broadcast and recorded.
4. Other than in accordance with this Policy, a person must not use any electronic, visual or audio recording device or instrument to record the proceedings of Council without the written permission of the Chairman or Chief Executive Officer.
5. Opinions expressed or statements made by persons during the course of a Council meeting, and contained within the ~~audio~~-recording, are the opinions or statements of those individual persons and do not represent opinions or statements of the EMRC. The recording is not, and shall not be taken to be, a confirmed official record of Council, or of any meeting or discussion to which it relates or may appear to relate.
6. The recording of Council meetings shall assist in the preparation of the minutes of Council consistent with the objectives of section 1.3(2)(c) of the *Local Government Act 1995*.

7. The official record of the meeting will be the written minutes prepared in accordance with the requirements of the *Local Government Act 1995* and the *Local Government (Administration) Regulations 1996*, which require confirmation by Council resolution and must be signed by the person presiding at the meeting.

Livestreaming of Council meetings will commence from the first meeting in 2025, or earlier if the facilities are available.

Access to and Permitted Use of Recordings

8. The ~~audio~~ recording excluding those parts of the meeting that were closed to the public by resolution of Council shall be made available on the EMRC's website following the Council meeting.
9. For the avoidance of doubt any confidential items that have been closed to the public will ~~not~~ be recorded, but not broadcast.
- ~~10. The Chief Executive Officer is to determine whether to release or withhold all or part of the audio recordings of any Council meeting, including deputations, if the recording contains inappropriate, offensive or inaccurate comments.~~
11. The EMRC prohibits any reproduction, distribution, republication and/or retransmission of Council meeting ~~audio~~ recordings without the prior written consent of the EMRC.

Retention and Disposal of ~~Audio~~ Recordings

12. ~~Audio~~ Recordings will be retained in accordance with the ~~State Records Act 2000~~ Local Government (Administration) Regulations 1996 Part 2A.
13. Disposal will be in accordance with the Local Government (Administration) Regulations 1996 Part 2A General Disposal Authority for Local Government Records which allow for the destruction of the ~~audio~~ recordings of Council meetings ~~one (1) year after confirmation of the minutes of meeting~~ five (5) years after the meeting day.

Dispute Resolution

14. All disputes in regard to this Policy will be referred to the Chief Financial Officer in the first instance. In the event that an agreement cannot be reached, the matter will be submitted to the Chief Executive Officer for determination.

Financial Considerations

The costs of implementing the ~~audio-broadcast and~~ recording and making it publicly accessible ~~will have been~~ budgeted for.

Adopted/Reviewed

19 March 2020

22 June 2023

24 October 2024

Next Review

~~June-October 2027-2028~~

Responsible Unit

Business Support Team



Council Policy 2.2

Broadcast and Recording of Council Meetings

Strategic Plan Objective

To report against the revised 10 Year Strategic Plan 2017-2027 and the Sustainability Strategy 2022/2023 – 2026/2027 objectives.

Purpose

To ensure open, transparent and accountable decision making and access to Council meetings.

To emphasise that the reason for the broadcast and recording of Council Meetings is to ensure compliance with the *Local Government (Administration) Regulations 1996 Part 2A*.

To ensure that there is a process in place to outline the access to recorded Council meetings.

Legislation and Standards

Local Government Act 1995

Local Government (Administration) Regulations 1996

State Records Act 2000

Standing Orders Local Law 2013

Policy Statement

Broadcast and Recording of Proceedings

1. All Ordinary and Special meetings of Council will, wherever technically possible, be broadcast (both video and audio) and recorded by the EMRC in their entirety, excluding where Council has resolved to close the meeting to members of the public in accordance with section 5.23 of the *Local Government Act 1995* and the EMRC's *Standing Orders Local Law 2013*.
2. Clear signage will be placed in the Council Chamber advising members of the public that the meeting will be broadcast and recorded.
3. At the commencement of each Council meeting the Chairman will publicly announce that the meeting will be broadcast and recorded.
4. Other than in accordance with this Policy, a person must not use any electronic, visual or audio recording device or instrument to record the proceedings of Council without the written permission of the Chairman or Chief Executive Officer.
5. Opinions expressed or statements made by persons during the course of a Council meeting, and contained within the recording, are the opinions or statements of those individual persons and do not represent opinions or statements of the EMRC. The recording is not, and shall not be taken to be, a confirmed official record of Council, or of any meeting or discussion to which it relates or may appear to relate.
6. The recording of Council meetings shall assist in the preparation of the minutes of Council consistent with the objectives of section 1.3(2)(c) of the *Local Government Act 1995*.



7. The official record of the meeting will be the written minutes prepared in accordance with the requirements of the *Local Government Act 1995* and the *Local Government (Administration) Regulations 1996*, which require confirmation by Council resolution and must be signed by the person presiding at the meeting.
8. Livestreaming of Council meetings will commence from the first meeting in 2025, or earlier if the facilities are available.

Access to and Permitted Use of Recordings

8. The recording excluding those parts of the meeting that were closed to the public by resolution of Council shall be made available on the EMRC's website following the Council meeting.
9. For the avoidance of doubt any confidential items that have been closed to the public will be recorded, but not broadcast.
11. The EMRC prohibits any reproduction, distribution, republication and/or retransmission of Council meeting recordings without the prior written consent of the EMRC.

Retention and Disposal of Recordings

12. Recordings will be retained in accordance with the *Local Government (Administration) Regulations 1996 Part 2A*.
13. Disposal will be in accordance with the *Local Government (Administration) Regulations 1996 Part 2A* which allow for the destruction of the recordings of Council meetings five (5) years after the meeting day.

Dispute Resolution

14. All disputes in regard to this Policy will be referred to the Chief Financial Officer in the first instance. In the event that an agreement cannot be reached, the matter will be submitted to the Chief Executive Officer for determination.

Financial Considerations

The costs of implementing the broadcast and recording and making it publicly accessible have been budgeted for.

Adopted/Reviewed

19 March 2020

22 June 2023

24 October 2024

Next Review

October 2028

Responsible Unit

Business Support Team



6.4 CHIEF EXECUTIVE OFFICER RECRUITMENT

D2024/25119

PURPOSE OF REPORT

The purpose of this report is for Council to certify that the new CEO was employed in accordance with the EMRC's adopted standards in relation to the recruitment of CEOs.

KEY POINT(S)

- At the Special Meeting of Council held on 18 April 2024, the Chief Executive Officer Recruitment Committee (CEORC) was established as the selection panel to conduct the recruitment and selection process.
- The CEORC consists of four Councillors and an independent member.
- At the meeting held on 9 May 2024, the Chief Executive Officer Recruitment Committee resolved to appoint Beilby Downing Teal as the professional recruitment consultant to assist the CEORC with the recruitment of a new CEO.
- At the meeting held on 27 June 2024, Council endorsed the Job Description Form, the Total Reward Package and the advertisement for the recruitment of the new CEO.
- The Job Description Form outlines the qualifications, selection criteria and responsibilities of the position.
- At the meeting held 1 August 2024, the CEORC have assessed the applications against the selection criteria and shortlisted the candidates for the role of CEO.
- On 9 August 2024, the CEORC members were present at Beilby Downing Teal's office to interview the shortlist candidates for the role of CEO.
- With the support of our HR Recruitment Consultant, the EMRC has verified the recommended applicant's work history, qualifications, referees and claims made in his job application.
- At the 22 August Ordinary Meeting of Council, Council selected the preferred candidate and authorised the Chairperson or her delegate to finalise negotiations of the terms of the employment contract.
- The Chairperson met with the preferred candidate and finalised the terms of the employment contract.
- Legal advice was sought from Mr Neil Douglas to help to ensure that the provisions of the contract are consistent with the Model Standards for CEO Recruitment, Performance and Termination, contained in the *Local Government (Administration) Regulations 1996* which came into force on 2 February 2021.
- At the 29 August 2024 Special Meeting of Council, Council endorsed by absolute majority the final appointment and the employment contract.
- In accordance with r.18FB(3) of the *Local Government (Administration) Regulations 1996*, as soon as after the person is employed in the position of CEO, the local government must, by resolution, certify that the person was employed in accordance with the local government's adopted standards in relation to the recruitment of CEOs.

RECOMMENDATION(S)

That Council by absolute majority in accordance with r.18FB of the *Local Government (Administration) Regulations 1996* certify that the new EMRC CEO, Matthew MacPherson was employed in accordance with the EMRC's adopted standards in relation to the recruitment of CEOs.

SOURCE OF REPORT

Chief Financial Officer

BACKGROUND

- 1 The current CEO, Mr Marcus Geisler has tendered his resignation from his role as Chief Executive Officer (CEO) of the EMRC, by the giving of three months' notice effective 8 April 2024.
- 2 At the Special Council Meeting on 18 April 2024, Council resolved inter alia (Ref: D2024/09318):
 - “3. *COUNCIL BY ABSOLUTE MAJORITY IN ACCORDANCE WITH S5.16 OF THE LOCAL GOVERNMENT ACT 1995 DELEGATES TO THE CHIEF EXECUTIVE OFFICER RECRUITMENT COMMITTEE THE POWER TO ENGAGE AN INDEPENDENT HUMAN RESOURCES CONSULTANT TO ASSIST IN CARRYING OUT ITS FUNCTIONS, FOLLOWING A REQUEST FOR QUOTE PROCESS*”.
- 3 At the meeting held on 9 May 2024, the Chief Executive Officer Recruitment Committee (CEORC) resolved to appoint Beilby Downing Teal as the professional recruitment consultant to assist the CEORC with the recruitment of a new CEO (Ref: D2024/10176).
- 4 On 13 June 2024, Emily Bulloch from Beilby Downing Teal facilitated an informal workshop with the CEORC to review the job description form, selection criteria, attributes required for the position and the advertising process to be used.
- 5 At the meeting held on 27 June 2024, Council resolved that (Ref: D2024/16032):
 1. *COUNCIL BY ABSOLUTE MAJORITY IN ACCORDANCE WITH CL.5 SCHEDULE 2 OF THE LOCAL GOVERNMENT (ADMINISTRATION) AMENDMENT REGULATIONS 2021 ENDORSES THE JOB DESCRIPTION FORM FOR THE POSITION OF CHIEF EXECUTIVE OFFICER FORMING ATTACHMENT 1 OF THIS REPORT.*
 2. *COUNCIL APPROVES THE TOTAL REWARD PACKAGE FOR THE CHIEF EXECUTIVE OFFICER POSITION BEING SET IN THE RANGE OF \$228,973 TO \$356,181 PER ANNUM.*
 3. *COUNCIL ENDORSES THE DRAFT ADVERTISEMENT FOR THE CHIEF EXECUTIVE OFFICER POSITION FORMING ATTACHMENT 2 OF THIS REPORT.*
 4. *COUNCIL NOTES THE DRAFT ADVERTISEMENT FOR THE POSITION OF CHIEF EXECUTIVE OFFICER WILL BE PLACED IN THE 'WEST AUSTRALIAN' NEWSPAPER, AND OTHER MEDIA WITH APPLICATIONS FOR THE ROLE CLOSING ON WEDNESDAY 24 JULY 2024 AT 4.00PM WST.*
- 6 At the meeting held on 22 August 2024, Council resolved that (Ref: D2024/22325):
 1. *COUNCIL ACKNOWLEDGES RECEIPT OF THE CONFIDENTIAL SELECTION REPORT PROVIDED BY BEILBY DOWNING TEAL AS CONTAINED WITHIN ATTACHMENT ONE TO THIS REPORT.*
 2. *COUNCIL BY ABSOLUTE MAJORITY IN ACCORDANCE WITH SCHEDULE 2 CL.11(B) OF THE LOCAL GOVERNMENT (ADMINISTRATION) REGULATIONS 1996, ENDORSES THE EMPLOYMENT CONTRACT AS CONTAINED WITHIN ATTACHMENT TWO TO THIS REPORT.*
 3. *COUNCIL, BY ABSOLUTE MAJORITY, IN ACCORDANCE WITH SCHEDULE 2 CL.11(A) OF THE LOCAL GOVERNMENT (ADMINISTRATION) REGULATIONS 1996, SELECTS THE PREFERRED CANDIDATE IDENTIFIED WITHIN THIS REPORT, FOR THE POSITION OF CHIEF EXECUTIVE OFFICER AT THE EASTERN METROPOLITAN REGIONAL COUNCIL SUBJECT TO A SATISFACTORY BACKGROUND CHECKS AND NEGOTIATION OF TERMS AND CONDITIONS OF THE EMPLOYMENT CONTRACT.*

4. COUNCIL AUTHORISES THE CHAIRPERSON CR FILOMENA PIFFARETTI OR HER DELEGATE CR LUKE ELLERY OR HER ALTERNATE DELEGATE CR TALLAN AMES TO NEGOTIATE AND FINALISE THE TERMS AND CONDITIONS OF THE EMPLOYMENT CONTRACT AND COMMENCEMENT DATE WITH THE SUCCESSFUL CANDIDATE AND INDEPENDENT LEGAL ADVICE BE SOUGHT, SUBJECT TO THE TOTAL REMUNERATION PACKAGE RANGE BEING SET AT \$228,973 TO \$356,181 PER ANNUM, AS ADVERTISED.
 5. COUNCIL REQUESTS BEILBY DOWNING TEAL TO ASSIST THE CHAIRPERSON OR HER DELEGATE IN NEGOTIATING THE EMPLOYMENT CONTRACT AND COMMENCEMENT DATE WITH THE SUCCESSFUL CANDIDATE.
 6. COUNCIL AUTHORISES THE CHAIRPERSON OR HER DELEGATE TO MEET WITH THE SUCCESSFUL CEO CANDIDATE TO SIGN THE EMPLOYMENT CONTRACT AND PLACE EMRC'S COMMON SEAL ON THE DOCUMENT ON BEHALF OF THE COUNCIL.
 7. COUNCIL NOTES THAT ANY PROPOSED VARIATIONS TO THE EMPLOYMENT CONTRACT, ARE TO BE REFERRED TO COUNCIL BEFORE NEGOTIATIONS ARE FINALISED IN ACCORDANCE WITH SCHEDULE 2 CL.12(2) OF THE LOCAL GOVERNMENT (ADMINISTRATION) REGULATIONS 1996.
 8. COUNCIL NOTES THAT A FORMAL ANNOUNCEMENT OF THE SELECTION OF THE SUCCESSFUL CANDIDATE WILL BE MADE FOLLOWING SUCCESSFUL CONTRACT NEGOTIATIONS AND THE SIGNING OF CONTRACT DOCUMENTS BY ALL PARTIES.
 9. COUNCIL THANKS EMILY BULLOCH AND ANDREA HANCOCK FOR THEIR PROFESSIONALISM AND ASSISTANCE.
 10. COUNCIL THANKS ALL APPLICANTS WHO EXPRESSED AN INTEREST IN THE POSITION OF CHIEF EXECUTIVE OFFICER AT THE EASTERN METROPOLITAN REGIONAL COUNCIL.
 11. THE REPORT AND ATTACHMENTS REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRPERSON AND DEPUTY CHAIRPERSON.
- 7 At the Special Meeting of Council meeting held on 29 August 2024, Council resolved that (Ref: D2024/22325):
1. COUNCIL NOTES THE CHANGES MADE TO THE PREVIOUSLY ENDORSED EMPLOYMENT CONTRACT.
 2. COUNCIL BY ABSOLUTE MAJORITY IN ACCORDANCE WITH S.5.36(2)(B) OF THE LOCAL GOVERNMENT ACT 1995 IS SATISFIED WITH PROVISIONS OF THE PROPOSED EMPLOYMENT CONTRACT.
 3. COUNCIL BY ABSOLUTE MAJORITY IN ACCORDANCE WITH SCHEDULE 2 CL.12(2) OF THE LOCAL GOVERNMENT (ADMINISTRATION) REGULATIONS 1996, ENDORSES THE EMPLOYMENT CONTRACT FORMING CONFIDENTIAL ATTACHMENT TO THIS REPORT.
 4. COUNCIL AUTHORISES THE CHAIRPERSON CR FILOMENA PIFFARETTI OR IN HER ABSENCE, DEPUTY CHAIRPERSON CR AARON BOWMAN TO MEET WITH THE SUCCESSFUL CEO CANDIDATE TO SIGN THE EMPLOYMENT CONTRACT AND PLACE EMRC'S COMMON SEAL ON THE DOCUMENT ON BEHALF OF COUNCIL.
 5. THE REPORT AND ATTACHMENT REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRPERSON AND DEPUTY CHAIRPERSON.

REPORT

8 Following the Special Meeting of Council on 29 August 2024, the employment contract has been signed under common seal.

9 In accordance with r.18FB(3) of the *Local Government (Administration) Regulations 1996*, as soon as after the person is employed in the position of CEO, the local government must, by resolution, certify that the person was employed in accordance with the local government's adopted standards in relation to the recruitment of CEOs.

10 The EMRC Council Policy 4.1 – CEO Appointment, Performance Review and Termination addresses matters relating to the appointment of the CEO in accordance with the relevant legislative amendments including the CEO Model Standards – *Local Government (Administration) Amendment Regulations 2021*.

11 Section 5.40 of the *Local Government Act 1995*) lists a number of general principles of employment that apply to local governments and have been complied with in the recruitment of the CEO.

12 The Department of Local Government, Sport and Cultural Industries' Guidelines for Local Government CEO, Recruitment and Selection, Performance Review and Termination (the Guidelines) states that the minimum standard for recruitment and selection will be met if:

a The council has identified and agreed to the qualifications and selection criteria necessary to effectively undertake the role and duties of the CEO within that particular local government context.

This has been incorporated into the Job Description Form which was adopted by Council by absolute majority.

b The council has approved, by absolute majority, the Job Description Form (JDF) which clearly outlines the qualifications, selection criteria and responsibilities of the position. The JDF is made available to all applicants.

The JDF was adopted by absolute majority by Council at its 27 June 2024 meeting. The JDF outlines the qualifications, selection criteria and responsibilities of the position. The JDF is made available as part of the application package to all applicants.

c The local government has established a selection panel to conduct the recruitment and selection process. The panel must include at least one independent person who is not a current elected member, human resources consultant, or staff member of the local government.

At the Special Meeting of Council held on 18 April 2024, the Chief Executive Officer Recruitment Committee (CEORC) was established as the selection panel to conduct the recruitment and selection process. The CEORC consists of four Councillors and an independent member – Helen Hardcastle was appointed by Council at the 27 June 2024 meeting.

d The local government attracts applicants through a transparent, open and competitive process (this is not necessary for vacancies of less than one year). The local government must advertise a vacancy for the position of CEO in the manner prescribed.

The EMRC have met the obligations per s.1.7(b) of the *Local Government Act 1995*, where notice of the matter must be given in at least 3 of the ways prescribed in addition to the publication of the official website of the Local Government (EMRC).

Under r.3A(2) of the *Local Government (Administration) Regulations 1996*, the EMRC (along with the independent HR Recruitment Consultant Beilby Downing Teal) actioned the following:

- (a) Publication in a newspaper circulating generally in the State (ie West Australian on Wednesday)
- (f) exhibition on a notice board at the local government offices and each of the local government (our member Councils) libraries
- (g) Posting on a social media account administered by the local government (EMRC LinkedIn).

e The local government has assessed the knowledge, experience, qualifications and skills of all applicants against the selection criteria.

At the meeting held 1 August 2024, the CEORC have assessed the applications against the selection criteria and shortlisted the candidates for the role of CEO. On 9 August 2024, the CEORC members were present at Beilby Downing Teal's office to interview the shortlist candidates for the role of CEO.

f The local government has verified the recommended applicant's work history, qualifications, referees and claims made in their job application.

With the support of our HR Recruitment Consultant, the EMRC has verified the recommended applicant's work history, qualifications, referees and claims made in his job application.

g The appointment is merit-based, with the successful applicant assessed as clearly demonstrating how their knowledge, skills and experience meet the selection criteria.

The recommended candidate provided a presentation to Council at its 22 August 2024 meeting which demonstrated his knowledge, skills and experience to meet the selection criteria for the role.

h The appointment is made impartially and free from nepotism, bias or unlawful discrimination.

To the best of our knowledge, the appointment is made impartially and free from nepotism, bias or unlawful discrimination.

i The council has endorsed by absolute majority the final appointment.

At the 29 August 2024 Special Meeting of Council, Council has endorsed by absolute majority the final appointment.

j The council has approved the employment contract by absolute majority.

At the 29 August 2024 Special Meeting of Council, Council has endorsed by absolute majority the employment contract.

k The local government re-advertises the CEO position and undertakes a recruitment and selection process after each instance where a person has occupied the position for ten (10) consecutive years.

Not Applicable – the incumbent, Marcus Geisler is in the role for 5+ years and has tendered his resignation.

Human Resources Support

- 13 Per the Guidelines, a local government should seek independent advice from a human resources consultant where the council lacks the capacity or expertise to facilitate the recruitment and selection process.
- 14 Under its delegated powers, the CEORC appointed Beilby Downing Teal as the professional recruitment consultant to assist the CEORC with the recruitment of a new CEO.
- 15 The Guidelines also states that a member of the human resources team within a local government should not be involved in the recruitment of a new CEO.
- 16 In place of the human resources team within the EMRC, the Chief Financial Officer has provided the administrative and governance support to Council and the CEORC.

Legal Review

- 17 In preparing the CEO's employment contract, Council must ensure that the contract includes the necessary provisions required under section 5.39 of the *Local Government Act 1995*.
- 18 At its meeting held on 22 August 2024, when Council endorsed the employment contract based on the model contract developed by WALGA for Local Government CEOs by absolute majority, Council also instructed that independent legal advice of the employment contract be sought.
- 19 Legal advice was sought from Mr Neil Douglas to help to ensure that the provisions of the contract are consistent with the *Model Standards for CEO Recruitment, Performance and Termination*, now contained in the *Local Government (Administration) Regulations 1996* and which came into force on 2 February 2021.
- 20 At the Special Meeting of Council on 29 August 2024, Council resolved inter alia that (D2024/23376):
1. COUNCIL NOTES THE CHANGES MADE TO THE PREVIOUSLY ENDORSED EMPLOYMENT CONTRACT.
 2. COUNCIL BY ABSOLUTE MAJORITY IN ACCORDANCE WITH S.5.36(2)(B) OF THE LOCAL GOVERNMENT ACT 1995 IS SATISFIED WITH PROVISIONS OF THE PROPOSED EMPLOYMENT CONTRACT.
 3. COUNCIL BY ABSOLUTE MAJORITY IN ACCORDANCE WITH SCHEDULE 2 CL.12(2) OF THE LOCAL GOVERNMENT (ADMINISTRATION) REGULATIONS 1996, ENDORSES THE EMPLOYMENT CONTRACT FORMING CONFIDENTIAL ATTACHMENT TO THIS REPORT.

Recommendation

- 21 Per the above review, the EMRC has met all the requirements in accordance with the EMRC's adopted standards as well as the requirements of the *Local Government Act 1995* and regulations in relation to the recruitment of CEOs.
- 22 EMRC Officers recommend to Council certify that it has met the requirements in accordance with r.18FB of the *Local Government (Administration) Regulations 1996*.



STRATEGIC/POLICY IMPLICATIONS

Policy 4.1 Chief Executive Officer – Appointment, Performance Assessment and Review Policy

FINANCIAL IMPLICATIONS

The remuneration of the position of CEO has been provided for in the adopted 2024/2025 Annual Budget.

SUSTAINABILITY IMPLICATIONS

Nil

RISK MANAGEMENT

Risk – One of the fundamental roles of Council being the recruitment of the Local Government is not fulfilled in accordance with principles of merit, equity and transparency

Consequence	Likelihood	Rating
Moderate	Unlikely	Moderate
Action/Strategy		
➤ Establishing and adhering to a recruitment process, structure and resourcing to ensure the recruitment of a suitable new CEO.		

MEMBER COUNCIL IMPLICATIONS

Member Council

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

Implication Details

Nil

ATTACHMENT(S)

Nil

VOTING REQUIREMENT

Absolute Majority



RECOMMENDATION(S)

That Council by absolute majority in accordance with r.18FB of the *Local Government (Administration) Regulations 1996* certify that the new EMRC CEO, Matthew MacPherson was employed in accordance with the EMRC's adopted standards in relation to the recruitment of CEOs.

COUNCIL RESOLUTION(S)

MOVED

SECONDED



6.5 REQUEST FOR QUOTATION – RFQ 2024-022 – PROVISION OF EQUIPMENT RENTAL AND LABOUR HIRE

D2024/25188

PURPOSE OF REPORT

The purpose of this report is to inform Council of the results of a Request for Quote (RFQ) for the Provision of Equipment Rental and Labour Hire - RFQ2024-022 for the Red Hill Waste Management Facility (RHWMF) and recommend acceptance of the tender submission from Allwest Plant Hire Australia Pty Ltd.

KEY POINT(S)

- Following a previous resolution at Council's Ordinary Council Meeting on the 28 March 2024, RFQ 2024-022 for the Provision of Equipment Rental and Labour Hire for the RHWMF was issued on the WALGA Vendor Panel, on 7 June 2024.
- The RFQ called for the submission of hourly rates for the dry (without operator) and wet hire (with operator) of a variety of plant.
- The RFQ closed on 28 June 2024 with four (4) submissions received.

RECOMMENDATION(S)

That:

1. Council awards RFQ 2024-022 – Provision of Equipment to Rental and Labour Hire to Allwest Plant Hire Australia Pty Ltd based on the quoted Schedule of Rates, forming confidential attachment 1 to this report.
2. The CEO be authorised on behalf of the EMRC to enter into a contract with Allwest Plant Hire Australia Pty Ltd following their submitted quotation, subject to any minor variations that may be agreed on between the CEO and Allwest Plant Hire Australia Pty Ltd.
3. The attachment 1 remains confidential and be certified by the Chairperson and CEO.

SOURCE OF REPORT

Chief Operating Officer

BACKGROUND

- 1 The EMRC from time to time requires the services of plant hire and labour to supplement its own plant/equipment and staff, to conduct works at the EMRC facilities. This allows for normal activities to continue as needed on a day-to-day basis, as well as works for annual maintenance and projects.
- 2 The EMRC provides internal training to staff to ensure capacity is adequate during periods where staff are unwell or are taking annual leave. Occasionally, if more work must be undertaken or staff are absent due to unforeseen circumstances, the current staff numbers are required to be supplemented with contractors and/or plant to ensure continuous service at the facilities.
- 3 At its meeting on 28 March 2024 Council resolved inter alia that (D2024/06931):
 1. *IN ACCORDANCE WITH R.18(5) OF THE LOCAL GOVERNMENT (FUNCTIONS AND GENERAL) REGULATIONS 1996, COUNCIL DOES NOT ACCEPT ANY TENDER SUBMISSIONS IN RELATION TO RFT 2024-004 FOR THE PROVISION OF EQUIPMENT RENTAL AND ADVISE THE TENDERERS OF THIS DECISION.*
 2. *COUNCIL INSTRUCTS THE CHIEF EXECUTIVE OFFICER TO CONDUCT A REQUEST FOR QUOTATIONS PROCUREMENT PROCESS THROUGH THE WALGA PANEL FOR THE PROVISION OF EQUIPMENT RENTAL.*

REPORT

- 4 A new RFQ 2024-022 for the Provision of Equipment Rental and Labour Hire for the RHWMF was issued as instructed.
- 5 The RFQ 2024-004 retained the details and requirements of the former RFT 2024-004 which was previously presented to Council on 28 March 2024.
- 6 The RFQ 2024-004 was issued via WALGA Vendor Panel on 7 June 2024 and closed on 28 June 2024.
- 7 Four (4) quotation submissions were received, of which all were compliant as follows:
 - a Allwest Plant Hire Australia Pty Ltd.
 - b Brooks Hire Service Pty Ltd.
 - c Coates Hire; and
 - d Conplant Pty Ltd
- 8 The following qualitative criteria formed part of the tender evaluation process:

Description of Qualitative Criteria	Weighting
a. Equipment Availability	30%
b. Demonstrated experience and personnel	25%
c. Workplace Health Safety (WHS) Management	15%

- 9 The balance of the weighting of 30% is based on the pricing criterion.
- 10 All four submissions provided quotations for dry hire (without operator).



- 11 Only one submission (Allwest) provided quotations for wet hire (with operator).
- 12 After evaluating qualitative criteria and price assessments for dry hire submissions, it was concluded that Allwest Plant Hire Australia Pty Ltd, provided the best value for money.
- 13 Based on overall value for money assessment and the ability to supply 89% of EMRC Equipment list, the evaluation panel recommends awarding this contract to Allwest Plant Hire Australia Pty Ltd, having demonstrated the most advantageous quotation submission.

STRATEGIC/POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

- 15 Based on the anticipated use and the quoted Schedule of Rates, it is estimated that the contract value will be \$2.5m (ex GST) over the initial 3-year term.
- 16 Funds will be provided for in the annual budget(s).

SUSTAINABILITY IMPLICATIONS

- 17 The EMRC requires this added support to supplement its existing staff and fleet of plant, ensuring small projects and general maintenance of the site is completed and undertaken on time. While the EMRC aims to conduct works internally, added plant and labour are needed to ensure the continuity of services.

RISK MANAGEMENT

Risk – That the RHWMF would not have enough plant and labor to conduct all waste operations on site.

Consequence	Likelihood	Rating
Moderate	Unlikely	Moderate
Action/Strategy		
➤ A contract for the provision of dry and wet hire of plant and equipment is to be in place and utilised as required.		



MEMBER COUNCIL IMPLICATIONS

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

ATTACHMENT(S)

1. Confidential Allwest Submitted Schedule of Rates (D2024/26272)
2. Director Details (D2024/26616)

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION(S)

That:

1. Council awards RFQ 2024-022 – Provision of Equipment to Rental and Labour Hire to Allwest Plant Hire Australia Pty Ltd based on the quoted Schedule of Rates, forming confidential attachment 1 to this report.
2. The CEO be authorised on behalf of the EMRC to enter into a contract with Allwest Plant Hire Australia Pty Ltd following their submitted quotation, subject to any minor variations that may be agreed on between the CEO and Allwest Plant Hire Australia Pty Ltd.
3. The attachment 1 remains confidential and be certified by the Chairperson and CEO.

COUNCIL RESOLUTION(S)


MOVED

SECONDED



Eastern Metropolitan Regional Council
 226 Great Eastern Highway, Ascot WA 6104
 PO Box 234, Belmont WA 6984
 T (08) 9424 2222
 E mail@emrc.org.au
www.emrc.org.au

COMPANY DIRECTOR DETAILS FORM

COMPANY PARTICULARS	
Company Name in Full:	Allwest Plant Hire Australia Pty Ltd
ABN / ACN:	67 164 500 083 / 164 500 083
Address of Registered Office:	31 – 33 Edison Circuit, Forrestdale
Principal Place of Business:	Forrestdale
Information on previous company names (if applicable):	
DIRECTOR PARTICULARS	
Title:	Mr.
Full Forename(s):	Ian
Surname:	Friday
Former Name(s):	
Country / State of Residence:	Australia
Nationality:	Australian
Date of Birth:	04/05/1961
Date of Appointment:	01/07/2008
Telephone:	08 9399 2243
Email:	hire@allwestplanthire.com
LIST OF CONTRACTORS	
Contractor 1:	
Contractor 2:	
Contractor 3:	
Contractor 4:	
Contractor 5:	
Contractor 6:	
Contractor 7:	
Director's Signature:	
Date:	01/10/2024

Please complete and return this form with your tender submission

COMPANY DIRECTOR DETAILS FORM

COMPANY PARTICULARS	
Company Name in Full:	Brooks Hire Service Pty Ltd
ABN / ACN:	20 008 975 988 / 008 975 988
Address of Registered Office:	McKinley Plowman Level 2/ 5 Davidson Terrace, Joondalup, WA 6027
Principal Place of Business:	30 Coulson Way, Canning Vale, WA. 6155
Information on previous company names (if applicable):	N/A
DIRECTOR PARTICULARS	
Title:	Mr.
Full Forename(s):	Douglas Allan
Surname:	Brooks
Former Name(s):	N/A
Country / State of Residence:	Australia / WA
Nationality:	Australian
Date of Birth:	07-10-1955
Date of Appointment:	01-01-1982
Telephone:	1300 276 657
Email:	dbrooks@brooshire.com.au
LIST OF CONTRACTORS	
Contractor 1:	N/A
Contractor 2:	N/A
Contractor 3:	N/A
Contractor 4:	N/A
Contractor 5:	N/A
Contractor 6:	N/A
Contractor 7:	N/A
Director's Signature:	Provided upon award.
Date:	20-June-2024

Please complete and return this form with your tender submission

COMPANY DIRECTOR DETAILS FORM

COMPANY PARTICULARS	
Company Name in Full:	Coates Hire Operations Pty Limited
ABN / ACN:	99 074 126 971 – 074 126 971
Address of Registered Office:	Level 1, 201 Coward Street Mascot NSW 2020
Principal Place of Business:	18 Wheeler Street, Belmont WA 6104
Information on previous company names (if applicable):	NA
DIRECTOR PARTICULARS	
Title:	See Attached SGH Annual Report for all Directors Details
Full Forename(s):	
Surname:	
Former Name(s):	
Country / State of Residence:	
Nationality:	
Date of Birth:	
Date of Appointment:	
Telephone:	
Email:	
LIST OF CONTRACTORS	
Contractor 1:	
Contractor 2:	
Contractor 3:	
Contractor 4:	
Contractor 5:	
Contractor 6:	
Contractor 7:	
Director's Signature:	
Date:	

Please complete and return this form with your tender submission

COMPANY DIRECTOR DETAILS FORM

COMPANY PARTICULARS	
Company Name in Full:	Conplant Pty Ltd
ABN / ACN:	15 000 373 151/ 000 373 151
Address of Registered Office:	38 Truganina Road, Malaga WA 6945
Principal Place of Business:	38 Truganina Road, Malaga WA 6945
Information on previous company names (if applicable):	-
DIRECTOR PARTICULARS	
Title:	Managing Director
Full Forename(s):	Ian
Surname:	Coleman
Former Name(s):	-
Country / State of Residence:	Australia
Nationality:	Australian
Date of Birth:	-
Date of Appointment:	-
Telephone:	1300 166 166
Email:	Bonnie.Chatfield@conplant.com.au
LIST OF CONTRACTORS	
Contractor 1:	-
Contractor 2:	
Contractor 3:	
Contractor 4:	
Contractor 5:	
Contractor 6:	
Contractor 7:	
Director's Signature:	
Date:	

Please complete and return this form with your tender submission



6.6 REPORT ON THE WA 2022 WASTE & RESOURCE RECOVERY CONFERENCE

D2024/25114

PURPOSE OF REPORT

To provide a report to Council on the recent WA 2024 Waste & Resource Recovery Conference, held on 4th and 5th September 2024.

KEY POINT(S)

- A report was presented to Council at its June 2024 meeting regarding Councillor nominations for the WA 2024 Waste & Resource Recovery Conference;
- Councillors Piffaretti; Bowman; Ellery; Hamilton; and Sutherland were endorsed as Council's representatives;
- In addition to this, Council endorsed up to two community members of the Waste Management Community Reference Group (WMCRG) to also attend the conference;
- Council endorsed the EMRC CEO, Marcus Geisler to attend the conference where he was also a guest presenter;
- The EMRC organised a trade display at the conference which was manned by EMRC staff for the duration of the conference;
- The EMRC's Waste Education Team was also provided a complementary display stand for its 'Care to Rewear' initiative and the Waste Education Coordinator was also on a Community Engagement Panel; and
- Two WMCRG members expressed an interest in attending and the two places were registered.

SOURCE OF REPORT

Chief Sustainability Officer

BACKGROUND

- 1 The 2024 WA Waste & Resource Recovery Conference was held on 4th and 5th September 2024 at Crown Towers Perth.
- 2 The Conference is an event which caters for those involved in the waste management, resource recovery and recycling sectors. The theme for the 2024 conference was "A Path to 80%".
- 3 Council, at its 27 June 2024 meeting, resolved as follows:
"THAT:
 1. *COUNCILLORS AND OFFICERS NOTE THE DATES OF 4 AND 5 SEPTEMBER 2024 FOR THE 2024 WA WASTE & RESOURCE RECOVERY CONFERENCE.*
 2. *COUNCILLOR(S) BOWMAN, ELLERY, HAMILTON, PIFFARETTI, SUTHERLAND AND THE CHIEF EXECUTIVE OFFICER BE AUTHORISED TO ATTEND THE WA WASTE & RESOURCE RECOVERY CONFERENCE 2024.*
 3. *TWO PLACES TO THE 2024 WA WASTE & RESOURCE RECOVERY CONFERENCE BE OFFERED TO THE WASTE MANAGEMENT COMMUNITY REFERENCE GROUP (WMCRG), IN THE EVENT THAT SOME MEMBERS MAY WISH TO ATTEND".*
- 4 Two community members of the Waste Management Community Reference Group (WMCRG) attended the conference as did the EMRC CEO, Marcus Geisler who was also a guest presenter at the conference.

- 5 Councillors Bowman, Ellery and Hamilton attended the conference.
- 6 EMRC staff organised and manned an EMRC information stand as part of the trade display at the conference and the Waste Education Team also organised and manned a Textiles Clothes Swap – “Care to Rewear”.

REPORT

- 7 The Parliamentary Secretary to the Minister for Environment, Climate Action, Racing and Gaming, Hon Daren West MLC opened the conference and he was followed by a keynote address from Ella Winnall & Mandy Hall from End Food Waste Australia and keynote speaker Ainsley Simpson from Seamless.
- 8 The conference, hosted by the Waste Management Association of Australia (WMAA), Department of Water and Environmental Regulation (DWER) and Western Australian Local Government Association (WALGA), is recognised as one of the largest gatherings of thought leaders, educators and industry professionals in the waste and resource recovery sectors.
- 9 There were networking opportunities throughout the conference, particularly during the morning tea, afternoon tea and lunch breaks, which allowed attendees to share experiences and knowledge with peers and interact with others in the waste and recycling industry on previous achievements and successes and future opportunities and challenges.
- 10 Day One (4th September) comprised of the following sessions:
- The opening addresses and keynote speakers as previously mentioned.
 - The session between lunch and morning tea was a Panel Session “Our Path to 80%”, facilitated by Gayle Sloan. The panel explored opportunities and options to get to 80% recovery.
 - During the lunch break Microgreens ran a hands on workshop around growing your own micro greens and this was followed by a speed networking session for those interested in growing their connections.
 - Concurrent sessions were held in the afternoon of Day One around the following categories; Infrastructure across the Hierarchy (which included a presentation by the EMRC’s CEO Marcus Geisler); Regional and Remote; Hot Topics – Batteries; and Community Engagement (which included the EMRC’s Waste Education Coordinator Trish Kursar)
- 11 Day One concluded with a virtual keynote address from Joanne Jorgenson and a Network Function with Food Waste Cooking Demonstration by Chef Melissa Palinkas of Young George, showcasing ways to use food waste in your home.
- 12 Day Two (5th September) commenced with an address from Waste Authority Chair, Elizabeth Carr, followed by keynote addresses from Professor Leanne Wiseman, Australian Repair Network and John Gertsakis, Product Stewardship Centre of Excellence.
- 13 Day Two (5th September) continued with a wide variety of topics presented as outlined below:
- Panel session on Waste Avoidance and Product Stewardship, facilitated by Gayle Sloan.
 - During the lunch break a Food preserving Demonstration – My NonnA life was introduced including tips and tricks to turn waste food into gourmet delights.
 - The sessions after lunch included concurrent sessions; Maximising Material Lifecycle (which included a presentation by EMRC Sustainability team member Erin Burge) and Product Stewardship which was followed by Hot Topic – Emergency Waste Management and the conference wrap up.



- 14 At the conclusion of Day Two of the Conference the WasteSorted Awards gala dinner was held to recognise WA's waste champions in the Waste and Resource Recovery sectors with the EMRC shortlisted in two award categories Category 6 – Local Government/Regional Council Award and Category 8 Community Engagement. The EMRC was announced the winners of Category 6, the Local Government/Regional Council Award.
- 15 The conference was well organised, well attended and provided a good cross section of industry and agency examples all based around waste and resource recovery themes.

STRATEGIC/POLICY IMPLICATIONS

- 16 Reporting on EMRC Annual report aligns with the revised Strategic Plan 2017-2027 and the Sustainability Strategy 2022/2023 – 2026/2027.

FINANCIAL IMPLICATIONS

- 17 Conference registrations costs were included in the EMRC's annual operating budget.

SUSTAINABILITY IMPLICATIONS

- 18 The EMRC operates in pursuit of sustainability objectives which are integrated wherever possible in all activities undertaken by the organisation.

RISK MANAGEMENT

Risk – EMRC Councillors and Staff Attendance at Relevant Forums		
Consequence	Likelihood	Rating
Possible	Unlikely	Low
Action/Strategy		
➤ Attendance at key forums ensures Councillors and staff continue to be apprised of industry related updates and to build their networks.		

MEMBER COUNCIL IMPLICATIONS

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

ATTACHMENT(S)

Nil

7 CONFIDENTIAL MATTER FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

RECOMMENDATION (Closing Meeting to the Public)

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

COUNCIL RESOLUTION(S)

MOVED

SECONDED

7.1 WOOD WASTE TO ENERGY PLANT PROJECT UPDATE (D2024/25044)

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

See Confidential Item circulated with the Agenda under Separate Cover.

7.2 WOOD WASTE TO ENERGY (WWTE) LEGAL UPDATE (D2024/25056)

This item is recommended to be confidential because it contains matters of a legal advice.

See Confidential Item circulated with the Agenda under Separate Cover.

7.3 EAST ROCKINGHAM WASTE TO ENERGY (ERWTE) PROJECT UPDATE (D2024/25059)

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

See Confidential Item circulated with the Agenda under Separate Cover.

