

INFORMATION BULLETIN

D2024/30497

**Accompanying the
Ordinary Meeting of Council Agenda
28 November 2024**

Information Bulletin

28 November 2024

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1. OUTSTANDING COUNCIL RESOLUTIONS REGISTER

D2024/30448

PURPOSE OF REPORT

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

KEY POINTS AND RECOMMENDATIONS

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

SOURCE OF REPORT

Chief Financial Officer

BACKGROUND

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

REPORT

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

STRATEGIC/POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

- 5 As reported

SUSTAINABILITY IMPLICATIONS

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



RISK MANAGEMENT

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

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

MEMBER COUNCIL IMPLICATIONS

Member Council

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

Implication Details

As reflected in the respective reports

ATTACHMENT(S)

Outstanding Council Resolutions Register (D2024/30605)



OUTSTANDING COUNCIL RESOLUTIONS REGISTER

D2024/07481

2024

DATE		RESOLUTION	STATUS
1.	24 OCTOBER 2024	9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS 9.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 22 AUGUST 2024 THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 22 AUGUST 2024 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.	COMPLETED
2.	24 OCTOBER 2024	9.2 MINUTES OF THE SPECIAL MEETING OF COUNCIL HELD ON 29 AUGUST 2024 THAT THE MINUTES OF THE SPECIAL MEETING OF COUNCIL HELD ON 29 AUGUST 2024 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.	COMPLETED
3.	24 OCTOBER 2024	14.1 LIST OF ACCOUNTS PAID FOR THE MONTHS OF AUGUST AND SEPTEMBER 2024 (D2024/26256) THAT COUNCIL NOTES: 1. THE CEO'S LIST OF ACCOUNTS FOR AUGUST AND SEPTEMBER 2024 PAID UNDER DELEGATED POWER IN ACCORDANCE WITH REGULATION 13(1) OF THE LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996, FORMING ATTACHMENT 1 TO THIS REPORT TOTALLING \$29,900,097.99. 2. THE LIST OF PAYMENTS BY EMPLOYEES VIA PURCHASING CARDS INCLUDING CREDIT CARDS, DEBIT OR OTHER PURCHASING CARDS FOR AUGUST AND SEPTEMBER 2024 IN ACCORDANCE WITH REGULATION 13A(2) OF THE LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996, FORMING ATTACHMENT 2 TO THIS REPORT TOTALLING \$42,553.97.	COMPLETED
4.	24 OCTOBER 2024	14.2 FINANCIAL REPORT FOR PERIOD ENDED 31 AUGUST 2024 (D2024/27037) 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.	COMPLETED
5.	24 OCTOBER 2024	14.3 FINANCIAL REPORT FOR PERIOD ENDED 30 SEPTEMBER 2024 (D2024/27181) 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 30 SEPTEMBER 2024.	COMPLETED
6.	24 OCTOBER 2024	14.4 REVIEW OF COUNCIL POLICY 3.2 – COMMUNITY GRANTS IN THE VICINITY OF RED HILL WASTE MANAGEMENT FACILITY AND HAZELMERE RESOURCE RECOVERY PARK (D2024/27038) 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.	COMPLETED

DATE		RESOLUTION	STATUS
7.	24 OCTOBER 2024	14.5 REVIEW OF COUNCIL POLICY 2.2 – AUDIO RECORDING OF COUNCIL MEETINGS (D2024/27039) 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.	COMPLETED
8.	24 OCTOBER 2024	14.6 CHIEF EXECUTIVE OFFICER RECRUITMENT (D2024/27041) THAT COUNCIL BY ABSOLUTE MAJORITY IN ACCORDANCE WITH R.18FB OF THE <i>LOCAL GOVERNMENT (ADMINISTRATION) REGULATIONS 1996</i> 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.	COMPLETED
9.	24 OCTOBER 2024	14.7 REQUEST FOR QUOTATION – RFQ 2024-022 – PROVISION OF EQUIPMENT RENTAL (D2024/27043) 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.	COMPLETED
10.	24 OCTOBER 2024	14.8 EMRC ANNUAL REPORT 2023/2024 (D2024/27165) THAT: 1. COUNCIL, BY ABSOLUTE MAJORITY, IN ACCORDANCE WITH SECTION 5.54 OF THE <i>LOCAL GOVERNMENT ACT 1995</i> , ACCEPTS THE DRAFT EMRC ANNUAL REPORT 2023/2024 AND THE STATEMENTS THEREIN FORMING THE ATTACHMENT TO THIS REPORT. 2. LOCAL PUBLIC NOTICE BE GIVEN, IN ACCORDANCE WITH SECTION 5.55 OF THE <i>LOCAL GOVERNMENT ACT 1995</i> , OF THE AVAILABILITY OF EMRC'S ANNUAL REPORT 2023/2024.	COMPLETED
11.	24 OCTOBER 2024	14.9 ITEMS CONTAINED IN THE INFORMATION BULLETIN (D2024/26525) THAT THE COUNCIL NOTES THE ITEMS CONTAINED IN THE INFORMATION BULLETIN ACCOMPANYING THE 24 OCTOBER 2024 ORDINARY MEETING OF COUNCIL AGENDA.	COMPLETED

DATE		RESOLUTION	STATUS
12.	24 OCTOBER 2024	15 REPORTS OF COMMITTEES 12.1 ANNUAL FINANCIAL REPORT AND AUDIT REPORT FOR YEAR ENDED 30 JUNE 2024 (D2024/24986 (AC) D2024/27562) THAT: 1. COUNCIL ADOPTS THE AUDITED ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2024 AND THE INDEPENDENT AUDITOR'S REPORT ON THAT ANNUAL FINANCIAL REPORT FORMING ATTACHMENT 1 OF THIS REPORT. 2. COUNCIL NOTES THE CONTENTS OF THE AUDIT CONCLUDING REPORT TO THE AUDIT COMMITTEE FOR THE YEAR ENDED 30 JUNE 2024 FORMING ATTACHMENT 2 OF THIS REPORT.	COMPLETED
13.		12.2 INTERNAL AUDIT REPORT – 2024 PROGRAMME (D2024/24987 (AC) D2024/27566) THAT: 1. COUNCIL NOTES THE INTERNAL AUDIT REPORTS FORMING ATTACHMENTS 1 TO 8 TO THIS REPORT. 2. THE ATTACHMENTS 4 AND 5 REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRPERSON AND THE CEO.	COMPLETED
14.		12.3 CEO REVIEW OF FINANCIAL MANAGEMENT SYSTEMS AND PROCEDURES AND RISK MANAGEMENT, INTERNAL CONTROL AND LEGISLATIVE COMPLIANCE (D2024/24988 (AC) D2024/27575) THAT COUNCIL: 1. IN ACCORDANCE WITH REGULATION 5(2)(C) OF <i>THE LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996</i> RECEIVES THE REVIEW OF THE APPROPRIATENESS AND EFFECTIVENESS OF THE EMRC'S FINANCIAL MANAGEMENT SYSTEMS AND PROCEDURES FORMING ATTACHMENT 1 TO THIS REPORT. 2. IN ACCORDANCE WITH REGULATION 17(3) OF <i>THE LOCAL GOVERNMENT (AUDIT) REGULATIONS 1996</i> RECEIVES THE REVIEW OF THE APPROPRIATENESS AND EFFECTIVENESS OF THE EMRC'S SYSTEMS IN RELATION TO RISK MANAGEMENT, INTERNAL CONTROL AND LEGISLATIVE COMPLIANCE FORMING ATTACHMENT 2 TO THIS REPORT.	COMPLETED
15.	24 OCTOBER 2024	12.4 RISK MANAGEMENT UPDATE (D2024/24989 (AC) D2024/27578) THAT COUNCIL NOTES THE UPDATE ON THE STATUS OF THE COUNCIL'S RISK MANAGEMENT PROFILE.	COMPLETED
16.	24 OCTOBER 2024	19 CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC 19.1 WOOD WASTE TO ENERGY PLANT PROJECT UPDATE (D2024/27136) THAT: 1. COUNCIL RECEIVES THE REPORT. 2. THE REPORT AND ATTACHMENTS REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRPERSON AND THE CEO.	COMPLETED

DATE		RESOLUTION	STATUS
17.	24 OCTOBER 2024	19.2 EAST ROCKINGHAM WASTE TO ENERGY (ERWTE) PROJECT UPDATE (D2024/27140) THAT: 1. COUNCIL RECEIVES THE REPORT. 2. THE CEO RESPONDS TO EAST ROCKINGHAM WASTE TO ENERGY ACKNOWLEDGING RECEIPT OF THEIR EMAIL ADVICE OF 30 AUGUST 2024 AND ADVISING THE COUNCIL DECISION IN RESPECT OF THE EXTENSION OF TIME REQUEST AS DISCUSSED IN THE REPORT. 3. THE EMRC CONTINUE TO LIAISE WITH EAST ROCKINGHAM WASTE TO ENERGY ON THE PLANT COMMISSIONING TIMELINE AND PROVIDE UPDATES TO THE PARTICIPANT COUNCILS AND EMRC COUNCIL. 4. THE REPORT AND THE ATTACHMENTS TO THIS REPORT REMAIN CONFIDENTIAL AND IS CERTIFIED BY THE CHAIRPERSON AND CEO.	IN PROGRESS
18.	24 OCTOBER 2024	19.3 APPOINTMENT OF AN ACTING CHIEF EXECUTIVE OFFICER (D2024/27239) THAT: 1. COUNCIL APPOINT THE CHIEF FINANCIAL OFFICER TO THE ROLE OF ACTING CHIEF EXECUTIVE OFFICER EFFECTIVE 26TH OCTOBER 2024 UNTIL COMMENCEMENT OF THE NEWLY APPOINTED CEO ON 2ND DECEMBER 2024 OR EARLIER. 2. COUNCIL ENDORSE THE DRAFT LETTER OF APPOINTMENT AND AUTHORISES THE CHAIR OF THE COUNCIL TO EXECUTE THIS DOCUMENT ON THEIR BEHALF. 3. THE REPORT AND ATTACHMENTS REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRPERSON AND CEO.	COMPLETED
19.	24 OCTOBER 2024	19.4 STRATEGIC DISCUSSION (D2024/27661) THAT: 1. COUNCIL RECEIVES THE REPORT. 2. THE REPORT AND ATTACHMENTS REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRPERSON AND THE CHIEF EXECUTIVE OFFICER.	IN PROGRESS

DATE		RESOLUTION	STATUS
20.	22 AUGUST 2024	7 APPLICATIONS FOR LEAVE OF ABSENCE 7.1 CR PIFFARETTI THAT COUNCIL APPROVES THE APPLICATION FOR LEAVE OF ABSENCE FOR CR PIFFARETTI FROM 24 AUGUST 2024 UNTIL 22 SEPTEMBER 2024 (INCLUSIVE).	COMPLETED
21.	22 AUGUST 2024	9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS 9.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 27 JUNE 2024 THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 27 JUNE 2024 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.	COMPLETED
22.	22 AUGUST 2024	14 EMPLOYEE REPORTS 14.1 LIST OF ACCOUNTS PAID DURING THE MONTHS OF JUNE AND JULY 2024 (D2024/16826) THAT COUNCIL NOTES: 1. THE CEO'S LIST OF ACCOUNTS FOR JUNE AND JULY 2024 PAID UNDER DELEGATED POWER IN ACCORDANCE WITH REGULATION 13(1) OF THE <i>LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996</i> , FORMING ATTACHMENT 1 TO THIS REPORT TOTALLING \$25,679,384.92. 2. THE LIST OF PAYMENTS BY EMPLOYEES VIA PURCHASING CARDS INCLUDING CREDIT CARDS, DEBIT OR OTHER PURCHASING CARDS FOR JUNE AND JULY 2024 IN ACCORDANCE WITH REGULATION 13A(2) OF THE <i>LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996</i> , FORMING ATTACHMENT 2 TO THIS REPORT TOTALLING \$37,984.75.	COMPLETED
23.	22 AUGUST 2024	14.2 FINANCIAL REPORT FOR THE PERIOD ENDED 30 JUNE 2024 (D2024/20943) 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 30 JUNE 2024.	COMPLETED
24.	22 AUGUST 2024	14.3 FINANCIAL REPORT FOR THE PERIOD ENDED 31 JULY 2024 (D2024/21133) 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 JULY 2024.	COMPLETED
25.	22 AUGUST 2024	14.4 REVIEW OF SECONDARY WASTE CHARGE (D2024/20990) THAT: 1. COUNCIL, BY ABSOLUTE MAJORITY, IN ACCORDANCE WITH S.6.16(3)(B) OF THE <i>LOCAL GOVERNMENT ACT 1995</i> , RESOLVES TO TEMPORARILY SUSPEND THE SECONDARY WASTE CHARGE FROM 1 SEPTEMBER 2024 UNTIL THE END OF THE 2024/2025 FINANCIAL YEAR. 2. PUBLIC NOTICE BE GIVEN IN ACCORDANCE WITH S.6.19 OF THE <i>LOCAL GOVERNMENT ACT 1995</i> .	COMPLETED

DATE		RESOLUTION	STATUS
26.	22 AUGUST 2024	14.5 REVIEW OF COUNCIL POLICY 4.1 – CEO APPOINTMENT, PERFORMANCE REVIEW AND TERMINATION (D2024/20991) THAT: 1. REVISED EMRC POLICY 4.1 – CEO APPOINTMENT, PERFORMANCE REVIEW AND TERMINATION POLICY FORMING ATTACHMENT 2 TO THIS REPORT BE ADOPTED BY COUNCIL. 2. EMRC POLICY 4.1 – CEO APPOINTMENT, PERFORMANCE REVIEW AND TERMINATION POLICY BE NEXT REVIEWED AGAIN IN FOUR YEARS.	COMPLETED
27.	22 AUGUST 2024	14.6 REVIEW OF COUNCIL POLICIES (D2024/21002) THAT: 1. COUNCIL ADOPTS THE COUNCIL POLICY 3.5 - PURCHASING AS REVIEWED AND AMENDED FORMING ATTACHMENT 3 TO THIS REPORT. 2. COUNCIL ADOPTS THE COUNCIL POLICY 7.1 - RISK MANAGEMENT AS REVIEWED AND AMENDED FORMING ATTACHMENT 5 TO THIS REPORT. 3. COUNCIL ADOPTS THE COUNCIL POLICY 7.3 - RECORDS MANAGEMENT AS REVIEWED AND AMENDED FORMING ATTACHMENT 7 TO THIS REPORT. 4. THE ADOPTED POLICIES, AS REVIEWED AND AMENDED BE SCHEDULED TO BE REVIEWED AGAIN IN FOUR YEARS.	COMPLETED
28.	22 AUGUST 2024	14.7 ITEMS CONTAINED IN THE INFORMATION BULLETIN (D2024/16822) THAT THE COUNCIL NOTES THE ITEMS CONTAINED IN THE INFORMATION BULLETIN ACCOMPANYING THE 22 AUGUST 2024 ORDINARY MEETING OF COUNCIL AGENDA.	COMPLETED
29.	22 AUGUST 2024	19 CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC 19.1 DEED OF LICENCE FOR FLARE SITE AT RED HILL WASTE MANAGEMENT FACILITY (D2024/21020) THAT: 1. COUNCIL APPROVES THE GRANT OF A LICENCE TO LANDFILL GAS AND POWER PTY LTD FOR THE FLARE SITE AT RED HILL WASTE MANAGEMENT FACILITY. 2. COUNCIL AUTHORISES THE CEO TO FINALISE AND SIGN THE DEED OF LICENCE FOR THE FLARE SITE BETWEEN LANDFILL GAS AND POWER PTY LTD AND THE EMRC, SUBJECT TO MINOR VARIATIONS. 3. THE REPORT REMAINS CONFIDENTIAL AND IS CERTIFIED BY THE CHAIRMAN AND CEO.	COMPLETED

DATE		RESOLUTION	STATUS
30.	22 AUGUST 2024	<p>19.2 CEO RECRUITMENT(D2024/22325)</p> <p>THAT</p> <ol style="list-style-type: none"> 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 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. 	COMPLETED

DATE		RESOLUTION	STATUS
31.	27 JUNE 2024	7 APPLICATIONS FOR LEAVE OF ABSENCE 7.1 CR POLIWKA THAT COUNCIL APPROVE THE APPLICATION FOR LEAVE OF ABSENCE FOR CR POLIWKA FROM 03 JULY 2024 TO 31 JULY 2024.	COMPLETED
32.	27 JUNE 2024	9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS 9.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 23 MAY 2024 THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 23 MAY 2024 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.	COMPLETED
33.	27 JUNE 2024	14 EMPLOYEE REPORTS 14.1 LIST OF ACCOUNTS PAID DURING THE MONTH OF MAY 2024 (D2024/15411) THAT COUNCIL NOTES: 1. THE CEO'S LIST OF ACCOUNTS FOR MAY 2024 PAID UNDER DELEGATED POWER IN ACCORDANCE WITH REGULATION 13(1) OF THE LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996, FORMING ATTACHMENT 1 TO THIS REPORT TOTALLING \$11,070,540.82. 2. THE LIST OF PAYMENTS BY EMPLOYEES VIA PURCHASING CARDS INCLUDING CREDIT CARDS, DEBIT OR OTHER PURCHASING CARDS FOR MAY 2024 IN ACCORDANCE WITH REGULATION 13A(2) OF THE LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996, FORMING ATTACHMENT 2 TO THIS REPORT TOTALLING \$13,374.79.	COMPLETED
34.	27 JUNE 2024	14.2 FINANCIAL REPORT FOR PERIOD ENDED 31 MAY 2024 (D2024/15412) THAT COUNCIL: 1. 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 MAY 2024. 2. BY ABSOLUTE MAJORITY DECLARES A DIVIDEND OF \$5M FROM THE AUDITED OPERATING SURPLUSES FOR 2023/24 FINANCIAL YEAR. 3. AUTHORISES THE PAYMENT OF THE DIVIDEND FOLLOWING THE ENDORSEMENT OF THE AUDITED ANNUAL FINANCIAL REPORT FOR 2023/2024 FINANCIAL YEAR AND BE BASED ON THE RESPECTIVE MEMBER COUNCIL EQUITY SHAREHOLDING.	COMPLETED
35.	27 JUNE 2024	14.3 REVIEW OF COUNCIL POLICY 3.3 – MANAGEMENT OF INVESTMENTS POLICY (D2024/16131) THAT: 1. REVISED EMRC POLICY 3.3 - MANAGEMENT OF INVESTMENTS POLICY FORMING ATTACHMENT 2 TO THIS REPORT BE ADOPTED BY COUNCIL. 2. EMRC POLICY 3.3 - MANAGEMENT OF INVESTMENTS POLICY BE NEXT REVIEWED IN THE TWELVE MONTHS FOLLOWING THE ORDINARY ELECTION DAY IN 2025.	COMPLETED

DATE		RESOLUTION	STATUS
36.	27 JUNE 2024	14.4 REVIEW OF COUNCIL POLICY 5.1 – RED HILL WASTE MANAGEMENT FACILITY AND HAZELMERE RESOURCE RECOVERY PARK ENVIRONMENTAL POLICY (D2024/15432) THAT: 1. REVISED EMRC POLICY 5.1 – ENVIRONMENTAL POLICY FOR THE RED HILL WASTE MANAGEMENT FACILITY AND HAZELMERE RESOURCE RECOVERY PARK FORMING ATTACHMENT 2 TO THIS REPORT BE ADOPTED BY COUNCIL. 2. EMRC POLICY 5.1 – ENVIRONMENTAL POLICY FOR THE RED HILL WASTE MANAGEMENT FACILITY AND HAZELMERE RESOURCE RECOVERY PARK POLICY BE NEXT REVIEWED FOLLOWING THE ORDINARY LOCAL GOVERNMENT ELECTIONS IN 2027.	COMPLETED
37.	27 JUNE 2024	14.5 REVIEW OF DELEGATED POWERS & DUTIES (D2024/16136) THAT: 1. COUNCIL REVIEWS AND ENDORSES THE DELEGATIONS MADE TO THE CHIEF EXECUTIVE OFFICER AS DETAILED IN THE REVISED NEW EMRC DELEGATIONS REGISTER FORMING ATTACHMENT 1 OF THIS REPORT. 2. THE ATTACHMENTS TO THIS REPORT REMAIN CONFIDENTIAL AND ARE CERTIFIED BY THE EMRC CHAIRPERSON AND THE CHIEF EXECUTIVE OFFICER.	COMPLETED
38.	27 JUNE 2024	14.6 TENDER RFT 2024-002 PROVISION OF LATERIC CAPROCK QUARRYING SERVICE (D2024/16149) THAT: 1. COUNCIL AWARDS TENDER RFT 2024-002 PROVISION OF LATERITIC CAPROCK QUARRYING SERVICE TO B&J CATALANO PTY LTD AT THE LISTED RATES FORMING THE ATTACHMENT 1 TO THIS REPORT, FOR THE PERIOD 3 JULY 2024 TO 2 JULY 2027, WITH AN OPTION FOR TWO (2) SINGLE YEAR EXTENSIONS, EXERCISABLE BY THE CEO SUBJECT TO SATISFACTORY PERFORMANCE. 2. THE CEO BE AUTHORISED TO ENTER A CONTRACT WITH B&J CATALANO PTY LTD IN ACCORDANCE WITH THEIR SUBMITTED TENDER, SUBJECT TO ANY MINOR VARIATIONS THAT MAY BE AGREED ON BETWEEN THE CEO AND B&J CATALANO PTY LTD. 3. THE CONTRACT RATES FOR TENDER RFT 2024-002 PROVISION OF LATERITIC CAPROCK QUARRYING SERVICE ARE ADJUSTED ANNUALLY AT EACH ANNIVERSARY OF THE CONTRACT BASED ON THE CONSUMER PRICE INDEX FOR PERTH OVER THE PREVIOUS TWELVE MONTHS	COMPLETED
39.	27 JUNE 2024	14.7 WASTE AND RESOURCE RECOVERY CONFERENCE 2024 – SEPTEMBER 2024 (D2024/16400) 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 (VMCRG), IN THE EVENT THAT SOME MEMBERS MAY WISH TO ATTEND.	COMPLETED

DATE		RESOLUTION	STATUS
40.	27 JUNE 2024	14.8 ITEMS CONTAINED IN THE INFORMATION BULLETIN (D2024/15403) THAT THE COUNCIL NOTES THE ITEMS CONTAINED IN THE INFORMATION BULLETIN ACCOMPANYING THE 27 JUNE 2024 ORDINARY MEETING OF COUNCIL AGENDA.	COMPLETED
41.	27 JUNE 2024	15 REPORTS OF COMMITTEES 15.1 AUDIT COMMITTEE MEETING HELD 06 JUNE 2024 (D2024/15449) 12.1 INTERIM AUDIT REPORT FOR THE YEAR ENDING 30 JUNE 2024 (D2024/11545) THAT COUNCIL NOTES THE CONTENTS OF THE INTERIM AUDIT REPORT AND THE MANAGEMENT COMMENTS PROVIDED IN RESPONSE FORMING THE ATTACHMENT TO THIS REPORT.	COMPLETED
42.	27 JUNE 2024	12.2 DRAFT CORPORATE BUSINESS PLAN 2024/2025 TO 2028/2029 (D2024/10555) THAT: 1. COUNCIL BY ABSOLUTE MAJORITY, IN ACCORDANCE WITH R.19DA(6) OF THE <i>LOCAL GOVERNMENT (ADMINISTRATION) REGULATIONS 1996</i> , ADOPTS THE CORPORATE BUSINESS PLAN 2024/2025 TO 2028/2029 FORMING AN ATTACHMENT TO THIS REPORT; 2. LOCAL PUBLIC NOTICE OF THE ADOPTION OF THE CORPORATE BUSINESS PLAN 2024/2025 TO 2028/2029 BE GIVEN IN ACCORDANCE WITH R.19D OF THE <i>LOCAL GOVERNMENT (ADMINISTRATION) REGULATIONS 1996</i> .	COMPLETED
43.	27 JUNE 2024	12.3 EASTERN METROPOLITAN REGIONAL COUNCIL (EMRC) 2024/2025 DRAFT ANNUAL BUDGET (D2024/10658) THAT: 1. COUNCIL, BY ABSOLUTE MAJORITY, IN ACCORDANCE WITH SECTION 6.2(1) OF THE <i>LOCAL GOVERNMENT ACT 1995 AND LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996</i> , ADOPTS THE EMRC 2024/2025 ANNUAL BUDGET AND SUPPORTING SCHEDULES WHICH HAVE BEEN PREPARED IN COMPLIANCE WITH THE AUSTRALIAN ACCOUNTING STANDARDS. 2. FOR THE 2024/2025 FINANCIAL YEAR A MATERIAL VARIANCE PERCENTAGE OF 10% OF THE APPROPRIATE BASE, OR A DOLLAR VALUE OF \$20,000, WHICHEVER IS THE GREATER, BE ADOPTED FOR REPORTING VARIANCES IN THE STATEMENTS OF FINANCIAL ACTIVITY. 3. IN ACCORDANCE WITH REGULATION 33 OF THE <i>LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996</i> , A COPY OF THE 2024/2025 ANNUAL BUDGET BE SUBMITTED TO THE DEPARTMENTAL CEO, DEPARTMENT OF LOCAL GOVERNMENT, SPORT AND CULTURAL INDUSTRIES, WITHIN 14 DAYS OF ITS ADOPTION BY COUNCIL.	COMPLETED
44.	27 JUNE 2024	12.4 RISK MANAGEMENT UPDATE (D2024/10571) THAT COUNCIL NOTES THE UPDATE ON THE STATUS OF THE COUNCIL'S RISK MANAGEMENT PROFILE.	COMPLETED

DATE		RESOLUTION	STATUS
45.	27 JUNE 2024	<p>19 CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC</p> <p>19.1 CHIEF EXECUTIVE OFFICER PERFORMANCE AND SALARY REVIEW FOR 2023/2024 AND OBJECTIVE SETTING FOR 2024/2025 (D2024/13792)</p> <p>THAT:</p> <ol style="list-style-type: none"> COUNCIL ASSESSES THE CHIEF EXECUTIVE OFFICER'S PERFORMANCE FOR THE PERIOD 2023/2024. COUNCIL ADOPTS THE PERFORMANCE CRITERIA OUTLINED WITHIN THE REPORT FOR 2024/2025. COUNCIL AUTHORIZES INCREASING THE TOTAL REMUNERATION PACKAGE OF CEO BY 4% WITH AN ADDITIONAL 0.5% TO BE ADDED TO THE SG SUPERANNUATION PAYMENT AND AUTHORIZES A VARIATION OF CONTRACT TO AFFECT THIS CHANGE. THE REPORT AND ATTACHMENTS REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO. 	COMPLETED
46.	27 JUNE 2024	<p>19.2 CHIEF EXECUTIVE OFFICER RECRUITMENT – JOB DESCRIPTION FORM, REMUNERATION PACKAGE AND ADVERTISING PROCESS (D2024/16032)</p> <p>THAT:</p> <ol style="list-style-type: none"> 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. 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. COUNCIL ENDORSES THE DRAFT ADVERTISEMENT FOR THE CHIEF EXECUTIVE OFFICER POSITION FORMING ATTACHMENT 2 OF THIS REPORT. 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. THE REPORT AND ATTACHMENT 4 REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRPERSON AND CHIEF EXECUTIVE OFFICER. 	COMPLETED
47.	27 JUNE 2024	<p>19.3 APPOINTMENT OF AN INDEPENDENT PERSON TO THE CEORC (D2024/10177)</p> <p>THAT:</p> <ol style="list-style-type: none"> COUNCIL BY ABSOLUTE MAJORITY IN ACCORDANCE WITH S.5.10 OF THE LOCAL GOVERNMENT ACT 1995, APPOINTS HELEN HARDCASTLE AS THE INDEPENDENT MEMBER TO THE CHIEF EXECUTIVE OFFICER RECRUITMENT COMMITTEE. THE REPORT AND ATTACHMENT REMAIN CONFIDENTIAL AND ARE CERTIFIED BY THE CHAIRPERSON AND CEO. 	COMPLETED

DATE		RESOLUTION	STATUS
48.	27 JUNE 2024	<p>19.4 EMRC SUPPORT FOR AUSTRALIAN RESEARCH COUNCIL RESEARCH HUB FOR VALUE-ADDED PROCESSING OF CARBON WASTE (D2024/16032)</p> <p>THAT:</p> <ol style="list-style-type: none"> COUNCIL DOES NOT SUPPORT THE PARTICIPATION OF THE EMRC IN THE AUSTRALIAN RESEARCH COUNCIL RESEARCH HUB FOR VALUE-ADDED PROCESSING OF UNDERUTILISED CARBON WASTE TO THE VALUE INDICATED IN THE REPORT AT PARAGRAPH 12. THE REPORT AND ATTACHMENT REMAIN CONFIDENTIAL AND ARE CERTIFIED BY THE CHAIRPERSON AND CEO. 	COMPLETED
49.	27 JUNE 2024	<p>19.5 REVIEW OF SECONDARY WASTE CHARGE (D2024/16151)</p> <p>THAT:</p> <ol style="list-style-type: none"> COUNCIL RECEIVES THE REPORT ON THE REVIEW OF THE SECONDARY WASTE CHARGE. COUNCIL, BY ABSOLUTE MAJORITY, IN ACCORDANCE WITH S.6.16(3)(B) OF THE <i>LOCAL GOVERNMENT ACT 1995</i>, RESOLVES TO TEMPORARILY SUSPEND THE SECONDARY WASTE CHARGE FOR THE 24/25 FINANCIAL YEAR. COUNCIL REQUESTS THE CEO TO PROVIDE A REPORT TO MEMBERS BY MARCH 2025 RE: POTENTIAL VARIATIONS TO THE APPLICATION AND REINTRODUCTION OF THE SECONDARY WASTE CHARGE FOR THE 2025/26 FINANCIAL YEAR (SUBJECT TO COUNCIL APPROVAL). 	IN PROGRESS

DATE		RESOLUTION	STATUS
50.	27 JUNE 2024	<p>19.6 STRATEGIC DISCUSSION (D2024/14289)</p> <p>THAT:</p> <ol style="list-style-type: none"> 1. COUNCIL RECEIVES THE LETTER FORMING CONFIDENTIAL ATTACHMENT 1 OF THIS REPORT. 2. COUNCIL NOTES THE PRESENTATION PROVIDED, FORMING CONFIDENTIAL ATTACHMENT 2 OF THIS REPORT. 3. COUNCIL RESOLVES TO ADVISE THE CITY OF SWAN THAT: <ol style="list-style-type: none"> A. THE EMRC NOTES THE CITY OF SWAN INTENDS TO INITIATE A REVIEW OF THE ALTERNATE WASTE DISPOSAL OPTIONS. B. THE EMRC DOES NOT WISH TO PARTICIPATE IN THIS REVIEW. C. THE DELOITTE'S VALUATION ON THE WITHDRAWAL OF THE CITY OF BELMONT IS A CONFIDENTIAL PROCESS AND THIS MATTER IS FOR THE EMRC COUNCIL. D. ADVISE THE CITY OF SWAN THAT THE EMRC HAS COMMENCED THE RECRUITMENT OF A NEW CHIEF EXECUTIVE OFFICER AND A HR CONSULTANT HAS BEEN APPOINTED BY THE CEO RECRUITMENT COMMITTEE AS DIRECTED. 4. COUNCIL INSTRUCTS THE CHIEF EXECUTIVE OFFICER AS A PRIORITY TO: <ol style="list-style-type: none"> A. UNDERTAKE A VALUATION OF THE EMRC AND ITS ASSETS TO INFORM COUNCIL OF THE CURRENT MARKET VALUE OF THE EMRC AS A GOING CONCERN; AND B. IDENTIFY AND VALUE PORTIONS OF THE BUSINESS OPERATIONS AND/OR ASSETS THAT MAY BE SURPLUS TO THE PRIMARY OPERATIONS OF THE EMRC. 5. COUNCIL INSTRUCTS THE CHIEF EXECUTIVE OFFICER AND CHAIRPERSON TO INVITE AND CHAIR A JULY 2024 JOINT MEETING OF MEMBER COUNCIL MAYORS, PRESIDENT, EMRC DEPUTY CHAIRPERSON AND CEOS TO DISCUSS PROCESSES THAT WILL DELIVER MAXIMUM RETURN ON INVESTMENT TO THE MEMBER COUNCILS. 6. COUNCIL ENDORSES THE DRAFT RESPONSE LETTER, AS AMENDED, FORMING ATTACHMENT 3 OF THIS REPORT WITH AMENDMENTS TO REFLECT THE INTENT OF PARTS 4 AND 5 OF THIS RESOLUTION OF COUNCIL. 7. THE REPORT AND ATTACHMENTS REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRPERSON AND THE CHIEF EXECUTIVE OFFICER. 	COMPLETED

	DATE	RESOLUTION	STATUS
51.	23 MAY 2024	9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS 9.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 28 MARCH 2024 THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 28 MARCH 2024 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.	COMPLETED
52.	23 MAY 2024	9.2 MINUTES OF THE SPECIAL MEETING OF COUNCIL HELD ON 18 APRIL 2024 THAT THE MINUTES OF THE SPECIAL MEETING OF COUNCIL HELD ON 18 APRIL 2024 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.	COMPLETED
53.	23 MAY 2024	14 EMPLOYEE REPORTS 14.1 LIST OF ACCOUNTS PAID DURING THE MONTHS OF MARCH AND APRIL 2024 (D2024/09238) 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 MARCH 2024.	COMPLETED
54.	23 MAY 2024	14.2 FINANCIAL REPORT FOR PERIOD ENDED 31 MARCH 2024 (D2024/12225) 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 MARCH 2024.	COMPLETED
55.	23 MAY 2024	14.3 FINANCIAL REPORT FOR PERIOD ENDED 30 APRIL 2024 (D2024/12233) 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 30 APRIL 2024.	COMPLETED
56.	23 MAY 2024	14.4 REVIEW OF COUNCIL POLICIES (D2024/12548) THAT: 1. COUNCIL ADOPTS THE POLICIES AS REVIEWED AND AMENDED FORMING ATTACHMENT 3 TO THIS REPORT. 2. THE ADOPTED POLICIES, AS REVIEWED AND AMENDED FORMING ATTACHMENT 3 TO THIS REPORT, BE SCHEDULED TO BE REVIEWED AGAIN IN FOUR YEARS.	COMPLETED
57.	23 MAY 2024	14.5 ITEMS CONTAINED IN THE INFORMATION BULLETIN (D2024/09453) THAT THE COUNCIL NOTES THE ITEMS CONTAINED IN THE INFORMATION BULLETIN ACCOMPANYING THE 23 MAY 2024 ORDINARY MEETING OF COUNCIL AGENDA.	COMPLETED
58.	23 MAY 2024	15 REPORTS OF COMMITTEES 15.1 CHIEF EXECUTIVE OFFICER RECRUITMENT COMMITTEE MEETING HELD 9 MAY 2024 (D2024/13513) THAT COUNCIL ADOPTS THE RECOMMENDATIONS IN THE CHIEF EXECUTIVE OFFICER RECRUITMENT COMMITTEE REPORT (SECTION 15.1).	COMPLETED

DATE		RESOLUTION	STATUS
59.	23 MAY 2024	<p>19 CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC</p> <p>19.1 EAST ROCKINGHAM WASTE TO ENERGY PROJECT UPDATE (D2024/12562)</p> <p>THAT:</p> <ol style="list-style-type: none"> COUNCIL RECEIVES THE REPORT. THE EMRC WRITES TO ERWE TO REQUEST IT CONFIRMS THE AMENDED SCHEDULED DATE OF PRACTICAL COMPLETION AND PROVIDES FURTHER UPDATES TO COUNCIL IN THE LEAD UP TO THE PLANT COMMISSIONING. THE REPORT AND THE ATTACHMENTS TO THIS REPORT REMAIN CONFIDENTIAL AND IS CERTIFIED BY THE CHAIRPERSON AND CEO. 	COMPLETED
60.	23 MAY 2024	<p>19.2 ITEM 11.1 OF THE CHIEF EXECUTIVE OFFICER RECRUITMENT COMMITTEE – 9 MAY 2024 – SELECTION OF A CONSULTANT (D2024/13193)</p> <p>THAT COUNCIL NOTES THE RESOLUTION(S) IN THE CEO EXECUTIVE OFFICER RECRUITMENT COMMITTEE REPORT.</p> <p>THE RESOLUTION(S) BY THE CEO RECRUITMENT COMMITTEE, WAS MADE UNDER DELEGATED AUTHORITY AT ITS 9 MAY 2024 MEETING, BEING:</p> <p>THAT THE CEO RECRUITMENT COMMITTEE:</p> <ol style="list-style-type: none"> APPOINTS BEILBY DOWNING TEAL AS THE PROFESSIONAL RECRUITMENT CONSULTANT TO ASSIST THE CEO RECRUITMENT COMMITTEE WITH THE RECRUITMENT OF A NEW CEO. REQUESTS THE CEO TO WRITE TO ALL RECRUITMENT COMPANIES WHO SUBMITTED A PROPOSAL TO ADVISE THEM OF THE REQUEST FOR QUOTE PROCESS OUTCOME. REQUESTS THE APPOINTED CONSULTANT PREPARES A SHORTLIST OF INDIVIDUALS TO BE THE “INDEPENDENT PERSON” AS OUTLINED IN PARAGRAPH 11 AND 12. 	COMPLETED
61.	23 MAY 2024	<p>19.3 STRATEGIC DISCUSSION (D2024/12295)</p> <p>THAT IN ACCORDANCE WITH CLAUSE 10.1 OF THE EMRC MEETING PROCEDURAL LOCAL LAWS 2023, THE ITEM BE REFERRED TO THE 27 JUNE 2024 ORDINARY MEETING OF COUNCIL.</p>	COMPLETED

DATE		RESOLUTION	STATUS
62.	28 MARCH 2024	7 APPLICATIONS FOR LEAVE OF ABSENCE 7.1 CR AARON BOWMAN THAT COUNCIL APPROVES THE APPLICATION FOR LEAVE OF ABSENCE FOR CR AARON BOWMAN FROM 21 MAY 2024 TO 24 MAY 2024 INCLUSIVE.	COMPLETED
63.	28 MARCH 2024	9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS 9.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 22 FEBRUARY 2024 THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 22 FEBRUARY 2024 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.	COMPLETED
64.	28 MARCH 2024	13 BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING IN ACCORDANCE WITH SECTION 10.1 OF THE <i>EMRC MEETING PROCEDURE LOCAL LAWS 2023</i> , THAT THE REPORT ITEM – REVIEW OF DELEGATED POWERS AND DUTIES BE ADJOURNED TO THE ORDINARY MEETING OF COUNCIL TO BE HELD ON 27 JUNE 2024.	COMPLETED
65.	28 MARCH 2024	14 EMPLOYEE REPORTS 14.1 LIST OF ACCOUNTS PAID DURING THE MONTH OF FEBRUARY 2024 (D2024/06375) THAT COUNCIL NOTES: 1. THE CEO'S LIST OF ACCOUNTS FOR FEBRUARY 2024 PAID UNDER DELEGATED POWER IN ACCORDANCE WITH REGULATION 13(1) OF THE <i>LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996</i> , FORMING ATTACHMENT 1 TO THIS REPORT TOTALLING \$36,735,142.29. 2. THE LIST OF PAYMENTS BY EMPLOYEES VIA PURCHASING CARDS INCLUDING CREDIT CARDS, DEBIT OR OTHER PURCHASING CARDS FOR FEBRUARY IN ACCORDANCE WITH REGULATION 13A(2) OF THE <i>LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996</i> , FORMING ATTACHMENT 2 TO THIS REPORT TOTALLING \$15,405.01.	COMPLETED
66.	28 MARCH 2024	14.2 FINANCIAL REPORT FOR PERIOD ENDED 29 FEBRUARY 2024 (D2024/06576) 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 29 FEBRUARY 2024.	COMPLETED
67.	28 MARCH 2024	14.3 DISBANDING OF THE CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE (D2024/06904) THAT COUNCIL BY ABSOLUTE MAJORITY DISBAND THE CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE.	COMPLETED

DATE		RESOLUTION	STATUS
68.	28 MARCH 2024	14.4 REVIEW OF COUNCIL POLICIES (D2024/06907) THAT: 1. COUNCIL ADOPT COUNCIL POLICY 1.4 TRAVELLING COSTS INCURRED BY COUNCIL MEMBERS AS REVIEWED AND AMENDED FORMING ATTACHMENT 3 TO THIS REPORT. 2. COUNCIL ADOPT COUNCIL POLICY 3.1 ANNUAL FINANCIAL REPORTING POLICY AS REVIEWED AND AMENDED FORMING ATTACHMENT 5 TO THIS REPORT. 3. THE ADOPTED POLICIES, AS REVIEWED AND AMENDED FORMING ATTACHMENT 3 TO THIS REPORT, BE SCHEDULED TO BE REVIEWED AGAIN IN FOUR YEARS.	COMPLETED

DATE		RESOLUTION	STATUS
69.	28 MARCH 2024	14.5 ITEMS CONTAINED IN THE INFORMATION BULLETIN (D2024/06573) THAT THE COUNCIL NOTES THE ITEMS CONTAINED IN THE INFORMATION BULLETIN ACCOMPANYING THE 28 MARCH 2024 ORDINARY MEETING OF COUNCIL AGENDA.	COMPLETED
70.	28 MARCH 2024	15 REPORTS OF COMMITTEES 15.1 AUDIT COMMITTEE MEETING HELD 7 MARCH 2024 (RECONVENED ON 14 MARCH 2024) (D2024/07471) 12.1 COMPLIANCE AUDIT RETURN (D2024/07686) THAT COUNCIL ADOPTS THE DRAFT AMENDED COMPLIANCE AUDIT RETURN 2023 FORMING ATTACHMENT 3 TO THIS REPORT, THAT IT BE CERTIFIED BY THE CHAIRPERSON AND CHIEF EXECUTIVE OFFICER AND SUBMITTED TO THE DEPARTMENT OF LOCAL GOVERNMENT, SPORT AND CULTURAL INDUSTRIES BY 31 MARCH 2024.	COMPLETED
71.	28 MARCH 2024	12.2 HALF YEAR BUDGET REVIEW 2023/2024 (D2024/03594) THAT COUNCIL, BY ABSOLUTE MAJORITY IN ACCORDANCE WITH R.33A OF THE <i>LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996</i> , ADOPTS THE REVIEW OF THE 2023/2024 BUDGET AND APPROVES ITS SUBMISSION TO THE DEPARTMENT OF LOCAL GOVERNMENT, SPORT AND CULTURAL INDUSTRIES WITHIN 14 DAYS.	COMPLETED
72.	28 MARCH 2024	12.3 RISK MANAGEMENT UPDATE (2024/03595) THAT COUNCIL NOTES THE UPDATE ON THE STATUS OF THE COUNCIL'S RISK MANAGEMENT PROFILE.	COMPLETED
73.	28 MARCH 2024	19 CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC 19.1 REQUEST FOR TENDER RFT 2024-004 – PROVISION OF EQUIPMENT RENTAL (D2024/06931) THAT: 1. IN ACCORDANCE WITH R.18(5) OF THE <i>LOCAL GOVERNMENT (FUNCTIONS AND GENERAL) REGULATIONS 1996</i> , 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. 3. THE REPORT AND THE ATTACHMENTS TO THIS REPORT REMAIN CONFIDENTIAL AND IS CERTIFIED BY THE CHAIRPERSON AND CEO.	COMPLETED

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DATE		RESOLUTION	STATUS
74.	28 MARCH 2024	<p>19.2 EAST ROCKINGHAM WASTE TO ENERGY PLANT UPDATE (D2024/06933)</p> <p>THAT:</p> <ol style="list-style-type: none"> COUNCIL CONFIRMS THAT OPTION 1 WITH A REVISED PRACTICAL COMPLETION DATE AS REFERRED TO IN THE LETTER FROM THE CEO OF THE CITY OF SWAN TO THE CEO OF THE EMRC RECEIVED 22 MARCH 2024 IS THE PREFERRED OPTION UNDER PARAGRAPH 11(5) OF THIS REPORT AS THE ACTION TO BE TAKEN BY EMRC. THE CEO RESPONDS TO EAST ROCKINGHAM RRF PROJECT CO PTY LTD ACKNOWLEDGING RECEIPT OF THEIR LETTER OF 7 FEBRUARY 2024 AND ADVISING THE COUNCIL DECISION IN RESPECT OF THE EXTENSION OF TIME REQUEST. THE REPORT AND THE ATTACHMENT TO THIS REPORT REMAIN CONFIDENTIAL AND IS CERTIFIED BY THE CHAIRPERSON AND CEO. 	COMPLETED

DATE		RESOLUTION	STATUS
75.	22 FEBRUARY 2024	7 APPLICATIONS FOR LEAVE OF ABSENCE 7.1 CR PIFFARETTI THAT COUNCIL APPROVE THE APPLICATION FOR LEAVE OF ABSENCE FOR CR FILOMENA PIFFARETTI FROM 10 MARCH 2024 TO 17 MARCH 2024 INCLUSIVE.	COMPLETED
76.	22 FEBRUARY 2024	9 CONFIRMATION OF MINUTES OF PREVIOUS MEETING 9.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 23 NOVEMBER 2023 THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 23 NOVEMBER 2023 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.	COMPLETED
77.	22 FEBRUARY 2024	14 EMPLOYEE REPORTS 14.1 LIST OF ACCOUNTS PAID DURING THE MONTHS OF NOVEMBER 2023, DECEMBER 2023 AND JANUARY 2024 (D2024/01824) THAT COUNCIL NOTES: 1. THE CEO'S LIST OF ACCOUNTS FOR NOVEMBER 2023, DECEMBER 2023 AND JANUARY 2024 PAID UNDER DELEGATED POWER IN ACCORDANCE WITH REGULATION 13(1) OF THE <i>LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996</i> , FORMING ATTACHMENT 1 TO THIS REPORT TOTALLING \$44,471,950.85. 2. THE LIST OF PAYMENTS BY EMPLOYEES VIA PURCHASING CARDS INCLUDING CREDIT CARDS, DEBIT OR OTHER PURCHASING CARDS FOR SEPTEMBER AND OCTOBER 2023 IN ACCORDANCE WITH REGULATION 13A(2) OF THE <i>LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996</i> , FORMING ATTACHMENT 2 TO THIS REPORT TOTALLING \$63,507.93.	COMPLETED
78.	22 FEBRUARY 2024	14.2 FINANCIAL REPORT FOR PERIOD ENDED 30 NOVEMBER 2023 (D2024/00493) 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 30 NOVEMBER 2023.	COMPLETED
79.	22 FEBRUARY 2024	14.3 FINANCIAL REPORT FOR PERIOD ENDED 31 DECEMBER 2023 (D2024/01339) 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 DECEMBER 2023.	COMPLETED
80.	22 FEBRUARY 2024	14.4 FINANCIAL REPORT FOR PERIOD ENDED 31 JANUARY 2024 (D2024/03705) 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 JANUARY 2024.	COMPLETED

DATE		RESOLUTION	STATUS
81.	22 FEBRUARY 2024	14.5 REVIEW OF COUNCIL POLICIES (D2024/03682) THAT: 1. COUNCIL ADOPTS THE POLICIES AS REVIEWED AND AMENDED FORMING ATTACHMENT 3 TO THIS REPORT. 2. THE ADOPTED POLICIES, AS REVIEWED AND AMENDED FORMING ATTACHMENT 3 TO THIS REPORT, BE SCHEDULED TO BE REVIEWED AGAIN IN FOUR YEARS.	COMPLETED
82.	22 FEBRUARY 2024	14.6 REVIEW OF DELEGATED POWERS AND DUTIES (D2024/03692) IN ACCORDANCE WITH SECTION 10.1 OF EMRC MEETING PROCEDURE LOCAL LAWS 2023, THAT THE ITEM BE ADJOURNED TO NEXT ORDINARY MEETING OF COUNCIL TO BE HELD ON 28 MARCH 2024..	COMPLETED
83.	22 FEBRUARY 2024	14.7 CHIEF EXECUTIVE OFFICER ATTENDANCE AT WASTE 2024 CONFERENCE (D2024/03693) THAT COUNCIL APPROVES THE CHIEF EXECUTIVE OFFICER TO ATTEND THE WASTE 2024 CONFERENCE BEING HELD IN COFFS HARBOUR FROM 14 TO 16 MAY 2024.	COMPLETED
84.	22 FEBRUARY 2024	14.8 PURCHASE OF RUBBISH COLLECTION VEHICLES FOR FOGO WASTE (D2024/04020) THAT: 1. COUNCIL ACKNOWLEDGES THAT DUE TO THE OPPORTUNISTIC TIMING OF THE AVAILABILITY OF THESE TWO USED SIDE LOADER RUBBISH COLLECTION VEHICLES FROM MAJOR MOTORS PTY LTD, IT HAS GOOD REASON TO BELIEVE THERE IS UNLIKELY TO BE ANY OTHER SUPPLIER WHO CAN PROVIDE SIMILAR VALUE FOR MONEY IN THE TIME REQUIRED. 2. IN ACCORDANCE WITH R.11(2)(F) OF THE <i>LOCAL GOVERNMENT (FUNCTIONS AND GENERAL) REGULATIONS 1996</i> TENDERS NOT BE PUBLICLY INVITED ON THIS OCCASION.	COMPLETED
85.	22 FEBRUARY 2024	17 MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN 17.1 NOTICE OF MOTION RECEIVED FROM CR AARON BOWMAN (D2024/03951) THAT COUNCIL: 1. REVIEWS ITS MEMBERSHIP OF THE AUDIT COMMITTEE TO INCLUDE EXTERNAL MEMBER(S) IN ADDITION TO THE EXISTING COUNCILLORS FROM PARTICIPANT MEMBER COUNCILS. 2. INSTRUCTS THE CHIEF EXECUTIVE OFFICER TO TABLE AT A FUTURE MEETING OF COUNCIL. A) A REVISED COUNCIL POLICY 2.1 AS WELL AS THE AUDIT COMMITTEE TERMS OF REFERENCE TO REFLECT THE PROPOSED CHANGE OF MEMBERSHIP; AND B) A PROPOSAL FOR COUNCIL'S CONSIDERATION THE REMUNERATION TO BE PAID TO THE EXTERNAL MEMBER OF THE AUDIT COMMITTEE.	IN PROGRESS

DATE		RESOLUTION	STATUS
86.	22 FEBRUARY 2024	<p>19 CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC</p> <p>19.1 OPTION TO LEASE AGREEMENT WITH WOODSIDE ENERGY (D2024/03713)</p> <p>THAT:</p> <ol style="list-style-type: none"> COUNCIL NOTES THE UPDATE CONTAINED IN THE CONFIDENTIAL REPORT. THE REPORT AND ATTACHMENTS REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRPERSON AND CEO. 	COMPLETED
87.	22 FEBRUARY 2024	<p>19.2 REQUEST FOR TENDER RFT 2023-013 CONSTRUCTION OF CLASS III STAGE 17 LANDFILL CELL AT RED HILL WASTE MANAGEMENT FACILITY (RHWMF) (D2024/03927)</p> <p>THAT:</p> <ol style="list-style-type: none"> COUNCIL AWARDS TENDER RFT 2023-013 – STAGE 17 LANDFILL CELL CONSTRUCTION TO RAUBEX CONSTRUCTION PTY LTD FOR AS DETAILED IN THIS REPORT BASED ON A BILL OF QUANTITIES SCHEDULE OF RATES FORMING ATTACHMENT 1 TO THIS REPORT. THE CEO BE AUTHORISED ON BEHALF OF THE EMRC TO ENTER INTO A CONTRACT WITH RAUBEX CONSTRUCTION PTY LTD IN ACCORDANCE WITH THEIR SUBMITTED TENDER, SUBJECT TO ANY MINOR VARIATIONS THAT MAY BE AGREED ON BETWEEN THE CEO AND RAUBEX CONSTRUCTION PTY LTD. COUNCIL, BY ABSOLUTE MAJORITY, APPROVES ADDITIONAL BUDGET FUNDING FOR THE CONSTRUCTION OF STAGE 17 LANDFILL CELL WHICH WILL BE FUNDED BY THE BUDGET FROM CLASS IV CELL CONSTRUCTION AS WELL AS THE SURPLUS FUNDS FROM ABOVE BUDGET TONNAGES AVAILABLE IN THE MUNICIPAL FUNDS FROM THE CLASS IV AND SURPLUS FUNDS FROM THE ADDITIONAL TONNAGES IN THE MUNICIPAL FUND RESERVES FOR THE COST OF CONSTRUCTING THE STAGE 17 LANDFILL CELL CONSTRUCTION AS APPROVED AND ADOPTED TO 2024/2025 ANNUAL BUDGET SET ASIDE FOR THAT SPECIFIC PURPOSE. 	COMPLETED
88.	22 FEBRUARY 2024	<p>19.3 EXEMPTION FROM TENDER REGULATIONS FOR A CONTRACTOR (D2024/03731)</p> <p>THAT:</p> <ol style="list-style-type: none"> COUNCIL ACKNOWLEDGES THAT DUE TO THE EXISTING INVOLVEMENT, KNOWLEDGE AND EXPERIENCE OF I20 SERVICES, (FORMERLY KNOWN AS PRAMUKH ELECTRICALS PTY LTD), IT HAS GOOD REASON TO BELIEVE THERE IS UNLIKELY TO BE ANY OTHER SUPPLIER WHO CAN PROVIDE SIMILAR VALUE FOR MONEY TO COMPLETE THE VERIFICATION AND COMPLIANCE PHASE OF ELECTRICAL INSTALLATION AND ASSOCIATED WORKS FOR THE HAZELMERE WOOD WASTE TO ENERGY PROJECT. COUNCIL NOTES THE FINANCIAL IMPLICATIONS ON THE VERIFICATION AND COMPLIANCE PHASE OF ELECTRICAL INSTALLATION AND ASSOCIATED WORKS AS DETAILED IN PARAGRAPH 16 OF THE REPORT. IN ACCORDANCE WITH R.11(2)(F) OF THE <i>LOCAL GOVERNMENT (FUNCTIONS AND GENERAL) REGULATIONS 1996</i> TENDERS NOT BE PUBLICLY INVITED ON THIS OCCASION. THE REPORT AND ATTACHMENTS REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRPERSON AND THE CEO. 	COMPLETED

DATE		RESOLUTION	STATUS
89.	22 FEBRUARY 2024	19.4 SELECTION OF A FACILITATOR FOR THE CHIEF EXECUTIVE OFFICERS PERFORMANCE REVIEW PROCESS (D2023/01271) THAT: 1. COUNCIL AWARDS THE CONSULTANCY FOR FACILITATING THE CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW 2024 TO DR JUDE BALM OF INFINITY TRAINING. 2. THE REPORT REMAINS CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRPERSON AND CHIEF EXECUTIVE OFFICER.	COMPLETED
90.	22 FEBRUARY 2024	19.5 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW PROCESS FOR 2024 (D2024/02074) THAT: 1. COUNCIL ENDORSES THE TIMETABLE FOR UNDERTAKING THE CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW PROCESS FOR 2024 AS OUTLINED WITHIN THIS REPORT. 2. THE REPORT REMAINS CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRPERSON AND CHIEF EXECUTIVE OFFICER.	COMPLETED

DATE		RESOLUTION	STATUS
1.	22 JUNE 2023	<p>17 MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN</p> <p>17.1 NOTICE OF MOTION RECEIVED FROM CR STEVEN OSTASZEWSKYJ (D2023/12882)</p> <p>THAT:</p> <ol style="list-style-type: none"> COUNCIL INSTRUCTS THE CHIEF EXECUTIVE OFFICER TO UNDERTAKE A REVIEW OF THE SECONDARY WASTE CHARGE, HAVING REGARD TO THE FUTURE USE OF THE SECONDARY WASTE RESERVE TO FUND ALTERNATE WASTE TREATMENT PROJECTS AND THE LEVEL OF CHARGE APPROPRIATE TO ACHIEVE THE STRATEGIC OBJECTIVES OF THE EMRC 10 YEAR STRATEGIC PLAN 2017 – 2027. THE OUTCOME OF THE REVIEW BE TABLED AT A FUTURE MEETING OF COUNCIL PRIOR TO THE ADOPTION OF THE 2024-2025 ANNUAL BUDGET. 	COMPLETED
2.	25 MAY 2023	<p>19.2 HAZELMERE WOOD WASTE TO ENERGY PROJECT UPDATE (D2023/10425)</p> <p>THAT</p> <ol style="list-style-type: none"> COUNCIL NOTES THE REPORT. COUNCIL, BY ABSOLUTE MAJORITY IN ACCORDANCE WITH S.5.42 OF THE <i>LOCAL GOVERNMENT ACT 1995</i> DELEGATES AUTHORITY TO THE CEO TO REPRESENT THE EMRC'S INTEREST AND VOTE ON ITS BEHALF AT ANY CREDITORS MEETING TO BE HELD BY THE VOLUNTARY ADMINISTRATOR OF ANERGY AUSTRALIA PTY LTD, IN CONSULTATION WITH THE CHAIRMAN AND DEPUTY CHAIRMAN. THE REPORT REMAINS CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO. 	IN PROGRESS

DATE		RESOLUTION	STATUS
3.	23 MARCH 2023	<p>19.7 REQUEST FOR TENDER RFT 2022-010 – TO DESIGN, SUPPLY, INSTALLATION AND COMMISSION OF AN APCr IMMOBILISATION PLANT (D2023/05665)</p> <p>THAT:</p> <ol style="list-style-type: none"> 1. COUNCIL AWARDS TENDER RFT 2022-010 TO DESIGN, SUPPLY, INSTALL, AND COMMISSION AN APCr IMMOBILISATION PLANT TO ENVIROPACIFIC FOR A CONTRACT TERM OF EIGHT (8) MONTHS UP TO A TOTAL COST IDENTIFIED IN THE REPORT, SUBJECT TO THE EXECUTION OF THE APCr AGREEMENT BETWEEN EMRC AND AVERTAS ENERGY. 2. COUNCIL, BY ABSOLUTE MAJORITY IN ACCORDANCE WITH S.5.42 OF THE <i>LOCAL GOVERNMENT ACT 1995</i> DELEGATES AUTHORITY TO THE CHIEF EXECUTIVE OFFICER TO EXERCISE THE OPTION TO PROCEED WITH THE ADDITIONAL ITEMS IDENTIFIED IN THE REPORT, SUBJECT TO A REVIEW OF THE BUSINESS CASE OUTCOMES FOR THE ADDITIONAL CAPITAL EXPENDITURE. 3. THE CEO BE AUTHORISED, ON BEHALF OF THE EMRC TO ENTER A CONTRACT WITH ENVIROPACIFIC IN ACCORDANCE WITH THEIR SUBMITTED TENDER, SUBJECT TO ANY MINOR VARIATIONS THAT MAY BE AGREED ON BETWEEN THE CEO AND ENVIROPACIFIC. 4. COUNCIL AUTHORISES A 10% CONTINGENCY BASED ON THE TENDERED PRICE SCHEDULE, FOR ANY CONTRACT VARIATIONS THAT MAY ARISE FOR TENDER RFT 2022-010. 5. COUNCIL, BY ABSOLUTE MAJORITY AUTHORISES THE ADDITIONAL UNBUDGETED FUNDS IDENTIFIED IN THE REPORT TO UNDERTAKE THE TENDER RFT 2022-010. 6. THE REPORT AND ATTACHMENT REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND THE CEO. 	IN PROGRESS

DATE		RESOLUTION	STATUS
1.	19 DECEMBER 2022	<p>AIR POLLUTION CONTROL RESIDUE DISPOSAL AGREEMENT(D2022/18466)</p> <p>THAT:</p> <ol style="list-style-type: none"> 1. COUNCIL ENDORSES THE DRAFT BUSINESS PLAN FOR A MAJOR UNDERTAKING, FORMING ATTACHMENT 2 TO THIS REPORT. 2. PUBLIC NOTICE BE GIVEN IN ACCORDANCE WITH S.3.59(4) OF THE <i>LOCAL GOVERNMENT ACT 1995</i>, TO SEEK PUBLIC CONSULTATION FOR A PERIOD NOT LESS THAN 6 WEEKS OF THE EMRC PROPOSAL TO COMMENCE THE MAJOR UNDERTAKING. 3. COUNCIL DIRECTS THE CHIEF EXECUTIVE OFFICER TO PREPARE A REPORT TO COUNCIL FOLLOWING PUBLIC CONSULTATION, FOR COUNCIL TO CONSIDER ANY SUBMISSIONS MADE SUCH THAT IT MAY DECIDE TO PROCEED WITH THE UNDERTAKING. 4. COUNCIL ENDORSES THE DRAFT AIR POLLUTION CONTROL RESIDUE DISPOSAL AGREEMENT, FORMING ATTACHMENT 3 TO THIS REPORT, SUBJECT TO MINOR VARIATIONS. 5. COUNCIL ENDORSES THE DRAFT FINANCIER DIRECT DEED, FORMING ATTACHMENT 5 TO THIS REPORT, SUBJECT TO MINOR VARIATIONS. 6. COUNCIL, BY ABSOLUTE MAJORITY IN ACCORDANCE WITH S.5.42(1) OF THE <i>LOCAL GOVERNMENT ACT 1995</i>, DELEGATES AUTHORITY TO THE CHIEF EXECUTIVE OFFICER TO NEGOTIATE AND ENTER INTO THE AIR POLLUTION CONTROL RESIDUE DISPOSAL AGREEMENT AND FINANCIAL DIRECT DEED, SUBJECT TO MINOR VARIATIONS AND THE SATISFACTION OF THE REQUIREMENTS OF S.3.59 OF THE <i>LOCAL GOVERNMENT ACT 1995</i>. 7. COUNCIL AUTHORISES THE CHAIRMAN AND THE CHIEF EXECUTIVE OFFICER TO EXECUTE THE FINAL AIR POLLUTION CONTROL RESIDUE DISPOSAL AGREEMENT AND FINANCIAL DIRECT DEED UNDER EMRC'S COMMON SEAL. 8. THE REPORT AND ATTACHMENTS REMAIN CONFIDENTIAL AND IS CERTIFIED BY THE EMRC CHAIRMAN AND CHIEF EXECUTIVE OFFICER. 	IN PROGRESS
2.	27 OCTOBER 2022	<p>19.4 ESTABLISHMENT AGREEMENT REVIEW (2022/18597)</p> <p>THAT:</p> <ol style="list-style-type: none"> 1. COUNCIL ENDORSES THE DRAFT REPLACEMENT ESTABLISHMENT AGREEMENT FORMING ATTACHMENT 2 TO THIS REPORT. 2. COUNCIL REQUESTS THAT ALL MEMBER COUNCILS AS PARTICIPANTS OF THE EMRC REVIEW AND ENDORSE THE REPLACEMENT ESTABLISHMENT AGREEMENT. 3. THE REPORT AND THE ATTACHMENTS REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO. 	IN PROGRESS
3.	24 MARCH 2022	<p>19.3 APCr UPDATE (D2022/04350)</p> <p>THAT:</p> <ol style="list-style-type: none"> 1. COUNCIL ENDORSES THE REVISED BUSINESS PLAN FORMING THE ATTACHMENT TO THIS REPORT. 2. COUNCIL INSTRUCTS THE EMRC CEO TO NEGOTIATE WITH THE EAST ROCKINGHAM WASTE TO ENERGY MANAGEMENT TEAM AS DETAILED IN THIS REPORT. 3. COUNCIL DIRECTS THE EMRC CEO TO PREPARE A SEPARATE REPORT TO COUNCIL WITH THE PROPOSED AGREEMENT FOR ITS REVIEW AND ENDORSEMENT. 4. THE REPORT AND ATTACHMENT REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO. 	IN PROGRESS

DATE		RESOLUTION	STATUS
1.	25 NOVEMBER 2021	19.5 SUSTAINABILITY WASTE ALLIANCE (D2021/23795) THAT: 1. COUNCIL NOTES THE CONFIDENTIAL REPORT. 2. COUNCIL BY ABSOLUTE MAJORITY IN ACCORDANCE WITH SECTION 5.42 OF THE <i>LOCAL GOVERNMENT ACT 1995</i> , DELEGATES AUTHORITY TO THE CHIEF EXECUTIVE OFFICER TO NEGOTIATE AN AGREEMENT WITH THE PARTIES IDENTIFIED WITHIN THE CONFIDENTIAL REPORT. 3. COUNCIL BY ABSOLUTE MAJORITY IN ACCORDANCE WITH SECTION 6.8(1)(B) OF THE <i>LOCAL GOVERNMENT ACT 1995</i> , AUTHORISES AN ALLOCATED EXPENDITURE TO THE SUM AND ADDITIONAL PURPOSE AS DETAILED IN THE CONFIDENTIAL REPORT, TO BE FUNDED FROM THE MUNICIPAL FUND. 4. THE REPORT AND ATTACHMENTS REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO.	IN PROGRESS
2.	23 SEPTEMBER 2021	19.2 APCr BUSINESS PLAN (D2021/18505) THAT: 1 COUNCIL ENDORSE THE BUSINESS PLAN FORMING THE ATTACHMENT TO THIS REPORT. 2 COUNCIL DELEGATE AUTHORITY TO THE CEO, TO NEGOTIATE AN AGREEMENT AS DETAILED IN THE REPORT. 3 COUNCIL DIRECTS THE CEO TO PREPARE A SEPARATE REPORT TO COUNCIL WITH THE PROPOSED AGREEMENT FOR ITS REVIEW AND ENDORSEMENT. 4 THE REPORT AND ATTACHMENT REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO.	IN PROGRESS
3.	24 JUNE 2021	14.5 ESTABLISHMENT AGREEMENT REVIEW UPDATE (D2021/10312) THAT COUNCIL: 1. NOTES THE UPDATE ON THE ESTABLISHMENT AGREEMENT REVIEW. 2. REQUESTS THAT ALL MEMBER COUNCILS AS PARTICIPANTS OF THE EMRC REVIEW THE MOST CURRENT DRAFT OF THE REPLACEMENT ESTABLISHMENT AGREEMENT DOCUMENT WITH A VIEW TO MAKE A FINAL RECOMMENDATION TO THE EMRC ON OR BEFORE THE 20 AUGUST 2021. 3. REQUESTS A BRIEFING SESSION BE HELD IN EARLY SEPTEMBER 2021 TO DISCUSS THE RECOMMENDATIONS RECEIVED FROM MEMBER COUNCILS. 4. REQUESTS THE CEO PREPARE A REPORT FOLLOWING FEEDBACK FROM THE BRIEFING SESSION, FOR ITS CONSIDERATION AT THE 23 SEPTEMBER 2021 ORDINARY MEETING OF COUNCIL.	IN PROGRESS

DATE		RESOLUTION	STATUS
1.	17 SEPTEMBER 2020	<p>19.1 ITEM 14.1 OF THE WASTE ADVISORY COMMITTEE MINUTES – CLASS IV WASTE CELL (PRELIMINARY DESIGN & APPROVALS) (D2020/20103)</p> <p>THAT:</p> <ol style="list-style-type: none"> 1. COUNCIL AUTHORISES THE COMMENCEMENT OF THE DESIGN AND APPROVAL PROCESS FOR CLASS IV STAGE 3 CELL DEVELOPMENT. 2. COUNCIL BY ABSOLUTE MAJORITY IN ACCORDANCE WITH S.6.8 OF THE LOCAL GOVERNMENT ACT 1995 APPROVES THE UNBUDGETED EXPENDITURE UP TO THE AMOUNT DETAILED IN THE REPORT TO PROCEED WITH THE DESIGN AND REGULATORY APPROVALS FOR THE DEVELOPMENT OF A NEW CLASS IV CELL AT THE RED HILL WASTE MANAGEMENT FACILITY. 3. THE REPORT AND ATTACHMENT(S) REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO. 	COMPLETED

2. CEO EXERCISE OF DELEGATED POWERS AND DUTIES

D2024/30449

PURPOSE OF REPORT

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

KEY POINT(S)

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

SOURCE OF REPORT

Chief Executive Officer

BACKGROUND

1. At the Council meeting held on 24 March 2016 Council conducted its annual review of powers and/or discharge of its duties as delegated to the CEO and Committees, in accordance within s.5.46 of the *Local Government Act 1995* (D2016/03708).
2. As part of that review Council resolved inter alia:

"THAT COUNCIL RECEIVES A REPORT DETAILING THE LIST OF ITEMS APPROVED UNDER DELEGATED AUTHORITY AS THEY ARISE AT THE NEXT ORDINARY MEETING OF COUNCIL."

REPORT

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

Delegation Number	Description of Delegation	Details of Delegated Powers and Discharge of Duties
1.2.1	Tenders for goods and services – Call Tenders	Request for Tender RFT 2024-005 Supply of Alternative Daily Cover for Red Hill Waste Management Facility has been issued with closing date of 19 November 2024.
1.2.2(3)(ii)	Tenders for goods and services – accepting the tender that is most advantageous within \$1,000,000.	RFQ 2024-015 Provision of Weighbridge System and Software Maintenance Support under a WALGA Vendor Panel
1.2.6	Contract of waste disposal related to operations	Entered into a commercial waste agreement #1

Delegation Number	Description of Delegation	Details of Delegated Powers and Discharge of Duties
1.2.6	Contract of waste disposal related to operations	Entered into a wood waste supply agreement #1
1.2.6	Contract of waste disposal related to operations	Entered into a wood waste supply agreement #2
1.2.6	Contract of waste disposal related to operations	Entered into a commercial waste agreement #2

STRATEGIC/POLICY IMPLICATIONS

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

Target - Sustainability integrated into management processes.

FINANCIAL IMPLICATIONS

5. As reflected in monthly financial reports.

SUSTAINABILITY IMPLICATIONS

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

RISK MANAGEMENT

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

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

MEMBER COUNCIL IMPLICATIONS

Member Council

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

Implication Details

The exercise of delegation improves the stakeholder value for the benefit of member Councils.

ATTACHMENT(S)

Nil

3 2024/2025 COUNCIL TONNAGE COMPARISONS AT 31 OCTOBER 2024

D2024/29999

PURPOSE OF REPORT

The purpose of this report is to provide Council with tonnages and quantities at the Red Hill Waste Management Facility (Red Hill) and the Hazelmere Resource Recovery Park (Hazelmere) for the reporting period to 31 October 2024.

SOURCE OF REPORT

Chief Financial Officer

REPORT

- 1 A total of 42,607 tonnes were received from Member Council at the Red Hill Waste Disposal Site (Red Hill) during the reporting period, compared to 38,000 tonnes received during the same period in 2023/2024.
- 2 “Other” waste tonnages totalling 57,279 were received at Red Hill during the reporting period compared to 83,335 tonnes received during the same period in 2023/2024.
- 3 During the reporting period a combined total of 99,886 tonnes compared to 121,335 tonnes during the same period in 2023/2024 were received at Red Hill.
- 4 Tonnages and quantities of waste timber, C&I material and mattresses, plus sales of woodchip/fines at Hazelmere for the above reporting period were as follows:
 - Incoming Waste Timber totalled 6,353 tonnes compared to 5,690 tonnes for the same period in 2023/2024.
 - The sale of fines and woodchip totalled 4,807 tonnes, compared to 4,162 tonnes for the same period in 2023/2024.
 - Incoming Commercial and Industrial (C&I) Waste totalled 113 tonnes, compared to 125 tonnes for the same period in 2023/2024.
 - Mattresses incoming totalled 6,318 compared to 7,225 for the same period in 2023/2024.
- 5 The attachment to this report provides the various tonnages information in a graphical format and highlights the movements and trends for the financial year.

STRATEGIC/POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

- 7 As reflected in monthly financial reports.

SUSTAINABILITY IMPLICATIONS

- 8 NIL

RISK MANAGEMENT

Risk – Lower than budgeted tonnages received including product sales

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

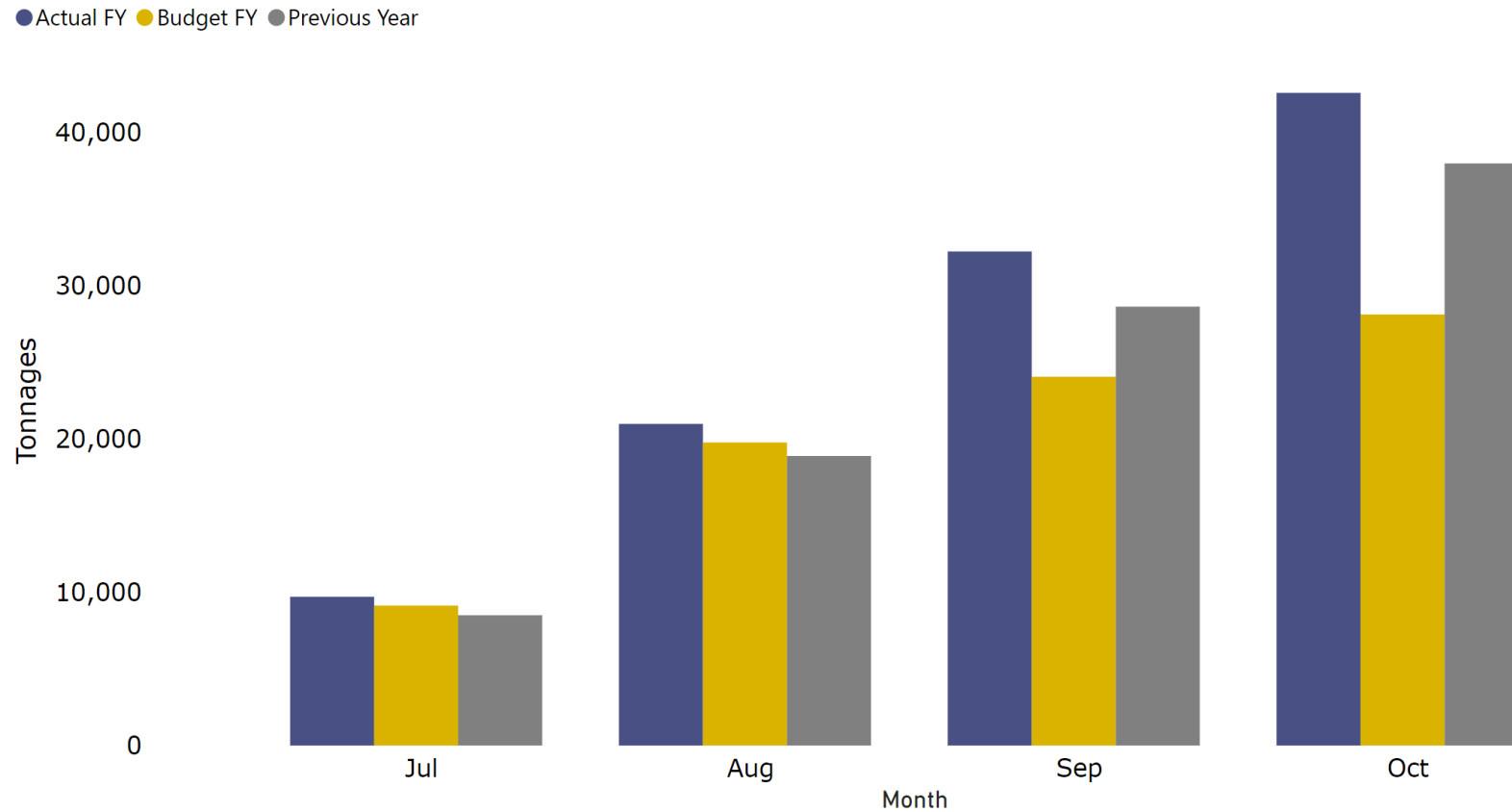
ATTACHMENT(S)

Council Tonnages Report (D2024/30001)

EMRC Tonnage Analysis

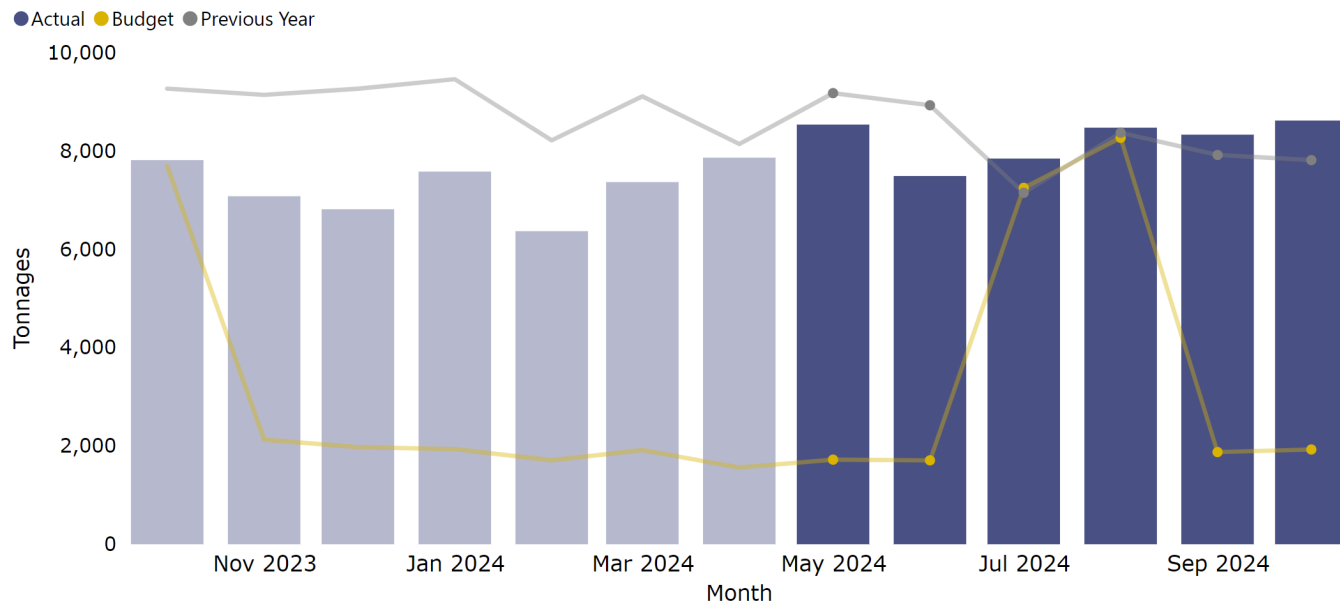
as at 31 October 2024

2024/2025 Member Council YTD Overall Tonnages

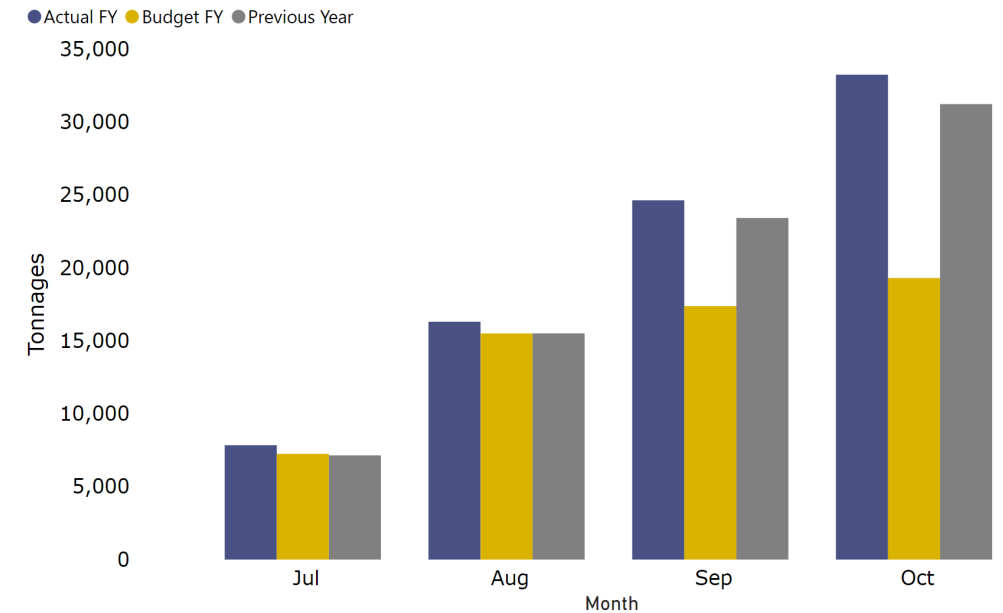


2024/2025 Tonnages

13 month rolling Class III Tonnages for Member Council

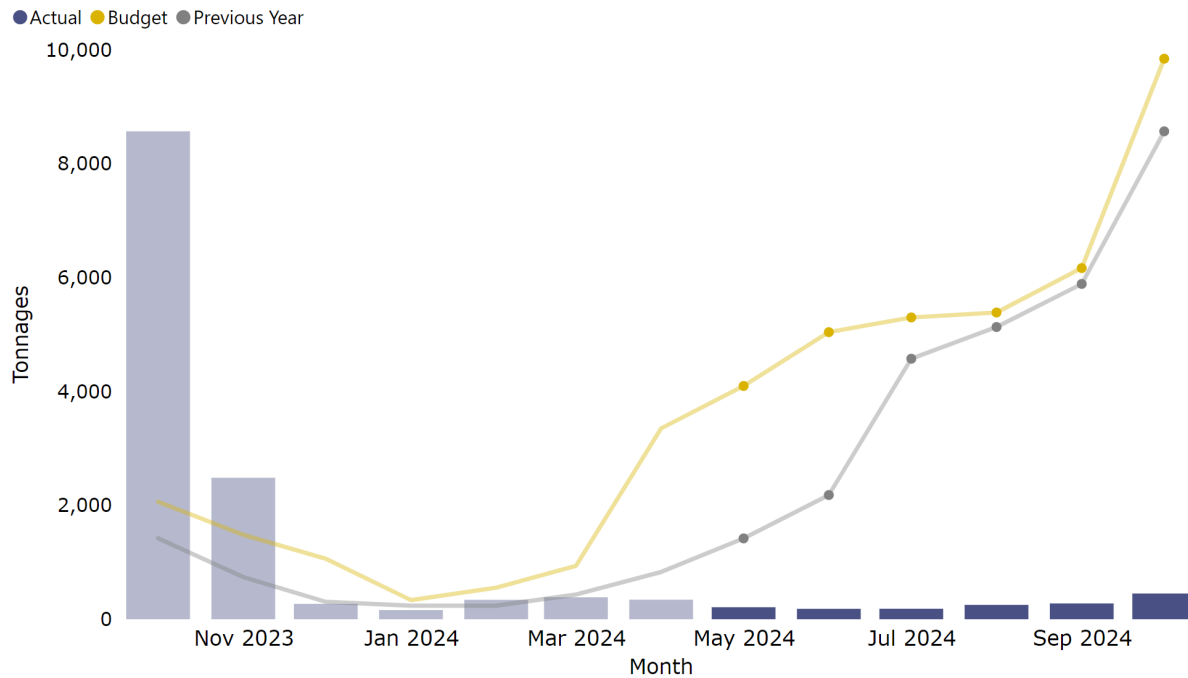


Member Council Class III YTD

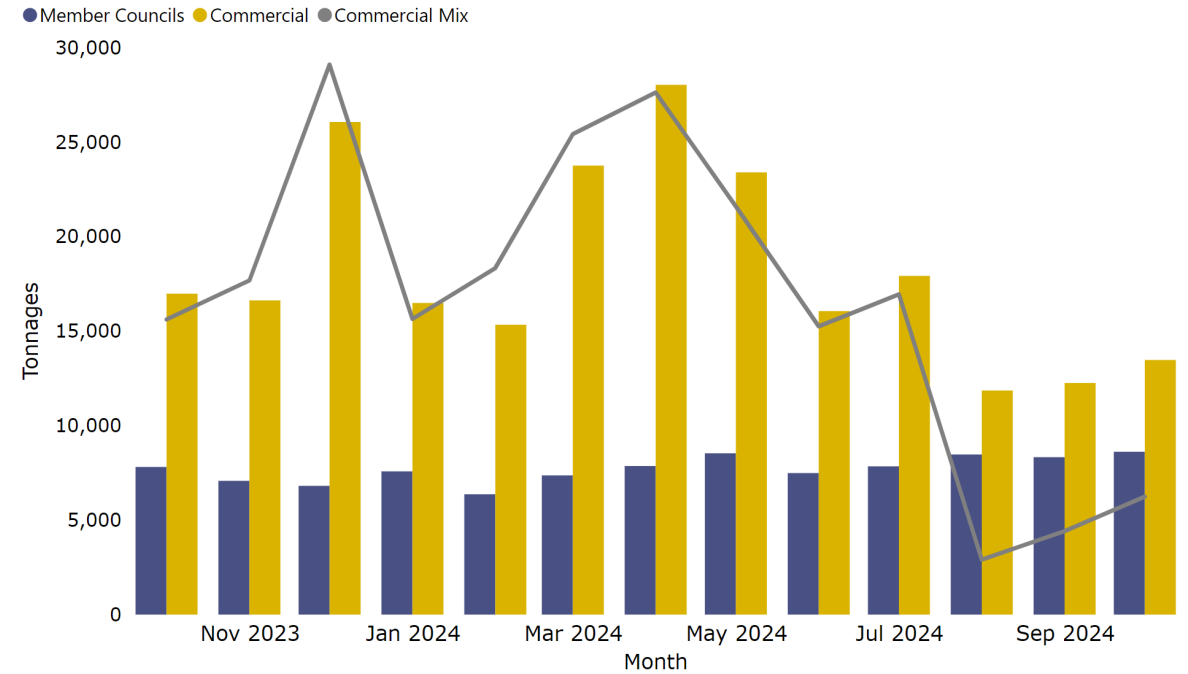


2024/2025 Tonnages

13 month rolling Class IV Tonnages

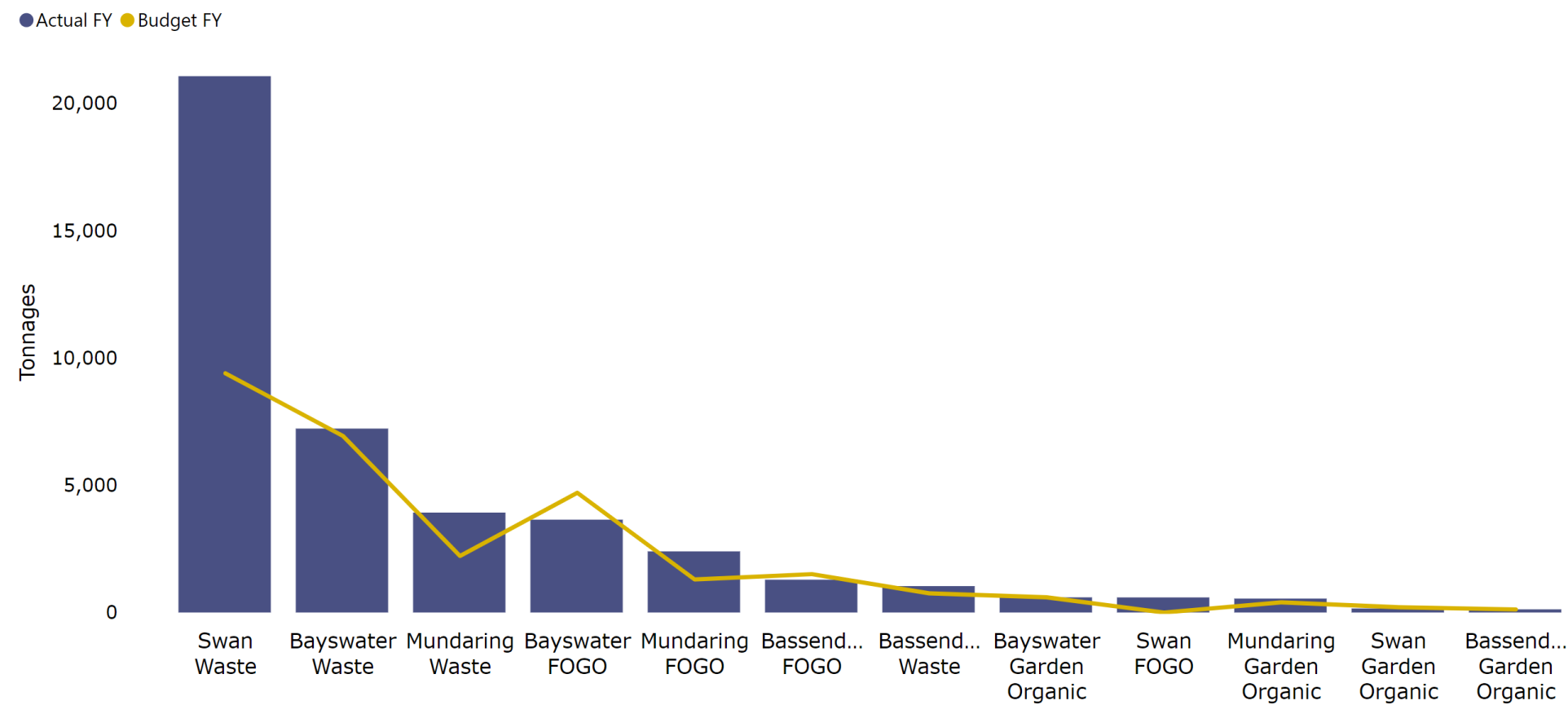


13 month rolling Member Council / Commercial Mix



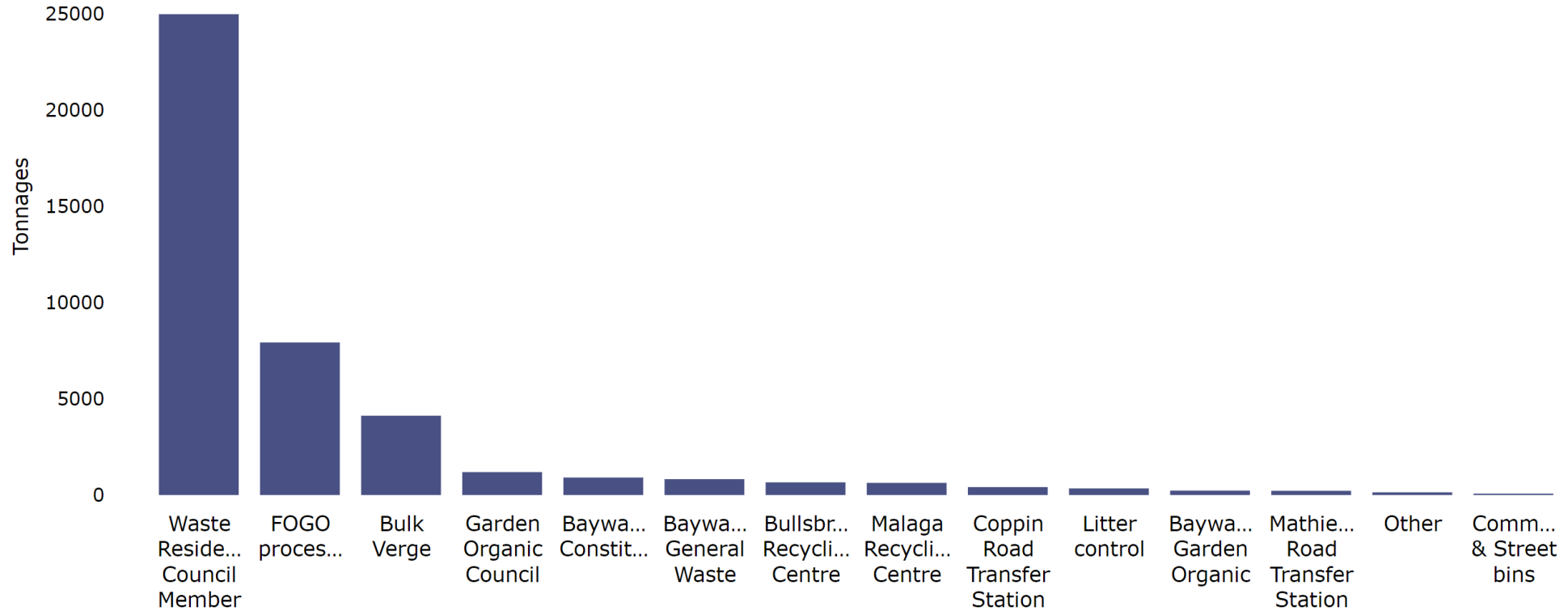
2024/2025 EMRC Combined Waste Report

YTD October 2024

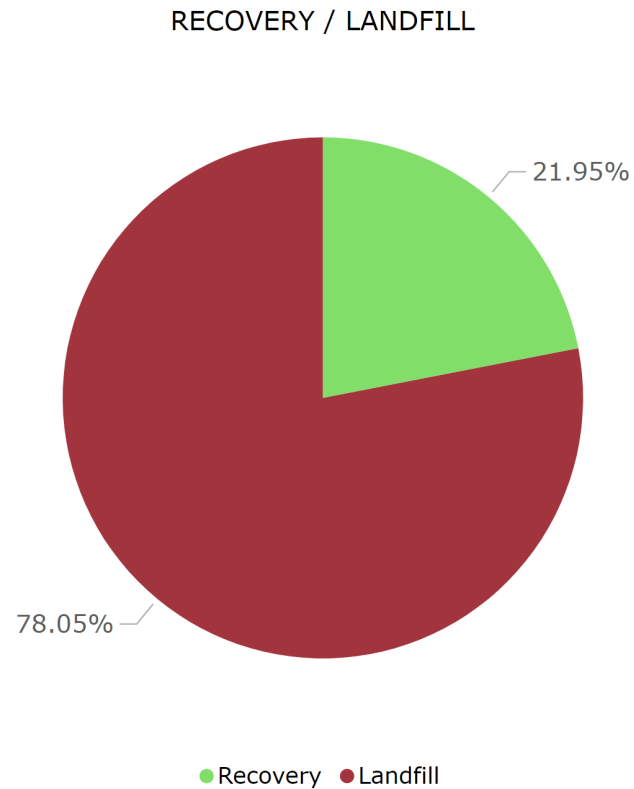


2024/2025 EMRC Waste Receipt Report

YTD October 2024



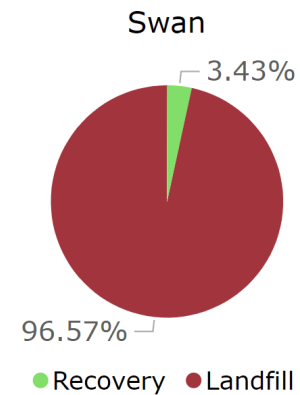
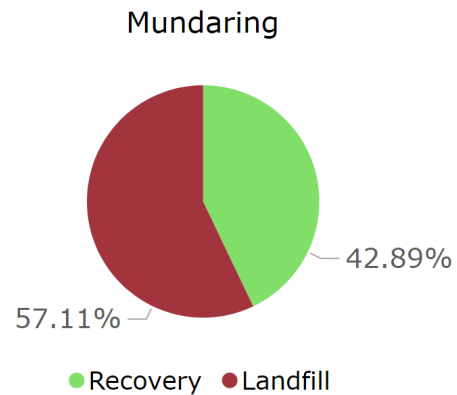
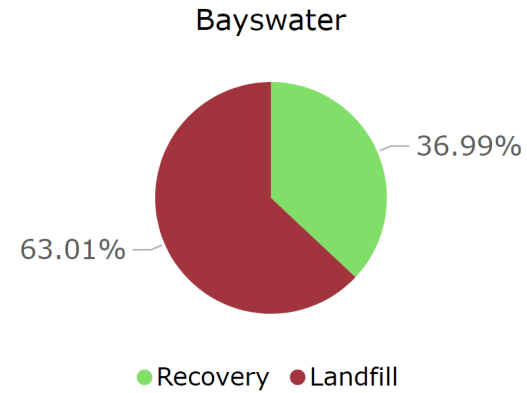
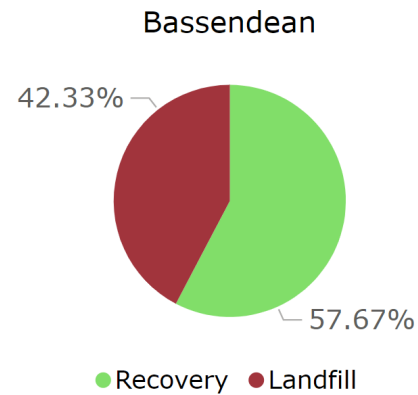
2024/2025 Total Member Council % Recovery @ EMRC



Council Landfill Recovery

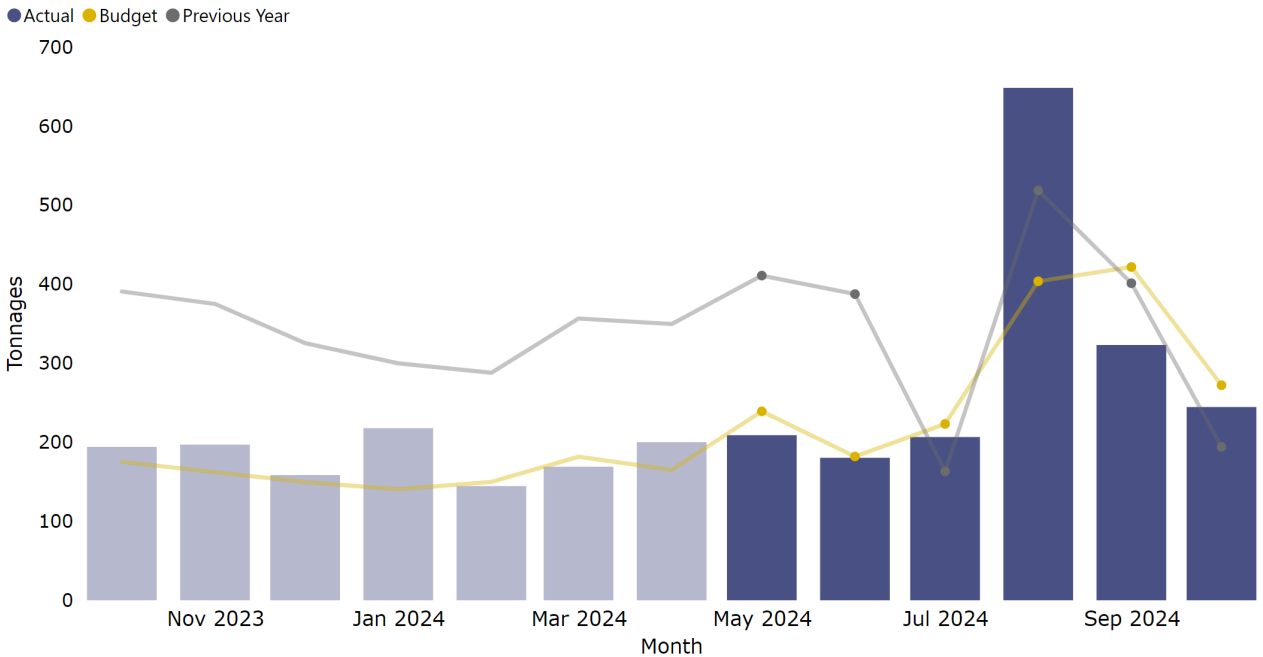
Bassendean	42.33%	57.67%
Bayswater	63.01%	36.99%
Mundaring	57.11%	42.89%
Swan	96.57%	3.43%
Overall	78.05%	21.95%

2024/2025 Member Council Recovery @ EMRC

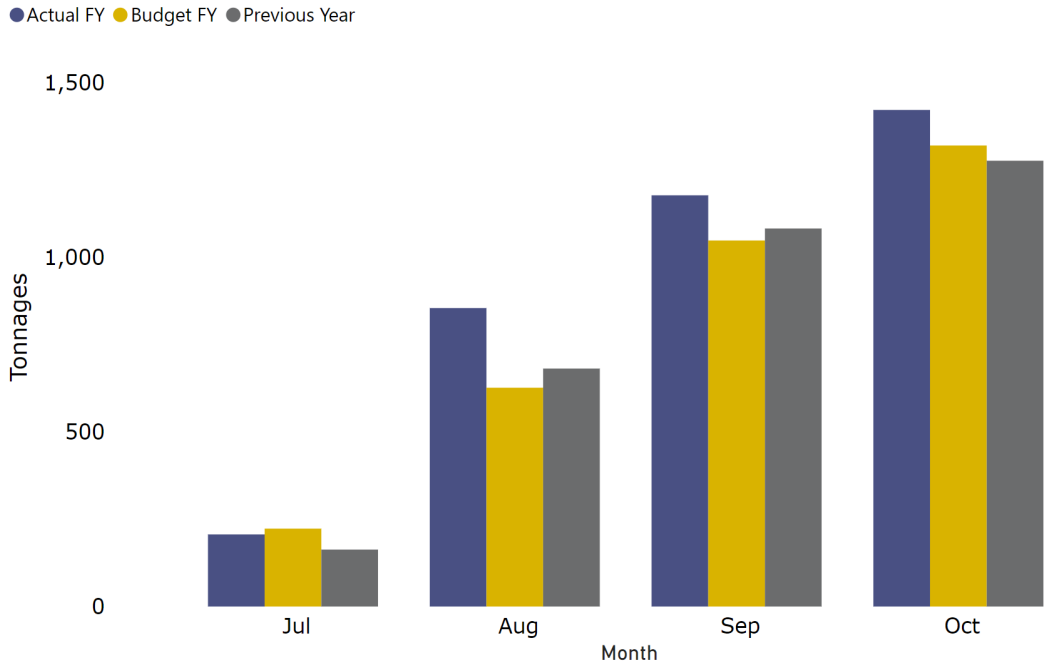


2024/2025 Garden Organic Tonnages

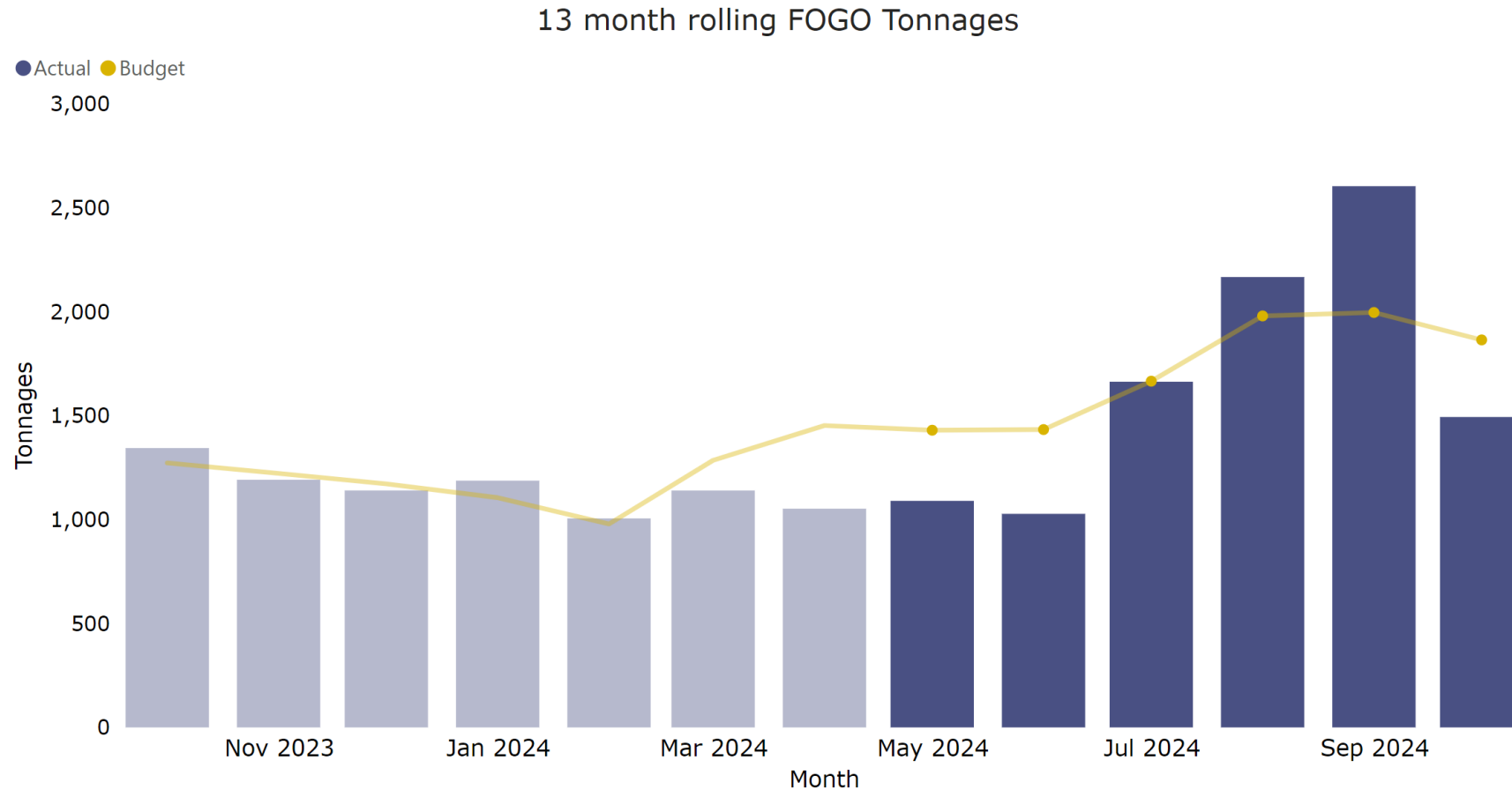
13 month rolling Garden Organic Tonnages for Member Council



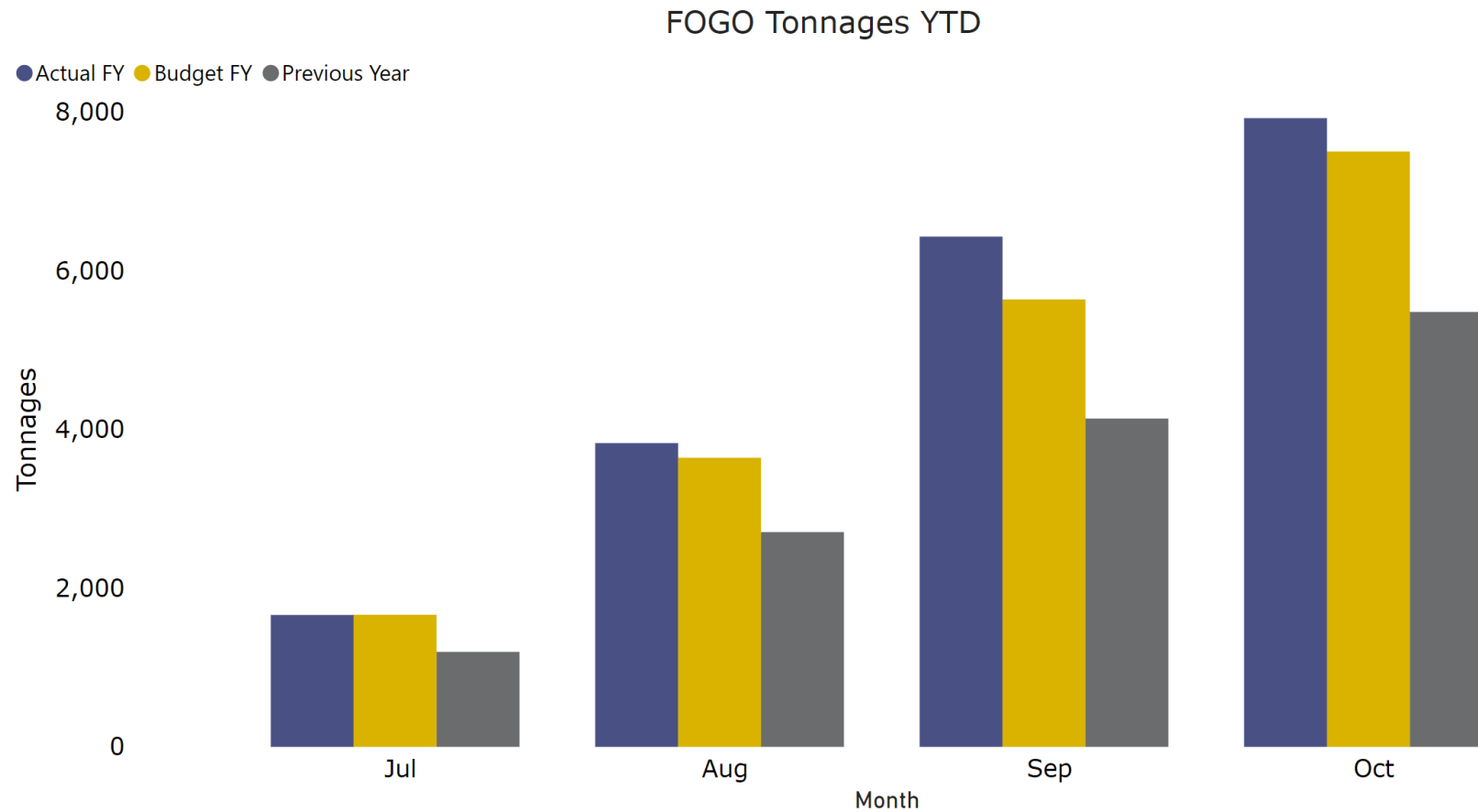
Member Council Garden Organic Tonnages YTD



2024/2025 FOGO Tonnages

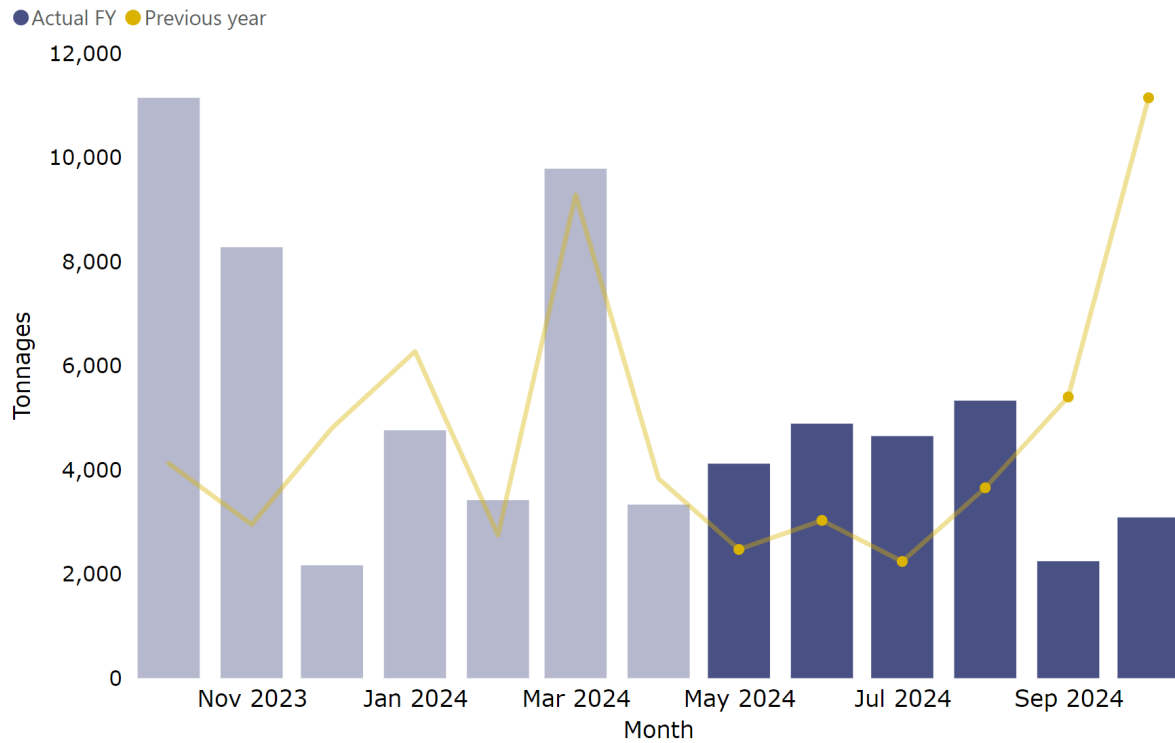


2024/2025 FOGO Tonnages

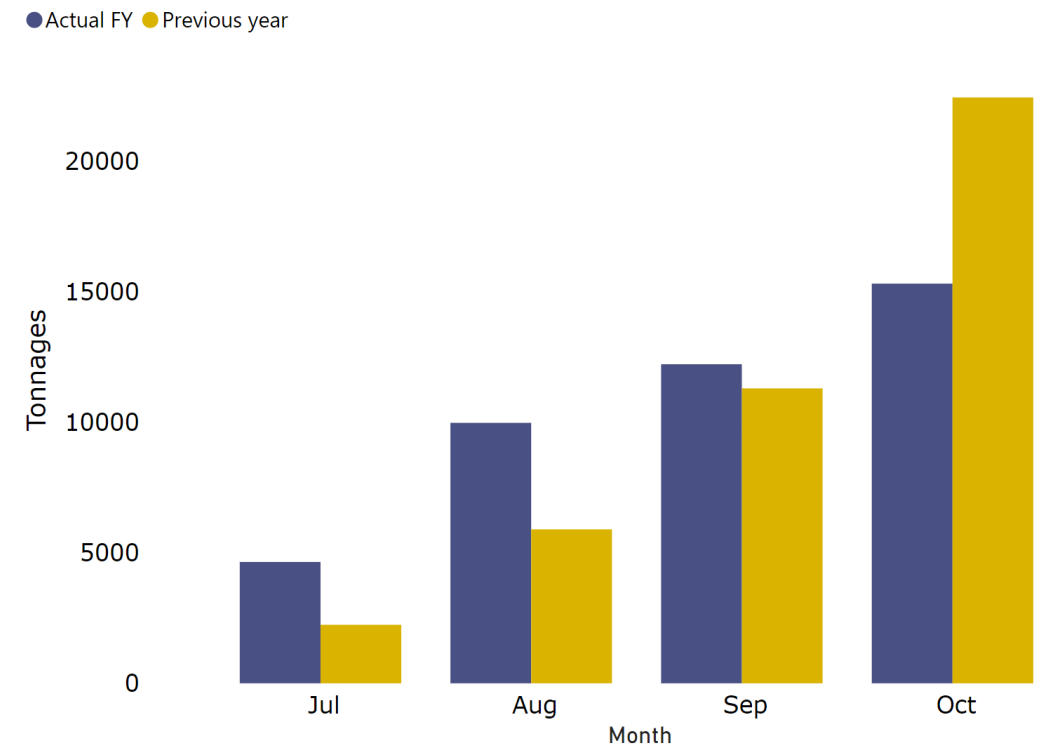


2024/2025 Product Sales

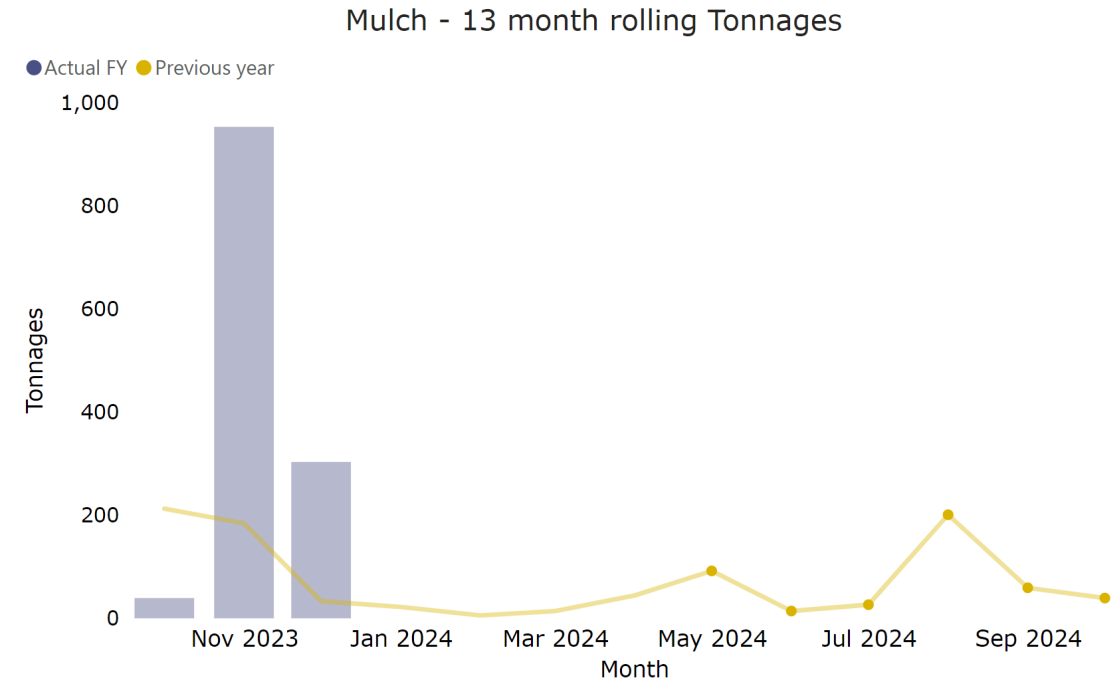
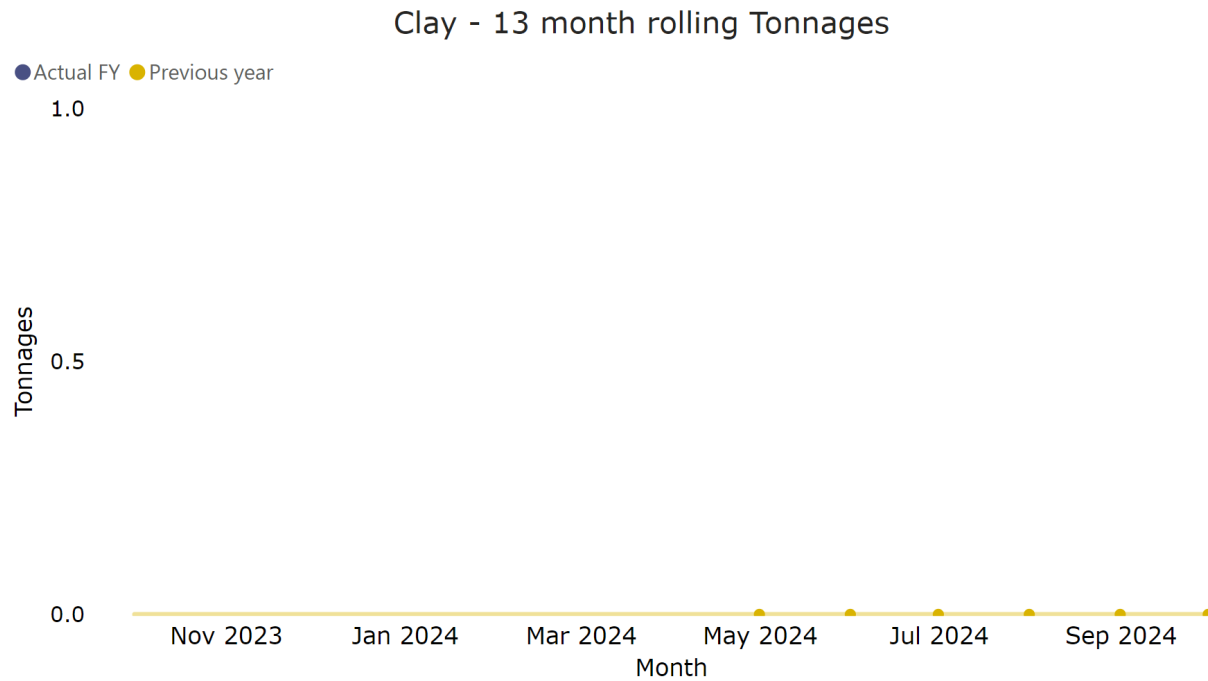
All Products - 13 month rolling Tonnages



All Products - YTD

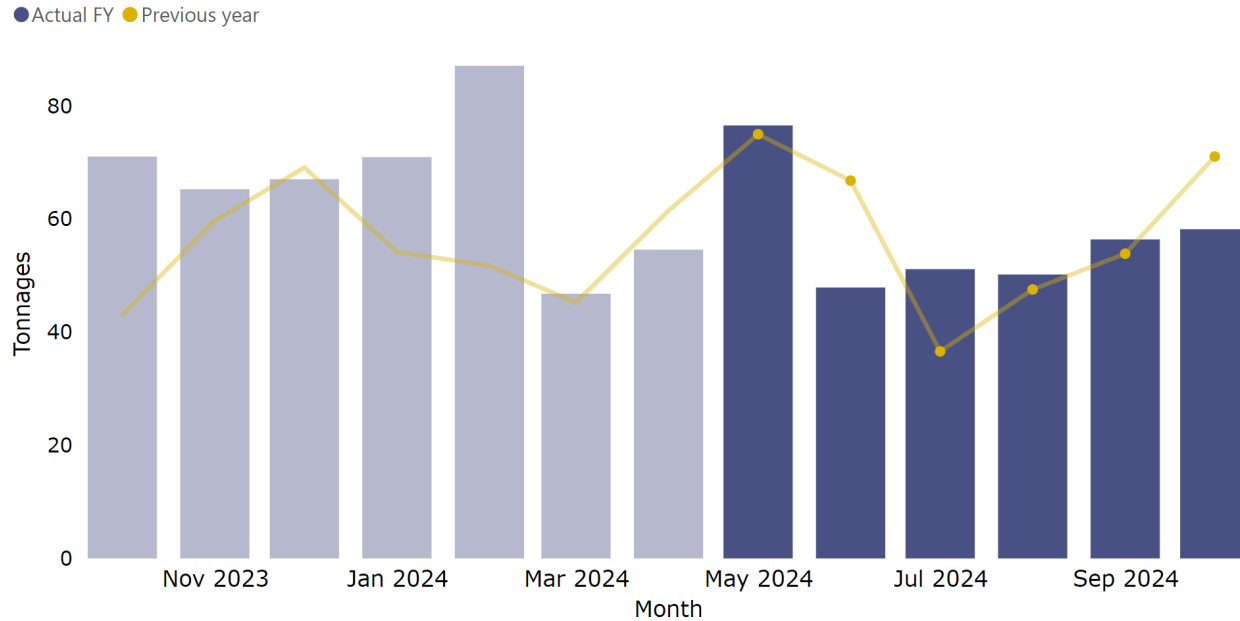


2024/2025 Product Sales

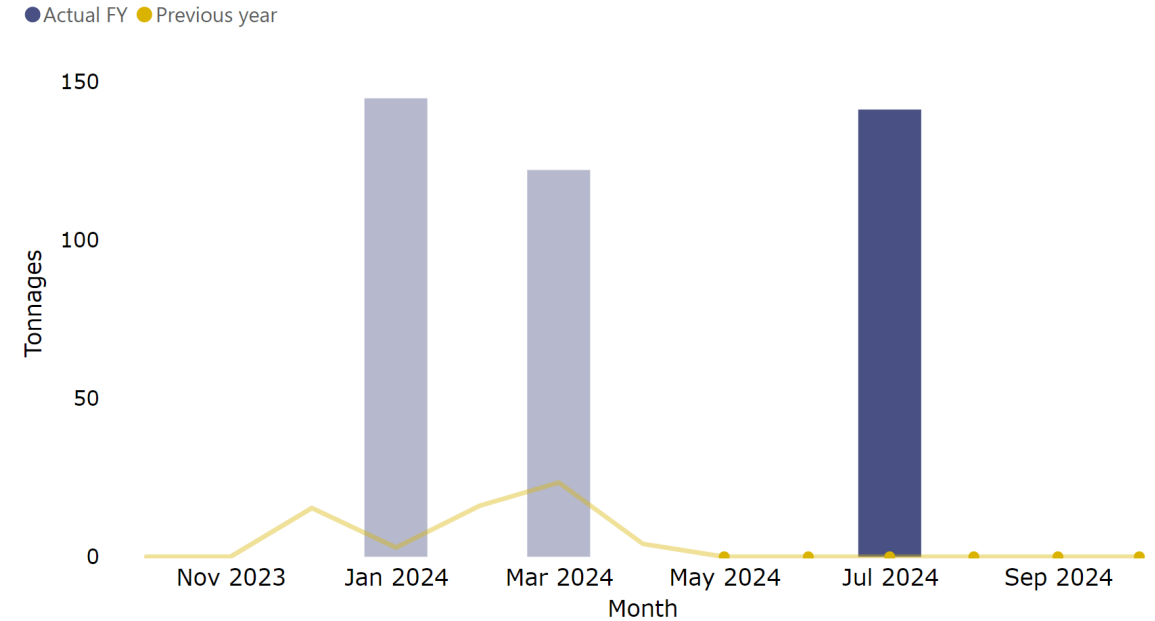


2024/2025 Product Sales

Recycled Materials - 13 month rolling Tonnages

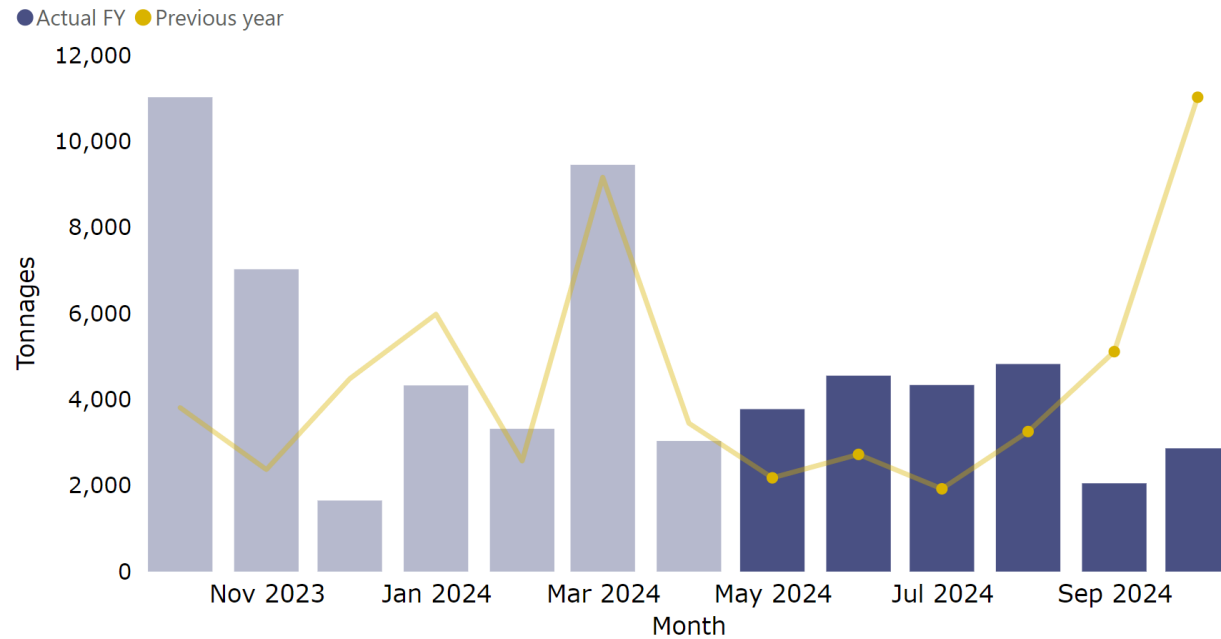


Soil - 13 month rolling Tonnages

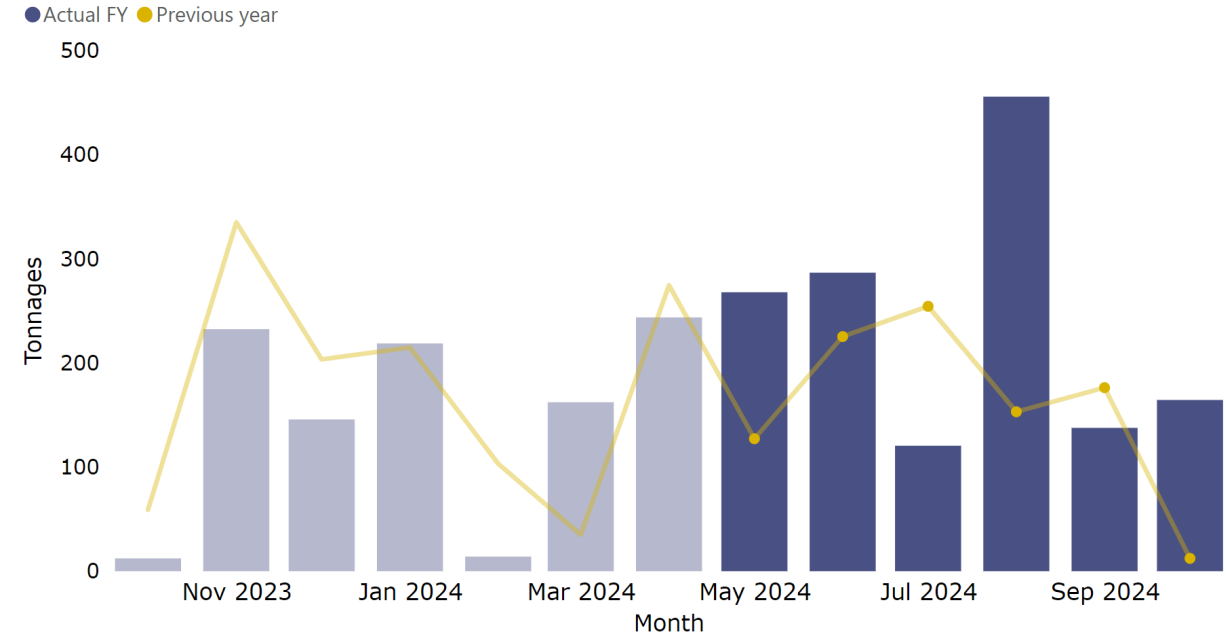


2024/2025 Product Sales

Ferricrete - 13 month rolling Tonnages



Filter / Laterite Rock - 13 month rolling Tonnages



4 INFORMATION BULLETIN - SUSTAINABILITY TEAM UPDATE – JULY TO SEPTEMBER 2024

D2024/30451

PURPOSE OF REPORT

The purpose of this combined report is to provide a progress update on the activities undertaken by the Sustainability Team for the period July to September 2024, inclusive.

KEY POINT(S)

- Achievements of the Sustainability Team are highlighted in the report for the period July to September 2024 and include:
 - ⇒ Activities undertaken by the Urban Environment Team (UET) for the ensuing period;
 - ⇒ Activities undertaken by the Waste Education Team (Circular Economy Project Team) for the ensuing period; and
 - ⇒ Activities undertaken by the Environmental Waste and Compliance Team for the ensuing period.

SOURCE OF REPORT

Chief Sustainability Officer

BACKGROUND

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

REPORT

- 5 The progress report comprises of three parts: Urban Environment, Waste Education and Waste and Environmental Compliance. The 2024/2025 cited Nations Sustainable Development Goals, Circular Economy and to transition towards Net Zero by 2040.
- 6 **Urban Environment - City of Bayswater**
 The City of Bayswater and the EMRC discussed the priority action for this financial year to be the review and update of the Azility platform. The Platform has been underutilised over the past few years. EMRC will be able to assist the City with undertaking a full review.

7 **Urban Environment - Shire of Mundaring**

Discussions have been held with the Shire and EMRC in relation to the priority actions for 2024/2025 financial year where preferential assistance would be required so the EMRC staff workload can be evenly distributed.

This quarter an Energy Team Meeting as well as a Water Team Meeting has been held to assist with the collection of end of financial year data for reporting purposes. Work has been focused on the Waterwise Council Report with a deadline of 31 October with energy data review progressing in the background.

8 **Urban Environment - City of Swan**

This quarter a Water Team meeting was held at City of Swan with EMRC attending. The meeting was to finalise and work on City of Swans Council Waterwise Re-endorsement document. EMRC also facilitated discussion with City of Swan and Water Corp regarding feedback on the existing Waterwise Council action plan.

9 **Urban Environment – EMRC**

A number of EMRC specific and member council actions have been progressed this quarter including:

- The EMRC Sustainable Development Goal's Technical Report was completed and endorsed by Council.
- Created a dedicated Sustainable Development Goals page on the EMRC website which includes a link to the Technical Report as well as the presentations from the SDG Forum the EMRC held back in April 2024.
- The EMRC continues to attend monthly Future-Fit Asia Pacific Alliance meetings and presented the SDG Technical Report at the September meeting.
- Installation of two electric vehicle charging stations at Ascot Place completed.
- Researched the potential impacts of the Australian Sustainability Reporting Standards (ASRS) for the EMRC. Confirmation was received from consultancy, 100% Renewable, that due to EMRC not meeting the first criteria of having to report until Chapter 2M of the Corporations Act, the EMRC has no requirement to report on the ASRS at this point in time.
- Attendance at the WALGA Climate Action Information Session to keep informed of the changing nature of State and Federal Climate legislation.
- Participation in WA Sustainability and Climate Action meetings on sustainability collaboration.
- Attended, by invitation, the Curtin University Climate Policy lecture series.
- Attended the SEVENTEENx networking session, held to engage and educate businesses about the SDGs. This provided a good networking opportunity as well as promoting the EMRCs SDG Technical Report.
- Delivered a presentation on SDGs at the Waste and Resource Recover Conference.
- Work continued to progress on the EMRC's first Waterwise Action Plan.

10 **EMRC Battery Program**

Battery collections have been undertaken for both City of Bayswater and City of Swan to collect final residual batteries that were missed previously.

EMRC continues to assist Town of Bassendean and City of Swan to collect amalgamated lighting waste on an ad-hoc basis.

11 **Bin Tagging**

- Expressions of Interest for Bin Tagging funding from WALGA was submitted by EMRC on behalf of the City of Bayswater and the Shire of Mundaring;
- The bin tagging program, facilitated by EMRC is scheduled to run consecutively for both councils from February to April 2025.

12 **FOGO Roll Out – Shire of Mundaring**

- EMRC Waste Education team continue to assist the Shire of Mundaring as required;
- A draft report of EMRC engagement at the Shire of Mundaring was issued to the Shire on 30 August 2024 with the final report to be issued at the end of 2024;
- At the completion of EMRC's term at the Shire offices, the following statistics were recorded by the Waste Education Team:
 - o 1,142 overall telephone enquiries;
 - o 239 email communication responses.
- A compositional audit of 100 FOGO bins is scheduled for 5 February 2025.

13 **FOGO Roll Out – City of Swan**

- EMRC Waste Education staff continue to provide support to FOGO education events and community engagements;
- FOGO educational support has been scheduled for each stage of the FOGO roll-outs;
- An EMRC Waste Education staff member attended the City of Swan offices from 19/8/24 to 24/8/24;
- A compositional audit of 200 FOGO bins is scheduled for 10 February 2025.

14 **FOGO in Schools**

- The second phase of the waste reduction trial audits were conducted at Hazelmere in September 2024;
- A report is currently being finalised for submission to the Department of Education and WasteSorted Schools.

15 **Recycle Right**

- Recycle Right is operating as a free statewide resource as of July 2024 by DWER;
- Buy Nothing New campaign assets developed for October (Buy Nothing New Month) - includes videos featuring City of Swan 'Care to Rewear' Clothes Swap and other gifting behaviours that avoid and reduce waste;
- A stakeholder meeting has been scheduled by DWER to discuss past, current and future EMRC projects, waste and resource recovery issues and potential support from DWER;
- Resource Recovery Group confirmed tours of the Material Recovery Facility are no longer available, including fee-for-service.

16 **WasteSorted Community Grants 2023/2024**

- Email and flyers have been distributed to all high schools in the EMRC member council region;
- A social media launch for National Thrift Day, featuring mini videos with influencers was conducted in August 2024;
- Social media post of the program was posted in August 2024;
- The program outline, booking forms and website updates have been finalised.

17 **Waste Sorted Community Grants 2024/2025**

- Application prepared and submitted on the 19/08/2024;
Letter of support received from the Shire of Mundaring, City of Bayswater and Town of Bassendean.

18 WasteSorted Awards 2024

Award Winners were announced on 5 September 2024 with EMRC awarded the 2024 Local Government/Regional Council Winner for Waste Management Initiatives.

19 Circular Connections newsletter

- Issues 13, 14, 15 were published and circulated to subscribers
- At 30/09/2024 there were 387 subscribers

20 Top Tip Tuesday Social Media Posts

- 11 Social media posts published
- Public Place Battery Collection Program

Battery Recycling – Public Places	Jul to Sept 2024/2025 (kg)	Jul to Sept 2023/2024 (kg)	Year to Date 2024/2025 (kg)	Year to Date 2023/2024
Bassendean	-	206.3	-	206.3
Bayswater	-	665.6	-	665.6
Mundaring	-	365.4	-	365.4
Swan	90	701.4	90	701.4
TOTAL (kg)	90	1938.7	90	1938.7

- CFL Collection and Recycling Program

CFL Recycling - Public Places	Jul to Sept 2024/2025 (kg)	Jul to Sept 2023/2024 (kg)	Year to Date 2024/2025 (kg)	Year to Date 2023/2024 (kg)
Bassendean	15	16.3	15	16.3
Bayswater	-	189.2	-	189.2
Mundaring	-	147.1	-	147.1
Swan	160	242.9	160	242.9
TOTAL (kg)	175	595.5	175	595.5

- Tours of Red Hill Waste Management Facility and Education Centre

Name of Group	Council Region	Number of Participants	Program
Perth College FFS – Year 12, 30 July	Other	19	Red Hill site tour and Education Centre visit
Curtin University – 30 July	Other	22	Hazelmere and Red Hill site tour and Education Centre visit
Aveley Secondary College – Year 12, 31 July	Swan	16	Red Hill site tour and Education Centre visit
Emmaus Catholic PS Dayton – Year 3/4, 2 classes 16 Aug	Swan	62	Red Hill site tour and Education Centre visit

Chisholm College Bedford – Year 12, 19 Aug	Bayswater	13	Red Hill site tour and Education Centre visit
Swan Red Hill Community Tour – 24 Aug	Swan	29	Red Hill site tour and Education Centre visit
Wider Vision Community Group – 28 Aug	Bassendean	23	Red Hill site tour
Middle Swan PS – Year 4, 16 Sept	Swan	26	Red Hill site tour and Education Centre visit
TOTAL		210	

➤ **Clothes Swaps and Workshops**

Name of Group	Council Region	Number of Participants	Program
Ellenbrook youth group clothes swap-NAIDOC week 9 July	City of Swan	30	Clothes swap organised by the youth group committee during Naidoc Week-Equipment and guidance provided by EMRC.
Avon descent 11 Aug	City of Swan	86	Clothes swap event fully provided by EMRC
Bullsbrook Goes Green - 14 Sept	City of Swan	62	Clothes swap and Botanical dye workshop held with Rivarossa Botanicals provided by EMRC
Gourmet in the Park market – 28 Sept	Shire of Mundaring	40	Clothes swap event fully provided by EMRC
TOTAL		248	

- **School and Community Engagement Events**
- Mundaring Anglican Op Shop visit and waste advice – 3 July;
- Max Solutions, Morley Presentation – 18 July;
- Student meet event at Emmanuel Catholic College – 6 August;
- Emmaus Catholic Primary School site visit, sustainability initiative discussion and advice – 20 August;
- Max Solutions, Morley Presentation – 2 September;
- FOGO in Schools Waste Audits (Camboon, Eden Hill, Bayswater, Hampton Park, Hillcrest, Morley, Noranda, Bassendean, Embleton Primary Schools) – 10-13 September; 18 September;
- WasteSorted Teacher Meet – 17 September.

21 Member Council Events and Requests

- Shire of Mundaring – In-Office FOGO enquiries and support by EMRC Waste Ed team – 1-26 July;
- City of Swan – Avon Descent – FOGO Education Support (Go2Cup Services engaged & provided by EMRC) – 11 August;
- City of Swan – Avon Descent – Clothes Swap stall – 11 August;
- City of Bayswater – Avon Descent Finish Line – Waste Education Support – 11 August (Go2Cup Services engaged & provided by EMRC);

- City of Swan – FOGO Education support – Altone Park Shopping Centre – 24 August;
- City of Swan – In-Office duties and FOGO assistance – 26-30 August 2024 – altered to school/event attendance and support upon CoS request
 - ⇒ City of Swan – FOGO School Education – 27 August;
 - ⇒ City of Swan – FOGO Education support – Springs Shopping Centre - 31 August;
- City of Swan – FOGO Education support – Beechboro Shopping Centre – 14 September;
- City of Swan – Clothes Swap – Bullsbrook Goes Green – 14 September;
- Shire of Mundaring – Glen Forrest Gourmet in the Park Market – Clothes Swap and Waste Education stall – 28 September.

22 **EMRC Waste Education Hosted Events**

EMRC Lunch and Learn: Plastic Free July presentation and beeswax wrap workshop – Ascot Place – 24 July.

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

- Consistent Communications Collective Additional Meeting (Waste to Energy) – 2 July;
- Waste Educators Networking Group Meeting – 6 July;
- Circular Textile Working Group WA Meeting – 6 August;
- Consistent Communications Collective Meeting – 7 August;
- WALGA Women in Waste Empowering Change Event – 8 August;
- WMRR Webinar: NSW Waste Educators - Improving recycling in MUDs – 9 August;
- Waste to Energy Plant Tour (East Rockingham) and informal networking Regional Waste Education Steering Group – 15 August;
- Waste and Resource Recovery Conference – 4-5 September;
- WALGA Bin Curious (Bin Tagging) Information session – 10 September;
- Waste Educators Networking Group (WENG) informal meeting hosted by EMRC - Presentations and Clothes Swap event – 19 September

24 **Waste Education Loan Resources Utilisation – Member Councils**

- Clothes Swap items – City of Swan (Relove Railway Markets) – 20-23 September.

25 **Waste Education Loan Resources Utilisation – Schools/Community Groups**

- Loan Boxes and resources (Nature's Recyclers; Mini Bin Waste Sort; parking banners; A-frame signage display) – Eastern Hills Guide and Scout Group (Mundaring and Swan) – 19-27 July;
- Clothes Swap items – City of Swan – Uniform swap event – 22-26 July;
- Clothes Swap items – EMRC Volunteer-run Clothes Swap event – Meerilinga - 24-30 July;
- Clothes Swap items – Environment House, Bayswater – 2-5 August;
- Recycle Right GREAT Games – City of Bayswater at Bayswater Primary School (Large Great Gifters; Avoiders) – 21-23 August.

26 Environmental & Waste Compliance Team activities – July to September 2024

- Compliance monitoring and sampling program completed and includes Q3 water monitoring, power pole shredding validation sampling, Wood fines sampling, licence compliance monitoring, bird count, fence check, vermin control and interception well monitoring.
- Red Hill Rehabilitation – Additional seeding to Offsets areas, Weed Control Surveys completed, and treatments undertaken.
- Red Hill Weed Control – Ongoing spraying program.
- RFQ for 2 year Red Hill Weed Control submitted for quotations.
- Waste Acceptance Approvals issued in accordance with Landfill Waste Classification and Waste Definitions 1996 (as amended 2019).
- National Pollutant Inventory report submitted September 2024.
- Red Hill Waste Levy Exemption for Asbestos 2023-2024, approved August 2024.
- Hazelmere Ministerial 1028 - Annual Audit Compliance Report submitted July 2024.
- Hazelmere Annual Licence Application, Licence Renewed in August 2024.
- Red Hill Ministerial 976,1092, 1122 – Annual Audit Compliance Report submitted September 2024.
- JBS&G working on Works Approval (WA) application for Interim FOGO Extension at Red Hill – Application due for submission October 2024.
- Talis working on WA submission for APCr Monocell and Batching Plant – Ongoing.
- DWER & EPA approached regarding the placement of new Garden Organics processing area within Lot 9. Possible WA required as well as potential extension of MS274 boundaries. Awaiting EPA advice.
- Discharge water sampling with Water Corp at Hazelmere – August 2024.
- Prep works including site meeting with Regional Fire Control Officers for two controlled burns, the installation of firebreaks, and a culvert at Red Hill and on Lot 3/ Auditorium boundary.
- Awaiting quotes for 2025 re-veg tubestock for Red Hill.

STRATEGIC IMPLICATIONS

- 27 Reporting on EMRC Strategic Policy implications is now being done to align with the revised Strategic Plan 2017-2027 and the Sustainability Strategy 2022/2023 – 2026/2027:

Goal: Creating value in the Community

Target: Increased participation on behaviour change programs

Goal: Addressing Environmental Impact

Target: Regional urban programs implemented

FINANCIAL IMPLICATIONS

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

SUSTAINABILITY IMPLICATIONS

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

RISK MANAGEMENT

Risk – The Sustainability Team deliver on agreed projects so there is minimal risk

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

MEMBER COUNCIL IMPLICATIONS

Member Council

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

Implication Details

Participating member Council Officer time on Advisory Groups

ATTACHMENT(S)

Nil

5 INFORMATION BULLETIN - CORPORATE BUSINESS PLAN 2024/2025 – 2028/2029 – FIRST QUARTER REPORTING FROM JULY TO SEPTEMBER 2024

D2024/30452

PURPOSE OF REPORT

The purpose of this report is to provide Council with a progress update against key actions identified within EMRC's Corporate Business Plan 2024/2025 – 2028/2029 for the reporting period July to September 2024, inclusive.

KEY POINT(S)

- Section 5.56(1) and (2) of the *Local Government Act 1995* requires that each local government is 'to plan for the future of the district', by developing plans in accordance with the regulations.
- The *Local Government (Administration) Regulations 1996* specify that a 'plan for the future' comprises of the following:
 - ⇒ A Strategic Community Plan – a minimum 10 year timeframe; and
 - ⇒ A Corporate Business Plan – a four to five year plan, which translates the 10 year strategic plan into actions.
- Council adopted the EMRC's Revised Strategic Community Plan titled Revised 10 Year Strategic Plan 2017 – 2027 on 24 November 2022. (D2022/20404).
- Council adopted the revised EMRC's Corporate Business Plan 2024/2025 – 2028/2029 on 27 June 2024 (D2023/10600) for activities commencing 1 July 2024.
- Council adopted the EMRC's Sustainability Strategy 2022/2023 – 2026/2027 on 25 August 2022 (D2022/14122).
- The attachment to this report provides the first quarter reporting, against the final key actions identified within the previous Corporate Business Plan 2024/2025 – 2028/2029, for the period July to September 2024, inclusive.

SOURCE OF REPORT

Chief Sustainability Officer

BACKGROUND

- 1 Section 5.56(1) and (2) of the *Local Government Act 1995* require that each local government is 'to plan for the future of the district', by developing plans in accordance with the regulations. The *Local Government (Administration) Regulations 1996* specify that a 'plan for the future' comprises of the following:
 - A Strategic Community Plan – a minimum 10 year timeframe; and
 - A Corporate Business Plan – a four to five year plan, which translates the 10 year strategic plan into actions.
- 2 Council adopted the EMRC's Revised Strategic Community Plan titled Revised 10 Year Strategic Plan 2017 – 2027 on 24 November 2022. (D2022/20404).
- 3 Council adopted the EMRC's revised Corporate Business Plan 2024/2025 TO 2028/2029 on 27 June 2024 for activities progressed from 1 July 2024 onwards (D2024/10555).
- 4 Council adopted the EMRC's Sustainability Strategy 2022/2023 – 2026/2027 on 25 August 2022 (D2022/14122).

- 5 The Revised 10 Year Strategic Plan 2017 – 2027 guides, at a strategic level, the direction that the EMRC will take over the ensuing period towards achieving its vision: *“To be a responsive and innovative leader in assisting Perth’s Eastern Region to be a great place to live, work, play and do business.”*
- 6 The Corporate Business Plan 2024/2025 – 2028/2029 has been developed to articulate the strategic direction into operational activities. It is designed to ensure that the organisation as a whole is able to deliver on Council's high level priorities, and summarises the services, operations and projects EMRC will deliver over the next five years, commencing as of 1 July 2024.
- 7 Council adopted the EMRC’s Sustainability Strategy 2022/2023 – 2026/2027 on 25 August 2022 (D2022/14122).
- 8 The attachment to this report relates to the Corporate Business Plan actions for the first quarter reporting period of July to September 2024.

STRATEGIC/POLICY IMPLICATIONS

- 9 Reporting on EMRC Strategic Policy implications align with the revised 10 Year Strategic Plan 2017-2027 and the Sustainability Strategy 2022/2023 – 2026/2027.

FINANCIAL IMPLICATIONS

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

SUSTAINABILITY IMPLICATIONS

- 11 The Corporate Business Plan 2024/2025 – 2028/2029 identified projects, programs and services for the benefit and sustainability of Perth’s Eastern Region.

RISK MANAGEMENT

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

MEMBER COUNCIL IMPLICATIONS

Member Council

Town of Bassendean

City of Bayswater

Shire of Mundaring

City of Swan

Implication Details

As outlined in the attachment

ATTACHMENT(S)

Corporate Business Plan 2024/2025 – 2028/2029 First Quarter Progress Report for the period July to September 2024 (D2024/30454)



Corporate Business Plan 2024/2025 – 2028/2029

Progress Report – First Quarter 2024/2025

Introduction

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

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

The newly adopted Corporate Business Plan 2024/2025 – 2028/2029 (Corporate Business Plan) is used to drive operational activities and is aligned to the priorities identified in the 10 Year Strategic Plan. These two comprise the EMRC's Plan for the Future. Strategic high-level plans guide development of actions which are prioritised during annual business planning workshops, and resourced through the annual budget.

Council adopted the latest EMRC's Corporate Business Plan in June 2024. The Corporate Business Plan is built on the foundation of four goals identified within the Sustainability Strategy 2022/2023 – 2026/2027 and the revised 10 Year Strategic Plan 2017 to 2027. The Corporate Business Plan sets out the actions that staff will undertake to deliver on Council's strategic priorities.

Reports against the Corporate Business Plan provide Council with progress updates of projects and programs developed to achieve Council's strategic vision "The EMRC focuses on delivering waste, resource recovery and sustainability services, capitalising on its existing capabilities and infrastructure to act as an industry leader" and sustainability vision "Promoting sustainable waste management and a transition to a circular economy".

Updates against the Corporate Business Plan for the period July 2024 to June 2025 are provided quarterly within this document and are against the current adopted Corporate Business Plan.

Hua Jer Liew
Acting Chief Executive Officer

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

1 Demonstrate Circular Economy Leadership

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

1.1 Enable Circular Economy Initiatives Through Advocacy Networks by 2025

	Key Actions	Responsible Officer	Status	Quarter	Comments
1.1.1	Map stakeholders and areas of influence and impact to develop a targeted engagement plan (e.g. member Councils, commercial waste customers, government policy drivers) E.g.: <ul style="list-style-type: none"> ➤ Member Council and key stakeholder relationships; ➤ Partnership opportunities with universities and other organisations; ➤ Marketing and Communications Plan ➤ Revised Stakeholder Engagement Plan 	CEO	●	July - September 2024	<ul style="list-style-type: none"> ➤ Revised Stakeholder Engagement Plan under development. Fostering partnerships with third parties on use of methane gas; plastics processing; FOGO processing; and circular economy initiatives are in progress ➤ Prepared draft Annual Report, including updated photography on site ➤ Continued to distribute Circular Connections newsletters to stakeholders and subscribers ➤ Finalised website refresh and continued to provide website updates.
				October - December 2024	
				January - March 2025	
				April - June 2025	
1.1.2	Facilitate regular industry-based and community-based advocacy meetings to discuss and identify new circular economy and net zero ventures opportunities E.g.: <ul style="list-style-type: none"> ➤ CEWA; Emicol; RWESG ➤ CE webinars and forums 	Sustainability	●	July - September 2024	<ul style="list-style-type: none"> ➤ Advocacy meetings have continued this quarter with CEWA the RWESG and the Textiles Group ➤ Initial conception for a Circularity Summit for 2025, early planning
				October - December 2024	
				January - March 2025	
				April - June 2025	

	Key Actions	Responsible Officer	Status	Quarter	Comments
1.1.3	Create strategic partnerships and alliances which aim to achieve positive outcomes for the region and beyond, build resilience and secure funding (where relevant)	CEO	●	July - September 2024	Discussions are still ongoing with a Plastics Processing company as well as DWER
				October - December 2024	
				January - March 2025	
				April - June 2025	
	Map alignment and circularity gaps between advocacy programs and partnerships for identification of future circular economy initiatives including sustainable transport E.g. ➤ Circularity Gap Report / Horizon Scan;	CEO	●	July - September 2024	Circular economy initiatives are progressing with the Textiles working group, Seamless, CEWA, and other entities.
				October - December 2024	
				January - March 2025	
				April - June 2025	

1.2 80% Resource Recovery of Waste Generated in the Region by 2030

	Key Actions	Responsible Officer	Status	Quarter	Comments
1.2.1	Develop a resource flow model for the EMRC and its member Councils. The model could focus only on waste or expand into other materials such as water, energy, and carbon	CEO	●	July - September 2024	A resources flow model is yet to be actioned this quarter. The EMRC, for the first time, is developing its own Waterwise Action Plan.
				October - December 2024	
				January - March 2025	
				April - June 2025	
1.2.2	Enable a sales model for use of recovered material in each member Council area E.g. ➤ Identify markets and develop resource recovery products	Operations	●	July - September 2024	➤ Developed models for new customers and reviewed pricing for some existing contracts including, wood waste, contaminated waste and commercial waste processing and disposals. ➤ All relevant CPI increases to customer contracts sought and applied. ➤ Working on the sale of landscaping products including woodchip, fines and FOGO products.
				October - December 2024	
				January - March 2025	
				April - June 2025	

	Key Actions	Responsible Officer	Status	Quarter	Comments
1.2.3	Establish and provide member Councils with waste and recycling guides. This should include the integration of FOGO waste guides	Sustainability	●	July - September 2024	
				October - December 2024	
				January - March 2025	
				April - June 2025	
1.2.4	Determine high-value use for the existing C&I processing building at Hazelmere RRP	Operations	●	July - September 2024	➤ Currently accepting C&I for the sorting of recoverable items including, scrap steel, clean timber and polystyrene. ➤ Investigated options and Council presentation of soft plastics at the HRRP.
				October - December 2024	
				January - March 2025	
				April - June 2025	

1.3 80% Reuse of Material at all EMRC Operated Sites by 2040

	Key Actions	Responsible Officer	Status	Quarter	Comments
1.3.1	Map our current waste production profile for benchmarking (as an organisation) and align with the EMRC's FOGO Strategy where applicable E.g.: Undertake, provide, investigate; ➤ Integrated Waste Management research, ➤ Leadership in waste policy and practice ➤ New waste management practices and services	CEO	●	July - September 2024	Our tonnages report provides baseline data for benchmarking. The Councils providing FOGO material is consistent with the EMRC's FOGO strategy.
				October - December 2024	
				January - March 2025	
				April - June 2025	

	Key Actions	Responsible Officer	Status	Quarter	Comments
1.3.2	Regularly review and implement initiatives in line with the Red Hill and Hazelmere Development Plans	Operations	●	July - September 2024	Development Plans under review and updating. Progress on the locations of strategic processing areas has been made which enables further planning and Part IV and Part V Environmental Protection Act approvals to be developed.
				October - December 2024	
				January - March 2025	
				April - June 2025	
1.3.3	Develop, facilitate, and participate in activities of the regional waste education and resource recovery steering groups	Sustainability	●	July - September 2024	EMRC hosted and facilitated Waste Educators Networking Group on 19 th of September. Urban Environment team participated in WA Sustainability and Climate Alliance meeting on 6 th of August.
				October - December 2024	
				January - March 2025	
				April - June 2025	
1.3.4	Regularly review local government procurement guidelines and processes for sustainable decision making	Business Support	●	July - September 2024	Council Policy 3.5 – Purchasing Policy has been reviewed and adopted by Council at its 22 August 2024 meeting.
				October - December 2024	
				January - March 2025	
				April - June 2025	
1.3.5	Regularly review local government sales requirements for sustainable decision making	Operations	●	July - September 2024	All local government sales requirements are reviewed and actioned on frequent basis.
				October - December 2024	
				January - March 2025	
				April - June 2025	

	Key Actions	Responsible Officer	Status	Quarter	Comments
1.3.6	Identify and facilitate supply chain awareness for product production e.g. FOGO products, woodchips, construction materials	Operations	●	July - September 2024	Marketing and sale of organics recovered products with sustainability-focused organisations i.e. OMTID (PTA & Main Roads), landscape developers, and WA Broiler Grower's Association. Bagged FOGO product being organised for member councils in accordance with the agreements.
				October - December 2024	
				January - March 2025	
				April - June 2025	

2 Respond to a Climate Emergency

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

2.1 Infrastructure Adaptation and Education by 2030

Key Actions	Responsible Officer	Status	Quarter	Comments
2.1.1a Undertake asset management assessment, workforce planning and long-term financial planning for all EMRC owned infrastructure E.g.: <ul style="list-style-type: none"> ➤ Long term financial plan ➤ Asset Management Plan ➤ Strategic IT Plan 	Business Support	●	July - September 2024	➤ Long Term Financial Planning - Review of the 10 Year Financial Plan will be undertaken as part of the 2025/2026 Budget deliberation process and is expected to commence in Feb/Mar'25 following the half year budget review in Jan/Feb'25.
			October - December 2024	
			January - March 2025	
			April - June 2025	
2.1.1b Undertake asset management assessment, workforce planning and long-term financial planning for all EMRC owned infrastructure E.g.: <ul style="list-style-type: none"> ➤ Organisational governance ➤ Integrated Planning Framework ➤ Workforce Plan ➤ WHS Plan ➤ Risk Management 	CEO	●	July - September 2024	Actions from the workforce plan continued to be implemented. Review of risk management continue to be undertaken and reported to Audit Committee and Council.
			October - December 2024	
			January - March 2025	
			April - June 2025	
2.1.2 Identify and evaluate land-use options at EMRC sites to maximise future resource recovery program	Operations	●	July - September 2024	Strategically utilise Red Hill airspace through effective landfill cell planning and engineering. Intermediate cover applied to Stage 14 Class III landfill cell where applicable. Planned Stage 18 Class III landfill cell construction tender, to be incorporated with the construction for Interim FOGO pad extension. Plan the relocation of greenwaste laydown area and construct a new greenwaste processing area with leachate control on Lot 9. EPA have indicated that Ministerial 274 will need to be extended to accommodate the activities on these lots.
			October - December 2024	
			January - March 2025	
			April - June 2025	

2.2 Below Zero Carbon Emissions by 2040

	Key Actions	Responsible Officer	Status	Quarter	Comments
2.2.1	Map and benchmark energy usage and consumption rates across all sites e.g. energy use, vehicle fuel consumption, auditing requirements, early stage asset management	Operations	●	July - September 2024	Reporting tools in place to track and monitor all areas. The initial contract term of the WALGA Sustainable Energy Project, of which the EMRC is a participant, ends on 31 March 2025. Asset management is being considered for implementation (commencing with Hazlemere) in MyOSH.
				October - December 2024	
				January - March 2025	
				April - June 2025	
2.2.2	Establish a decarbonisation plan to achieve "Below zero emissions by 2040" target. This should include consideration of decarbonisation project ideas presented in the strategic review e.g. opportunities for onsite use or export of heat energy for value-adding processes or sale to surrounding industrial businesses, electric fleet procurement	CEO	●	July - September 2024	Decarbonisation project initiatives continue to be explored as we strive towards zero emissions by 2040. Electric charges are now installed at the Ascot Administration centre
				October - December 2024	
				January - March 2025	
				April - June 2025	
2.2.3	Create Annual Energy and Emission Data Analysis Report and Snapshot for goal tracking. Develop and publish the SDG annual report card E.g. ➤ EMRC corporate emissions & SDG progress	Sustainability	●	July - September 2024	➤ The EMRC's Sustainable Development Goals Technical Report was completed and endorsed by Council. ➤ The Technical Report includes an action plan that will be progressed over the coming 5 years.
				October – December 2024	
				January – March 2025	
				April – June 2025	

2.3 Sustainability Integrated into Management Processes

	Key Actions	Responsible Officer	Status	Quarter	Comments
2.3.1	Establish a decision-making framework to include sustainability for operational and capital expenditure E.g.: <ul style="list-style-type: none"> ➤ Provide Waste disposal service at Red Hill WMF ➤ Review Red Hill Development Plan 	Operations	●	July – September 2024	Correct framework implemented to ensure sustainability targets are achieved. Red Hill planning has been undertaken in key future developments to maximise sustainable outcomes. Including longer term solutions for activities, combined tendering for construction works and future infrastructure.
				October – December 2024	
				January – March 2025	
				April – June 2025	
2.3.2	Include sustainable decision-making frameworks in procurement templates, evaluation and processes of all projects	Business Support	●	July – September 2024	RFQ's and RFT's include qualitative criteria on sustainable procurement processes.
				October – December 2024	
				January – March 2025	
				April – June 2025	
2.3.3	Review projects quarterly to identify examples where sustainable decision making and other actions have been applied to a project. This should include the identification of design engineering for front-end material reuse programs	Operations	●	July – September 2024	Included sustainability actions in upcoming tenders for operations. Circular solutions are considered when designing plant and projects.
				October – December 2024	
				January – March 2025	
				April – June 2025	
2.3.4	Create a sustainability performance review for each team and identify sustainability criteria for environmental, social, governance (ESG) decision making	CEO	●	July – September 2024	This work is still being defined and will progress during 2024/2025
				October – December 2024	
				January – March 2025	
				April – June 2025	
2.3.5	Establish regular internal collaboration sessions to identify new sustainability initiatives, for consideration by Council, and revisit ongoing initiatives.	Sustainability	●	July – September 2024	EMRC staff partake in meetings with WENG, CCC and WASCA to discuss initiatives
				October – December 2024	
				January – March 2025	
				April – June 2025	

3 Reduce Our Environmental Impact

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

3.1 Regional Urban Programs Implemented

Key Actions		Responsible Officer	Status	Quarter	Comments
3.1.1	Maintain programs related to sustainability goals and review in participating Councils' annual programs reports E.g.: Identify, investigate, develop; ➤ ACER program ➤ SDG reporting ➤ New environmental and sustainability initiatives	Sustainability	●	July – September 2024	➤ Discussions with the Shire of Mundaring have been held to identify priority energy and emission related actions for the coming financial year. ➤ Discussions have been held with City of Bayswater in relation to reviewing and updating their Azility platform with EMRC assistance. ➤ Work commenced in reviewing and collecting any gaps in information for the Shire of Mundaring Energy Snapshot Report. This included an Energy Team Meeting.
				October - December 2024	
				January - March 2025	
				April - June 2025	
3.1.2	Review and complete annual water plans in alignment with Waterwise Council Accreditations E.g.: Review and implement ➤ Water Sensitive Futures Program ➤ Waterwise Council reindorsement reporting	Sustainability	●	July - September 2024	➤ Shire of Mundaring held a Water Team Meeting attended by EMRC. Work continues to collect, review and consolidated the required information for the Shire's Waterwise Council Report due 31 October. ➤ City of Swan held a Water Team meeting on the 11th of September attended by EMRC. Waterwise Re-endorsement document was finalised by end of September to proceed with Swan council approval process.
				October - December 2024	
				January - March 2025	
				April - June 2025	
3.1.3	Facilitate and/or participate in industry-based and community-based advocacy meetings to discuss, identify and prioritise new, or ongoing, circular economy, net zero and sustainability regional programs E.g.: ➤ Facilitate networking groups, e.g. STEG.	Sustainability	●	July - September 2024	➤ EMRC participated in WASCA meeting on 6th of August focusing on Energy and Waste topics. ➤ The EMRC distributed Avon Descent Marketing materials for a period of 10 weeks. June 2024-august 2024, including billboard, radio, shopalive, social media advertising ➤ Event weekend for the Avon Descent festivals happened 9-11 August. ➤ Held a Avon Descent Festivals Debrief meeting 17 September and requested acquittal information for the 2024 Lotterywest grant from each Council. ➤ Organised and held the Lotterywest grant certificate presentation in collaboration with the Shire of Northam, along with a media release. ➤ Provided access to Remplan for member Councils

Key Actions	Responsible Officer	Status	Quarter	Comments
➤ Participate e.g. WALGA Climate Change Collaborative.				
			October - December 2024	
			January - March 2025	
			April - June 2025	

3.2 Contribute to a Decrease in Illegal Waste Disposal by 2040

Key Actions	Responsible Officer	Status	Quarter	Comments
3.2.1 Establish campaigns to create a recover, reuse, recycle, return, repair and drop off culture to increase recovery rates and combat illegal dumping	Sustainability	●	July - September 2024	<ul style="list-style-type: none"> ➤ Featured in Recycle Right promotion of WasteSorted Schools Student Meet video. ➤ Partnered with Recycle Right to create video and photo content for social media in September and in preparation for "Buy Nothing New Month" (October) featuring images from City of Swan Clothes Swap and Care to Rewear workshop (Indigo dye technique for wardrobe refresh). ➤ 3x EMRC's Circular Connections e-newsletters produced and circulated to subscribers featuring articles and events.
			October - December 2024	
			January - March 2025	
			April - June 2025	
3.2.2 Establish programs for acceptance of construction and demolition waste e.g. bricks, timber, sand, soil, concrete and other resource recovery initiatives	Operations	●	July - September 2024	Reviews are completed on regular basis to identify additional opportunities. Timber processing is currently being undertaken and other timber processing option are also be investigated.
			October - December 2024	
			January - March 2025	
			April - June 2025	

3.3 EMRC Wide Environmental Management System

	Key Actions	Responsible Officer	Status	Quarter	Comments
3.3.1	Review and develop the framework the EMRC will use going forward in terms of its Environmental Management System Framework i.e. in alignment with ISO14001 or equivalent	Sustainability	●	July - September 2024	EMS Re-certification Audit with SGS completed. Audit passed with only one minor non-conformance recorded. This was regarding Spill training refreshers at Red Hill (now resolved) – EMRC has now received its new EMS certificate for 2024-2027.
				October - December 2024	
				January - March 2025	
				April - June 2025	
3.3.2	Establish compliance monitoring, reporting and review processes in alignment with the EMRC's Environmental Management System E.g.: Minimise environmental impacts of waste management operations	Sustainability	●	July - September 2024	<ul style="list-style-type: none"> ➤ Compliance monitoring and sampling program completed includes; Q3 water monitoring, power pole shredding validation sampling, Wood fines sampling, licence compliance monitoring, bird count, fence check, vermin control and interception well monitoring. ➤ Red Hill Rehabilitation – Additional seeding to Offsets areas, Weed Control Surveys completed, and treatments undertaken. ➤ Red Hill Weed Control – Ongoing spraying program. ➤ RFQ for 2 yr Red Hill Weed Control submitted for quote. ➤ Waste Acceptance Approvals issued in accordance with <i>Landfill Waste Classification and Waste Definitions 1996 (as amended 2019)</i>. ➤ National Pollutant Inventory Report, submitted September 2024. ➤ Red Hill Waste Levy Exemption for Asbestos 2023-2024, approved August 2024. ➤ Hazelmere Ministerial 1028 - Annual Audit Compliance Report submitted July 2024. ➤ Hazelmere Annual Licence Application, Licence Renewed in August 2024. ➤ Red Hill Ministerial 976,1092, 1122 – Annual Audit Compliance Report submitted September 2024. ➤ JBS&G working on Works Approval application for Interim FOGO Extension at Red Hill – Application due for submission October 2024. ➤ Talis working of Works Approval submission for APCr Monocell and Batching Plant – Ongoing. ➤ DWER & EPA approached regarding the placement of new Garden Organics processing area within Lot 9. Possible WA required as well as potential extension of MS274 boundaries. Awaiting EPA advise. ➤ Discharge water sampling with Water Corp at Hazelmere – August 2024. ➤ Prep works including site meeting with Regional Fire Control Officers for two controlled burns, the installation of firebreaks, and a culvert at Red Hill and on Lot 3/ Auditorium boundary. <p>Awaiting quotes for 2025 re-veg tubestock for Red Hill.</p>
				October - December 2024	
				January - March 2025	
				April - June 2025	

4 Create Value in the Community

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

4.1 Community Based Source Separation Initiatives by 2027

Key Actions		Responsible Officer	Status	Quarter	Comments
4.1.1	Establish community engagement initiatives for source separation opportunities including education hubs, school programs, community group support and bin tagging	Sustainability	●	July - September 2024	<ul style="list-style-type: none"> ➤ Ongoing community engagement initiatives for source separation opportunities including promotion and utilisation of loan resources, textile repair workshops and FOGO education. ➤ Conducted Waste Education Incursions at school and adult education centre and utilised "GREAT" Games interactive assets. ➤ Preparing for bin tagging 2025 program which will directly engage residents in Shire of Mundaring and City of Bayswater.
				October - December 2024	
				January - March 2025	
				April - June 2025	
4.1.2	Utilise current community programs to provide education and tools on material re-use and issues regarding poor source separation	Sustainability	●	July - September 2024	<ul style="list-style-type: none"> ➤ Utilised Circular Connections newsletter, social media and events to promote re-use and source separation. ➤ Textile repair workshops held as part of Clothing Swap events. ➤ Scheduling of FOGO compositional bin audits underway for the City of Swan and Shire of Mundaring.
				October - December 2024	
				January - March 2025	
				April - June 2025	
4.1.3	Utilise EMRC fleet and other EMRC owned assets as educational billboards for source separation education and requirements	Operations	●	July - September 2024	Successful commencement of the Mundaring FOGO collections and all new trucks have been stickered with educational FOGO and waste related designs.
				October - December 2024	
				January - March 2025	
				April - June 2025	
4.1.4	Establish verge collection and shared pre-booked service programs. This includes a waste classification program for different materials and costings	Operations	●	July - September 2024	Research completed on pre-booked verge collection software systems for future implementation.
				October - December 2024	
				January - March 2025	
				April - June 2025	

4.2 Use of Recovered Material in the Region by 2040

	Key Actions	Responsible Officer	Status	Quarter	Comments
4.2.1	Establish reward and incentive systems dependent on company sustainability rating to encourage better waste management in the region	CEO	●	July - September 2024	The EMRC Sales team use an incentives scheme to procure greater waste volumes.
				October - December 2024	
				January - March 2025	
				April - June 2025	
4.2.2	Continue to establish community recycling and reuse networks for exchange of products, reuse and repair initiatives, and identification of regional synergies	Operations	●	July - September 2024	Continuing to identify regional FOGO management and processing solutions. Planning on transitioning the required member Council's (Swan and Mundaring) to WTE at East Rockingham (HZI) over the next 6 months.
				October - December 2024	
				January - March 2025	
				April - June 2025	
4.2.3	Identify member council uses for recovered materials e.g. woodchip mulching, FOGO fertiliser products, construction materials, road surfacing, energy reuse e.g. provide a waste management service	Operations	●	July - September 2024	Successful implementation of FOGO collection service for the Shire of Mundaring along with the current general waste collections service. Sales and Marketing and operations teams assisting EMRC product use in member Council projects and EMRC products, such as FOGO and coloured wood chip in tender specifications. FOGO bags designed and SDS being developed for bagged product to be available later prior to the end of the year.
				October - December 2024	
				January - March 2025	
				April - June 2025	

4.3 Increased Participation in Behaviour Change Programs

	Key Actions	Responsible Officer	Status	Quarter	Comments
4.3.1	Provide education for waste solutions that are in line with WA Waste Strategy and waste hierarchy E.g.: ➤ Continue waste education programs	Sustainability	●	July - September 2024	Continued to loan waste and sustainable resources to community and council members, eg water stations, clothes swap and, waste education boxes. Continued to offer and deliver RHWMF tours and Education Centre activities to schools and community. Conducted second phase of FOGO in schools waste reduction trial audits at Hazelmere in September 2024.
				October - December 2024	
				January - March 2025	
				April - June 2025	
4.3.2	Benchmark and monitor participation rates in EMRC sustainability programs	Sustainability	●	July - September 2024	➤ The EMRC's Sustainable Development Goals Technical Report was completed and endorsed by Council. ➤ The Technical Report includes an action plan that will be progressed over the coming 5 years.
				October - December 2024	
				January - March 2025	
				April - June 2025	
4.3.3	Establish a Sustainability Stakeholder engagement plan E.g: Continue to foster and enhance relationships with member Councils and all key stakeholders	Sustainability	●	July - September 2024	A new draft Stakeholder Engagement Plan has been developed.
				October - December 2024	
				January - March 2025	
				April - June 2025	

6 EMRC STAKEHOLDER ENGAGEMENT PLAN 2024 - 2028

D2024/30455

PURPOSE OF REPORT

The purpose of this report is to present to Council the EMRC's Stakeholder Engagement Plan 2024 – 2028, for noting.

KEY POINT(S)

- The EMRC undertakes stakeholder engagement by various means such as the biennial Stakeholder Perception Survey and at relevant events and forums and also with existing and potential customers.
- Stakeholder engagement also forms part of the CEO's KPIs, through a requirement to have a Stakeholder Engagement Plan.
- The previous Stakeholder Engagement Plan was for the period 2020 – 2024.
- The new draft Plan has now been prepared and is presented to Council for noting.

SOURCE OF REPORT

Chief Sustainability Officer

BACKGROUND

- 1 The EMRC historically used its formal cocktail/dinner functions to connect with stakeholders at the wider level, however over time this proved to be a costly exercise with minimal, measurable, outcomes and was consequently abandoned.
- 2 The EMRC has continued to gauge the effectiveness of its stakeholder engagement through engaging a third party to elicit stakeholder comments, via a Stakeholder Perception Survey.

REPORT

- 3 The previous Stakeholder Engagement Plan 2020 – 2024 is required to be updated and a new version is attached for Council's noting.
- 4 The revised Stakeholder Engagement Plan is also in line with addressing one of the EMRC CEO's KPIs.
- 5 The EMRC staff continue to engage with existing and potential (new) stakeholders at various forums and events and also engages with existing and prospective customers, clients and relevant.

STRATEGIC/POLICY IMPLICATIONS

- 6 The EMR Stakeholder Engagement Plan is in keeping with the revised Strategic Plan 2017 2027 and the Sustainability Strategy 2022/2023 – 2026/2027.

FINANCIAL IMPLICATIONS

- 7 There are no direct financial implications with preparing the Stakeholder Engagement Plan, and the cost of the Stakeholder Perception Survey is included in the EMRC's current operating budget.

SUSTAINABILITY IMPLICATIONS

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

RISK MANAGEMENT

Risk – Lack of Stakeholder Engagement		
Consequence	Likelihood	Rating
Moderate	Unlikely	Moderate
Action/Strategy		
➤ Development of a new Stakeholder Engagement Plan will assist in guiding effective engagement.		

MEMBER COUNCIL IMPLICATIONS

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

ATTACHMENT(S)

Stakeholder Engagement Plan 2024 – 2028 (D2024/30456)

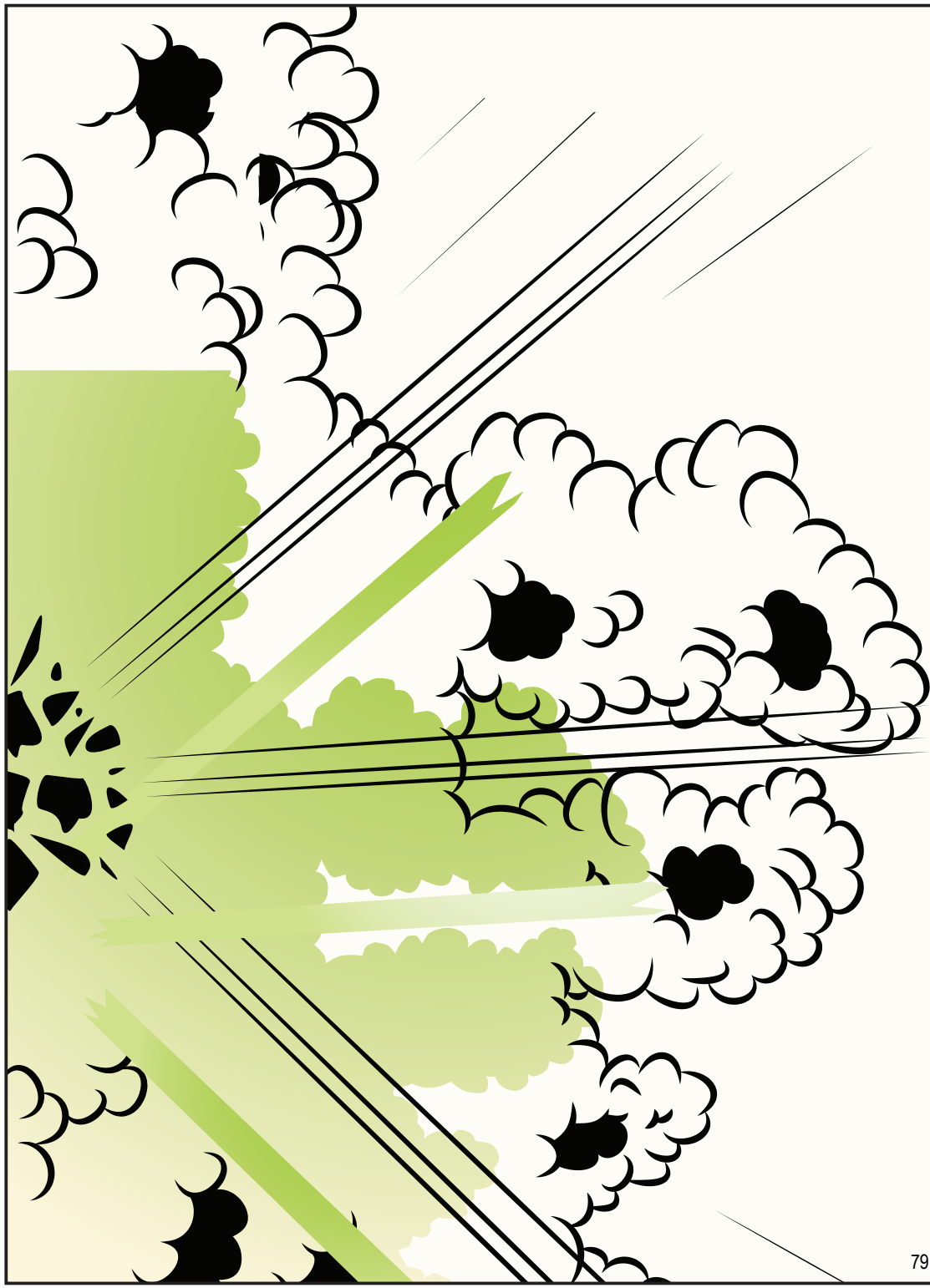


EMRC

STAKEHOLDER ENGAGEMENT PLAN 2024 - 2028

OFFICE OF THE CEO





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1 OBJECTIVES

The objectives of the Stakeholder Engagement Plan (the Plan) are:

Demonstrate the Eastern Metropolitan Regional Council (EMRC)'s commitment to stakeholder engagement, contributing to good governance, strong leadership, and sound decision-making.

Support the EMRC Councillors/Deputy Councillors by providing informed feedback from stakeholders.

Provide clear direction for stakeholder engagement practices at the EMRC.

Ensure services to the Region are effective, efficient, and meet community needs.

Build capacity for self-reliance and regional collaboration.

Incorporate stakeholder feedback into policy, strategy, and partnership development.

2 DEFINITIONS

2.1 STAKEHOLDER ENGAGEMENT

Stakeholder engagement is a planned and purposeful process that encompasses a variety of techniques and methods.

It is an approach that provides opportunities for stakeholders to be involved in and contribute to decisions that affect their lives and the lives of others who have some connection or interest in Perth's Eastern Region (the Region).

2.2 STAKEHOLDERS

Stakeholders are individuals or groups affected by or interested in a decision, project, or issue relevant to the Region.

This includes, but is not limited to, individuals, groups, organisations, agencies, businesses, advisory or volunteer groups, and the community. Stakeholders can be internal (within the organisation) or external (outside the organisation).

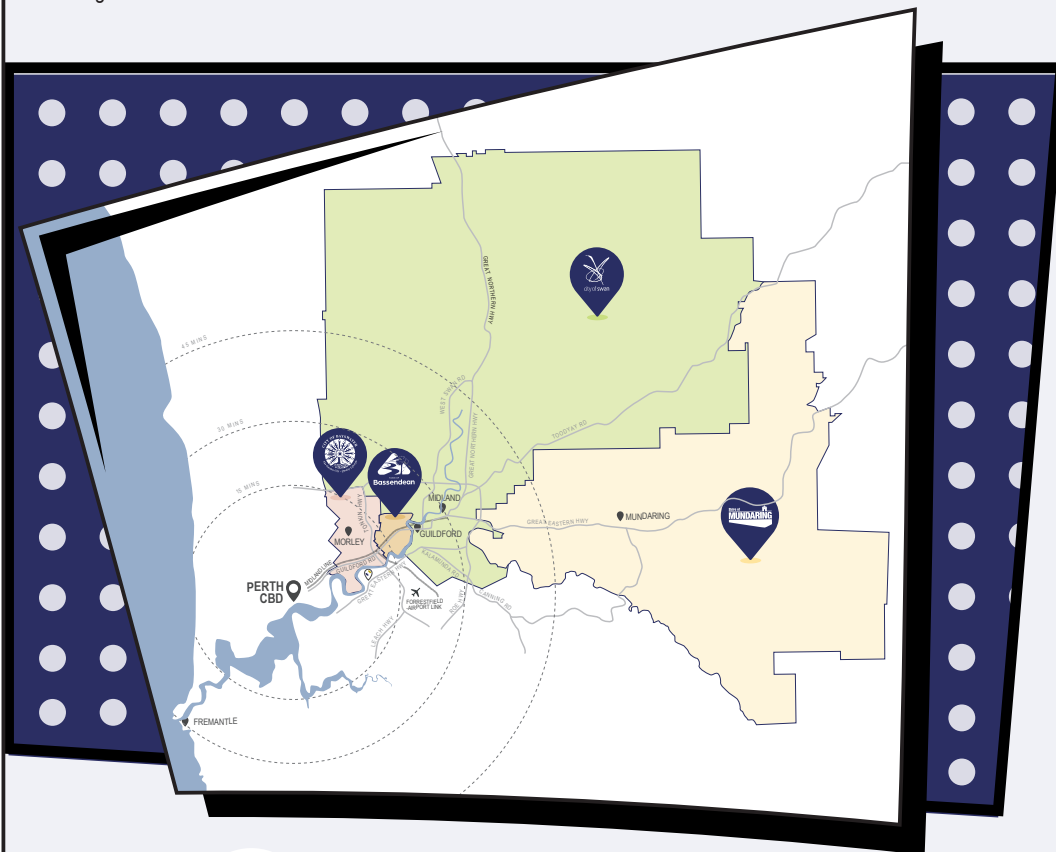
2.3 COMMUNITY

The **community** includes individuals or groups engaged in activities within the Region, such as residents, business owners, workers, tourists, visitors, or community groups, all contributing to a sustainable future

3 STAKEHOLDER STATEMENT

Stakeholder engagement is fundamental to the EMRC's role as a regional Council, responding to the needs of its four Member Councils: Town of Bassendean, Cities of Bayswater and Swan and the Shire of Mundaring.

The EMRC is committed to communicating and collaborating in a meaningful and relevant way for the Region, recognising its obligations under the Local Government Act 1995.



4 SCOPE OF PLAN

This Plan applies to the Region's Elected Members forming the EMRC, as well as EMRC and Member Council staff, consultants, and others involved in stakeholder engagement activities.

The scope is guided by Section 1.3 (2) of the Local Government Act 1995, aiming for:

Better decision-making by local governments.

Greater community participation in the decisions and affairs of local governments.



Increased accountability of local governments to their communities.

More efficient and effective local government.

The Plan considers and aligns with the EMRC's Vision and Mission statements and the organisation's core values, emphasising effective collaboration and communication with key stakeholders, particularly in major projects and processes. Stakeholder engagement is a collective responsibility, supporting the decision-making process without removing the EMRC Councillors' final decision-making authority.

The EMRC's Stakeholder Engagement Plan is designed to foster a culture of consistent, effective, and comprehensive engagement. Guided by the EMRC CEO, the Executive Leadership Team, and Human Resources, the Plan supports internal and external engagement processes, ensuring they are well-coordinated and impactful.

5 STAKEHOLDER ENGAGEMENT PRINCIPLES

The EMRC is dedicated to championing engagement for the benefit of the Region by adhering to the following principles, which form the foundation of our stakeholder engagement approach:

Cultivating a Culture of Engagement: We are committed to embedding engagement into our organisational culture.

Integrating Engagement: We ensure engagement is woven into our processes and practices, providing employees with the necessary resources and support.

Reflecting Engagement in Processes: We ensure that engagement is appropriately reflected in our processes.

Clarity and Integrity: We engage with a clear purpose and reason, maintaining openness and integrity throughout.

Inclusivity: We identify and involve the most relevant stakeholders for each situation.

Respecting Timeframes: We acknowledge and respect the timeframes required for effective stakeholder engagement and feedback.

Context Awareness: We consider the history, issues, and concerns affecting a project, clearly defining what is negotiable and non-negotiable.

Authentic Engagement: We undertake genuine, proactive engagement and ensure stakeholder feedback reaches decision-makers.

Effective Communication: We choose the most appropriate methods of communication to ensure our engagement is clearly understood by the intended audience.

Innovation and Flexibility: We adopt innovative and flexible approaches, building responsive relationships with internal and external stakeholders.

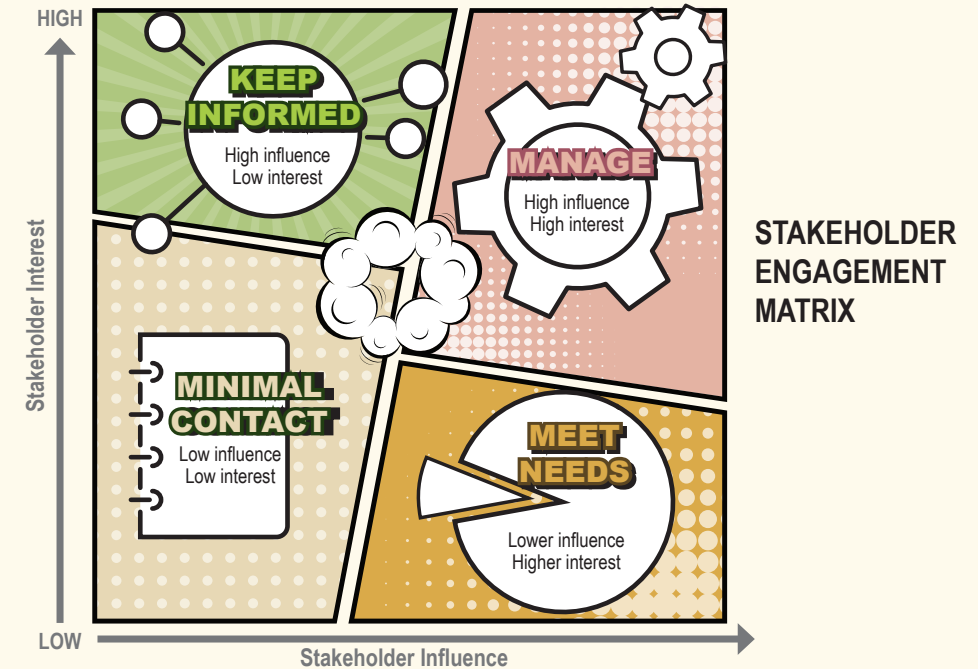
Guided by Core Values: Our stakeholder engagement is guided by our core values and aligned with key strategic documents of the EMRC.

6 STAKEHOLDER ENGAGEMENT MATRIX

Using the stakeholder engagement matrix, the EMRC can categorise stakeholders according to their level of interest and influence.

Importance of a Stakeholder Engagement Matrix

- 1 Prioritisation:** Identifies which stakeholders require more attention and resources.
- 2 Communication:** Ensures the right information is delivered to the right people at the right time.
- 3 Risk Management:** Detects potential risks from stakeholders who may be resistant or highly influential.
- 4 Resource Allocation:** Optimises resource use by focusing efforts where they are most needed.



1. KEEP INFORMED:

- Description:** Stakeholders with low influence but high interest.
- Strategy:** Regular updates and information sharing are sufficient to keep them engaged.
- Example:** Local community members interested in the EMRC project's environmental impact.

2. MANAGE:

- Description:** Stakeholders with high interest and high influence.
- Strategy:** Requires active management and frequent engagement to address their needs and concerns.
- Example:** EMRC Council, EMRC Member Councils CEOs and Mayors.

3. MANAGE WITH MINIMAL CONTACT:

- Description:** Stakeholders with low interest and low influence.
- Strategy:** Minimal effort is required; occasional updates or check-ins are adequate.
- Example:** Residents, visitors, and general public.

4. MEET NEEDS:

- Description:** Stakeholders with high interest and low influence.
- Strategy:** Focused efforts to meet their needs and keep them satisfied, as their influence can significantly impact the EMRC's projects.
- Example:** Regulatory bodies, Key clients or the EMRC employees.

7 STAKEHOLDER ENGAGEMENT AND COMMUNICATION PLAN

STAKEHOLDER MANAGEMENT PLAN

STAKEHOLDER	INFLUENCE	DECISION MAKER	COMMUNICATION							
			FREQUENCY	TYPE						
				Face to Face	Email & Phone Calls	Corporate Docs	Website	Newsletter	Social Media	Communities Updates
EMRC Council & Member Council CEO/Mayors	HIGH	YES	Ongoing	✓	✓	✓	✓	✓	✓	✓
EMRC Staff	HIGH	NO	Ongoing	✓	✓	✓	✓	✓	✓	
Member Council Staff	MEDIUM	NO	As required	✓	✓		✓	✓	✓	
State Government Regulatory Authorities	MEDIUM	YES	Ongoing	✓	✓	✓	✓	✓	✓	✓
Other Regional Council	LOW	NO	As required	✓	✓	✓	✓	✓	✓	✓
State Government Agency	HIGH	YES	As required	✓	✓	✓	✓	✓		
Federal Government Agency	HIGH	YES	As required	✓		✓				
Non Government Agency	LOW	NO	when relevant	✓		✓	✓	✓	✓	✓
Department of Water and Environmental Regulation (DWER)	HIGH	YES	As required	✓	✓	✓	✓	✓	✓	✓
Environmental Protection Authority (EPA)	HIGH	YES	As required	✓	✓	✓	✓			
Department of Fire and Emergency Services (DFES)	HIGH	NO	As required	✓	✓	✓		✓		
Perth Airport	MEDIUM	NO	As required		✓	✓		✓		
Minister for Energy; Environment; Climate Action	HIGH	YES	As required - Goal is quarterly	✓	✓	✓				
Waste Authority	HIGH	YES	As required	✓	✓	✓		✓	✓	
Western Australian Local Government Association (WALGA)	MEDIUM	NO	As required	✓	✓	✓	✓	✓	✓	
Office of the Auditor General (OAG)	MEDIUM	NO	On going - throughout the audit processes	✓	✓	✓				
Western Power	LOW	NO	As required	✓	✓					
Small Business Development Corporation	LOW	NO	when relevant	✓	✓		✓	✓	✓	
NADA	LOW	NO	As required							
Customers & Suppliers	LOW	NO	when relevant	✓	✓	✓	✓	✓	✓	
Businesses & Investors	LOW	NO	As required	✓	✓	✓	✓	✓	✓	
Volunteers	MEDIUM	NO	when relevant	✓	✓		✓	✓	✓	
Regional Residents	LOW	NO	when relevant	✓	✓	✓	✓	✓	✓	✓
Visitors and Tourists	LOW	NO	when relevant				✓		✓	

8 METHODS AND PURPOSE OF ENGAGEMENT

The EMRC collaborates with key stakeholders to identify the most effective engagement methods tailored to each situation, continually enhancing relationships and fostering greater collaboration across the Region. We use various engagement techniques and communication mechanisms depending on the issue, project, circumstances, and target audience. These decisions consider the complexity, technical aspects, timing, and political sensitivity of the situation.

Regardless of the chosen engagement method, our processes are transparent, inclusive, consistent, and reliable. Engagement methods may include, but are not limited to:



WRITTEN REPORTS:
Both formal and informal.



FACE-TO-FACE MEETINGS:
Direct, personal interactions.



VIRTUAL MEETINGS:
Online discussions and collaborations.



FORUMS/WORKSHOPS/ INFORMATION SESSIONS:
Interactive group sessions.



FEEDBACK FORMS:
Collecting stakeholder input.



TELEPHONE CONVERSATIONS, TEXTS, AND SMS MESSAGING:
Direct and immediate communication.

EMAILS:
Written electronic communication.



SOCIAL MEDIA:
Direct and immediate communication.



PRESENTATIONS:
Structured delivery of information.

SURVEYS:
Gathering data and opinions.



ENGAGEMENT

9 COLLABORATIVE SUCCESS

To measure the success of the EMRC's stakeholder engagement, we consider the following criteria:



ISSUE IDENTIFICATION AND RESOLUTION

GOAL SETTING AND ACHIEVEMENT



TIMELY ENGAGEMENT



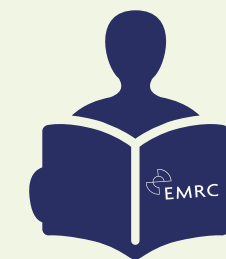
IMPARTIALITY



FEEDBACK AND LEGAL COMPLIANCE



RESEARCH



While it's not always possible to consult every stakeholder on every matter, the EMRC commits to meaningful consultation wherever feasible, ensuring the Region's fair, equitable, and timely governance.

The EMRC employees involved in stakeholder engagement will adhere to compliance requirements and the following key documents:

- ☆ Establishment Agreement
- ☆ Strategic Plan
- ☆ Code of Conduct
- ☆ Local Government Act 1995 and associated regulations

10 RECOMMENDATION

Based on the above plan, the recommendation for the Stakeholder Engagement Plan for 2024-2028 includes the following five steps:



DEVELOP COMMUNICATION STRATEGIES:

Tailor your communication methods to suit different stakeholders.



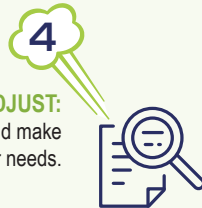
ENGAGE EARLY AND OFTEN:

Begin engagement at the project's planning phase and maintain regular communication throughout the project lifecycle.



BE INCLUSIVE AND TRANSPARENT:

Ensure all relevant stakeholders are included and keep communication open and honest. This builds trust and fosters collaboration.



MONITOR AND ADJUST:

Regularly review the effectiveness of your engagement strategies and make adjustments as needed to address any issues or changes in stakeholder needs.



MAINTAIN COMPREHENSIVE DOCUMENTATION:

Keep detailed records of all stakeholder interactions and feedback. This helps in tracking progress and making informed decisions.

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