



## **MINUTES**

### **CERTIFICATION OF CONFIRMATION OF RESOURCE RECOVERY COMMITTEE MINUTES**

**8 March 2018**

I, Cr Wolff, hereby certify that the minutes from the Resource Recovery Committee Meeting held on 8 March 2018 pages (1) to (23) were confirmed at a Committee meeting held on 4 October 2018 2018.

A handwritten signature in blue ink, appearing to read "A. R. Wolff", is written over a horizontal line.

**Signature**

**Cr Wolff  
Person presiding at Meeting**

## RESOURCE RECOVERY COMMITTEE

### MINUTES

8 March 2018

(REF: D2017/12842)

A meeting of the Resource Recovery Committee was held at the EMRC Administration Office, 1<sup>st</sup> Floor, 226 Great Eastern Highway, BELMONT WA 6104 on **Thursday, 8 March 2018** The meeting commenced at **5:00pm**.

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## 1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Chief Executive Officer (CEO) opened the meeting at 5:00pm.

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

### Committee Members

|                     |                                  |                    |
|---------------------|----------------------------------|--------------------|
| Cr Melissa Mykytiuk | EMRC Member                      | Town of Bassendean |
| Cr Barry McKenna    | EMRC Member                      | City of Bayswater  |
| Cr Steve Wolff      | EMRC Member                      | City of Belmont    |
| Cr Dylan O'Connor   | EMRC Member                      | City of Kalamunda  |
| Cr David Lavell     | EMRC Member                      | Shire of Mundaring |
| Cr Adam Kovalevs    | EMRC Member                      | City of Swan       |
| Mr Doug Pearson     | Director Technical Services      | City of Bayswater  |
| Mr Ric Lutey        | Director Technical Services      | City of Belmont    |
| Mr Dennis Blair     | Director Asset Services          | City of Kalamunda  |
| Mr Shane Purdy      | Director Infrastructure Services | Shire of Mundaring |
| Mr Jim Coten        | Executive Manager Operations     | City of Swan       |
| Mr Peter Schneider  | Chief Executive Officer          | EMRC               |

### Apologies

|                          |                               |                    |
|--------------------------|-------------------------------|--------------------|
| Mr Simon Stewert-Dawkins | Director Operational Services | Town of Bassendean |
| Mr Ken Cardy             | Manager Asset Services        | Town of Bassendean |

### EMRC Officers

|                        |   |
|------------------------|---|
| Mr Stephen Fitzpatrick | Director Waste Services                         |
| Mr Hua Jer Liew        | Director Corporate Services                     |
| Mr Dave Beresford      | Manager Resource Recovery                       |
| Ms Annette Rakich      | Administration Officer Waste Services (Minutes) |

### Observer(s)

|                 |             |                   |
|-----------------|-------------|-------------------|
| Cr Sally Palmer | EMRC Member | City of Bayswater |
|-----------------|-------------|-------------------|

## 3 DISCLOSURE OF INTERESTS

Nil

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

The CEO explained how the proceedings for the election of the RRC Chairman and Deputy Chairman would be conducted.



## **5 ELECTION OF A CHAIRMAN AND DEPUTY CHAIRMAN OF THE RESOURCE RECOVERY COMMITTEE (RRC)**

### **5.1 ELECTION OF A CHAIRMAN OF THE RESOURCE RECOVERY COMMITTEE (RRC)**

**REFERENCE: D2018/00437**

#### **PURPOSE OF REPORT**

The purpose of this report is to provide for an election to be conducted for the Office of Chairman of the Resource Recovery Committee (RRC).

#### **KEY ISSUES AND RECOMMENDATION(S)**

- It is a statutory requirement that the Committee elect a Chairman at the first meeting of the Resource Recovery Committee (RRC) after an ordinary Council elections day.

#### **Recommendation(s)**

That the members of the Resource Recovery Committee elect a Chairman.

#### **SOURCE OF REPORT**

Director Corporate Services

#### **BACKGROUND**

At the Special Meeting of Council held on Thursday 9 November 2017 the EMRC Chairman and Deputy Chairman were elected and members of the EMRC Committees were appointed.

#### **RRC MEMBERS 2017 - 2019**

The following members were appointed to the RRC at the Special Meeting of Council held on 9 November 2017:

#### **COUNCILLOR MEMBERS**

|                     |                    |
|---------------------|--------------------|
| Cr Melissa Mykytiuk | Town of Bassendean |
| Cr Barry McKenna    | City of Bayswater  |
| Cr Steve Wolff      | City of Belmont    |
| Cr Dylan O'Connor   | City of Kalamunda  |
| Cr David Lavell     | Shire of Mundaring |
| Cr Adam Kovalevs    | City of Swan       |

#### **OFFICER MEMBERS**

|                                  |                            |                    |
|----------------------------------|----------------------------|--------------------|
| Director Operational Services    | (Mr Simon Stewert-Dawkins) | Town of Bassendean |
| Director Technical Services      | (Mr Doug Pearson)          | City of Bayswater  |
| Director Technical Services      | (Mr Ric Lutey)             | City of Belmont    |
| Director Asset Services          | (Mr Dennis Blair)          | City of Kalamunda  |
| Director Infrastructure Services | (Mr Shane Purdy)           | Shire of Mundaring |
| Executive Manager Operations     | (Mr Jim Coten)             | City of Swan       |
| Chief Executive Officer          | (Mr Peter Schneider)       | EMRC               |



*Item 5.1 continued*

In accordance with section 5.12(1) of the *Local Government Act 1995* (the Act), the members of a committee are to elect a presiding member from amongst themselves in accordance with Schedule 2.3, Division 1.

It is a requirement of Schedule 2.3 of the Act that the election is conducted by the Chief Executive Officer (CEO) and the nominations for the Office are to be given to the CEO in writing before the meeting or during the meeting before the close of nominations. Furthermore, if a member is nominated by another member the CEO is not to accept the nomination unless the nominee has advised the CEO, orally or in writing, that he or she is willing to be nominated for the Office. Members are to vote on the matter by secret ballot.

The procedure outlined in Schedule 2.3 of the Act will be followed if there is an equality of votes.

## **REPORT**

The CEO will preside at the meeting until the Office of Chairman of the RRC is filled.

The following material accompanies the agenda for this meeting as a means of assisting members of the Committee to nominate themselves or another member for the Office of Chairman of the RRC:

1. RRC Terms of Reference;
2. A blank nomination form for the Office of Chairman of the RRC, nominate oneself;
3. A blank nomination form for the Office of Chairman of the RRC, nominate another; and
4. A blank ballot paper for Election of Chairman of the RRC.

Ballot papers will be made available prior to voting.

The completed nomination forms are to be given to the CEO before the meeting or when the CEO calls for them when dealing with this item at the meeting.

## **STRATEGIC/POLICY IMPLICATIONS**

Council Policy 2.1 Committees of Council provides for the establishment of the Resource Recovery Committee

Key Result Area 3 – Good Governance

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

## **FINANCIAL IMPLICATIONS**

Nil

## **SUSTAINABILITY IMPLICATIONS**

Nil



*Item 5.1 continued*

## **MEMBER COUNCIL IMPLICATIONS**

| <b>Member Council</b> | <b>Implication Details</b> |
|-----------------------|----------------------------|
| Town of Bassendean    | } Nil                      |
| City of Bayswater     |                            |
| City of Belmont       |                            |
| City of Kalamunda     |                            |
| Shire of Mundaring    |                            |
| City of Swan          |                            |

## **ATTACHMENT(S)**

1. RRC Terms of Reference (Ref: D2018/00436)
2. A blank nomination form for the Office of Chairman of the RRC, nominate oneself (Ref: D2018/00445)
3. A blank nomination form for the Office of Chairman of the RRC, nominate another (Ref: D2018/00445)
4. Ballot paper – Election of RRC Chairman (Ref: D2018/00443)

## **VOTING REQUIREMENT**

Secret Ballot

## **RECOMMENDATION(S)**

That the members of the Resource Recovery Committee elect a Chairman.

The CEO called for nominations for the Office of Chairman of the Resource Recovery Committee.

Cr McKenna nominated Cr Wolff who accepted the nomination.

No further nominations were received and the CEO closed nominations.

## **ANNOUNCEMENT: OF THE OFFICE OF CHAIRMAN**

The CEO declared, unopposed, Cr Wolff as Chairman of the Resource Recovery Committee for the term commencing 8 March 2018 until 2019.

The CEO congratulated Cr Wolff and vacated the Chair at 5:04pm.

At 5:04pm, Cr Wolff took the Chair.

## **TERMS OF REFERENCE**

### **RESOURCE RECOVERY COMMITTEE**

#### **1. OBJECTIVES OF COMMITTEE:**

The Resource Recovery Committee (RRC) is a formally appointed committee of Council and is responsible to that body. It has been established to advise on Resource Recovery for the Eastern Metropolitan Regional Council.

#### **2. RESPONSIBILITIES**

To give consideration and prepare recommendations to Council in relation to:

- (a) Appropriate actions related to establishment of a Resource Recovery Facility;
- (b) Appropriate Community Waste Education/Engagement Initiatives;
- (c) Matters related to the activities of the Waste Management Community Reference Group; and
- (d) Other relevant matters referred to it from time to time.

#### **3. MEMBERSHIP:**

3.1. The Resource Recovery Committee will comprise of:

- (a) One Councillor from each of the member Councils;
- (b) Members of the Technical Advisory Committee; and
- (c) Chief Executive Officer of the Eastern Metropolitan Regional Council.

3.2. The deputy members of the Technical Advisory Committee, as appointed by each member Council Chief Executive Officer, will be deputy members of the RRC.

3.3. Council will appoint deputy members to members of the Council on the RRC.

3.4. Members and Deputies will be appointed for a period of two years following each ordinary Council election.

#### **4. MEETINGS**

4.1. The RRC shall hold regular meetings at such times and on such days as the Council may determine by resolution.

4.2. Additional meetings will be convened at the discretion of the Chairperson.

## 5. OPERATING PROCEDURES

- 5.1. All meetings of the RRC are to be conducted in accordance with the Local Government Act 1995, associated Regulations and the *EMRC Standing Orders Local Law 1998*.
- 5.2. A quorum for a meeting of the Committee shall be at least 50% of the number of offices (whether vacant or not) of members of the Committee.
- 5.3. Voting
  - (a) All decisions of the Committee shall be made on the basis of a simple majority decision of the members present or, if another kind of majority has been prescribed by regulations for the particular kind of decision, by that kind of majority.
  - (b) If the decision results in a tied vote, the person presiding is to cast a second vote.
  - (c) Persons other than Committee members are not entitled to cast a vote.
  - (d) All other aspects related to voting procedure shall be consistent with relevant sections of the EMRC Standing Orders Local Law 1998.
- 5.4. Other EMRC staff or member Council staff may attend meetings, at the discretion of the Chief Executive Officer and/or the Committee Chairperson, to provide advice and information when required.
- 5.5. The EMRC Chief Executive Officer may invite the attendance of any particular additional officer through the participant Chief Executive Officer.
- 5.6. The EMRC Chief Executive Officer may invite other additional persons, including consultants, to provide advice and information when required.

## 6. REPORTING:

- 6.1 The Committee shall after every meeting forward the minutes of that meeting to the next Ordinary Meeting of Council, including a report explaining any specific recommendations and key outcomes.

## 7. DELEGATED POWER

- 7.1 The Resource Recovery Committee has no delegated powers and no authority to implement its recommendations.

### Related Documentation:

## Policy 2.1 Committees of Council

EMRC Standing Orders Local Law 2013

## EMRC Code of Conduct

**Administration:**

Adopted / Reviewed by Council: 23 September 2010  
18 September 2014

Next Review: Following the Ordinary Elections in 2017

Responsible: Chief Executive Officer





## **Nomination for Chairman of the Resource Recovery Committee**

**To the Chief Executive Officer**

**I hereby nominate myself, \_\_\_\_\_ for the position of  
Chairman of the Eastern Metropolitan Regional Council Resource Recovery  
Committee for the term of Office commencing on the date of the election and  
continuing until the next ordinary elections day and/or other circumstances  
occur in accordance with section 5.11 of the *Local Government Act 1995*.**

**Signed: \_\_\_\_\_**

**Date: \_\_\_\_\_**



## **Nomination for Chairman of the Resource Recovery Committee**

To the Chief Executive Officer

I hereby nominate \_\_\_\_\_ for the position of Chairman of the Eastern Metropolitan Regional Council Resource Recovery Committee for the term of Office commencing on the date of the election and continuing until the next ordinary elections day and/or other circumstances occur in accordance with section 5.11 of the *Local Government Act 1995*.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

\*I \_\_\_\_\_ hereby certify that I accept the above nomination to the position of Chairman of the Eastern Metropolitan Regional Council Resource Recovery Committee.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

**\*This certificate is to be completed when a Representative is nominated by another Representative.**



**Eastern Metropolitan Regional Council  
Resource Recovery Committee  
8 March 2018**

**BALLOT PAPER FOR THE  
ELECTION OF THE RESOURCE RECOVERY  
COMMITTEE CHAIRMAN**

***HOW TO VOTE***

**Place a tick ☒ in the box next to the candidate you want  
to elect.**

**Do not make any other marks on the ballot paper.**

**First Name, Last name**

☐

**First Name, Last name**

☐

**First Name, Last name**

☐



## 5.2 ELECTION OF A DEPUTY CHAIRMAN OF THE RESOURCE RECOVERY COMMITTEE (RRC)

REFERENCE: D2018/00438

### PURPOSE OF REPORT

The purpose of this report is to provide for an election to be conducted for the Office of Deputy Chairman of the Resource Recovery Committee (RRC).

### KEY ISSUES AND RECOMMENDATION(S)

- In accordance with section 5.12(2) of the *Local Government Act 1995*, the members of a committee may elect a deputy presiding member from amongst themselves.

#### Recommendation(s)

That the members of the Resource Recovery Committee elect a Deputy Chairman.

### SOURCE OF REPORT

Director Corporate Services

### BACKGROUND

At the Special Meeting of Council held on Thursday 9 November 2017 the EMRC Chairman and Deputy Chairman were elected and members of the EMRC Committees were appointed.

### RRC MEMBERS 2017-2019

The following members were appointed to the RRC at the Special Meeting of Council held on 9 November 2017:

#### COUNCILLOR MEMBERS

|                     |                    |
|---------------------|--------------------|
| Cr Melissa Mykytiuk | Town of Bassendean |
| Cr Barry McKenna    | City of Bayswater  |
| Cr Steve Wolff      | City of Belmont    |
| Cr Dylan O'Connor   | City of Kalamunda  |
| Cr David Lavell     | Shire of Mundaring |
| Cr Adam Kovalevs    | City of Swan       |

#### OFFICER MEMBERS

|                                  |                            |                    |
|----------------------------------|----------------------------|--------------------|
| Director Operational Services    | (Mr Simon Stewert-Dawkins) | Town of Bassendean |
| Director Technical Services      | (Mr Doug Pearson)          | City of Bayswater  |
| Director Technical Services      | (Mr Ric Lutey)             | City of Belmont    |
| Director Asset Services          | (Mr Dennis Blair)          | City of Kalamunda  |
| Director Infrastructure Services | (Mr Shane Purdy)           | Shire of Mundaring |
| Executive Manager Operations     | (Mr Jim Coten)             | City of Swan       |
| Chief Executive Officer          | (Mr Peter Schneider)       | EMRC               |



*Item 5.2 continued*

In accordance with section 5.12(2) of the *Local Government Act 1995* (the Act), the members of a committee may elect a deputy presiding member from amongst themselves.

It is a requirement of Schedule 2.3 of the Act that the election of the Deputy Chairman is conducted by the Chairman and the nominations for the Office are to be given to the Chief Executive Officer (CEO) in writing before the meeting or the Chairman during the meeting before the close of nominations. Furthermore, if a member is nominated by another member, the Chairman is not to accept the nomination unless the nominee has advised the Chairman, orally or in writing, that he or she is willing to be nominated for the Office. Members are to vote on the matter by secret ballot.

The procedure outlined in Schedule 2.3 of the Act will be followed if there is an equality of votes.

## **REPORT**

The following material accompanies the agenda for this meeting as a means of assisting members of the Committee to nominate themselves or another member for the Office of Deputy Chairman of the RRC:

1. A blank nomination form for the Office of Deputy Chairman of the RRC, nominate oneself;
2. A blank nomination form for the Office of Deputy Chairman of the RRC, nominate another; and
3. A blank ballot paper for Election of Deputy Chairman of the RRC.

Ballot papers will be made available prior to voting.

The completed nomination forms are to be given to the CEO before the meeting or when called for by the Chairman when dealing with this item at the meeting.

## **STRATEGIC/POLICY IMPLICATIONS**

Council Policy 2.1 Committees of Council provides for the establishment of the Resource Recovery Committee

Key Result Area 3 – Good Governance

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

## **FINANCIAL IMPLICATIONS**

Nil

## **SUSTAINABILITY IMPLICATIONS**

Nil



*Item 5.2 continued*

## **MEMBER COUNCIL IMPLICATIONS**

| <b>Member Council</b> | <b>Implication Details</b> |
|-----------------------|----------------------------|
| Town of Bassendean    | } Nil                      |
| City of Bayswater     |                            |
| City of Belmont       |                            |
| City of Kalamunda     |                            |
| Shire of Mundaring    |                            |
| City of Swan          |                            |

## **ATTACHMENT(S)**

1. A blank nomination form for the Office of Deputy Chairman of the RRC, nominate oneself (Ref: D2018/00447)
2. A blank nomination form for the Office of Deputy Chairman of the RRC, nominate another (Ref: D2018/00447)
3. Ballot paper – Election of RRC Deputy Chairman (Ref: D2018/00442)

## **VOTING REQUIREMENT**

Secret Ballot

## **RECOMMENDATION(S)**

That the members of the Resource Recovery Committee elect a Deputy Chairman.

The Chairman called for nominations for the Office of Deputy Chairman of the Resource Recovery Committee.

Cr McKenna nominated Cr Mykytiuk who accepted the nomination.

No further nominations were received.

## **ANNOUNCEMENT: OF THE OFFICE OF DEPUTY CHAIRMAN**

The Chairman declared, unopposed, Cr Mykytiuk as Deputy Chairman of the Resource Recovery Committee for the term commencing 8 March 2018 until 2019.



## **Nomination for Deputy Chairman of the Resource Recovery Committee**

To the Chief Executive Officer

I hereby nominate myself, \_\_\_\_\_ for the position of Deputy Chairman of the Eastern Metropolitan Regional Council Resource Recovery Committee for the term of Office commencing on the date of the election and continuing until the next ordinary elections day and/or other circumstances occur in accordance with section 5.11 of the *Local Government Act 1995*.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_



## **Nomination for Deputy Chairman of the Resource Recovery Committee**

To the Chief Executive Officer

I hereby nominate \_\_\_\_\_ for the position of Deputy Chairman of the Eastern Metropolitan Regional Council Resource Recovery Committee for the term of Office commencing on the date of the election and continuing until the next ordinary elections day and/or other circumstances occur in accordance with section 5.11 of the *Local Government Act 1995*.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

\*I \_\_\_\_\_ hereby certify that I accept the above nomination to the position of Deputy Chairman of the Eastern Metropolitan Regional Council Resource Recovery Committee.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**\*This certificate is to be completed when a Representative is nominated by another Representative.**





**Eastern Metropolitan Regional Council  
Resource Recovery Committee  
8 March 2018**

**BALLOT PAPER FOR THE  
ELECTION OF THE RESOURCE RECOVERY  
COMMITTEE DEPUTY CHAIRMAN**

***HOW TO VOTE***

**Place a tick ☒ in the box next to the candidate you want  
to elect.**

**Do not make any other marks on the ballot paper.**

**First Name, Last name**

**First Name, Last name**

**First Name, Last name**



**6 PETITIONS, DEPUTATIONS AND PRESENTATIONS**

Nil

**7 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

**7.1 MINUTES OF THE RESOURCE RECOVERY COMMITTEE MEETING HELD ON 8 JUNE 2017**

That the Minutes of the Resource Recovery Committee meeting held on 8 June 2017, which have been distributed, be confirmed.

**RRC RESOLUTION(S)**

MOVED CR LAVELL

SECONDED MR PEARSON

THAT THE MINUTES OF THE RESOURCE RECOVERY COMMITTEE MEETING HELD ON 8 JUNE 2017, WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.

**CARRIED UNANIMOUSLY**

**8 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

Nil

**9 QUESTIONS BY MEMBERS WITHOUT NOTICE**

Nil

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

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

The following report item is covered in Section 15 of this agenda.

10.1 RESOURCE RECOVERY FACILITY REQUEST FOR TENDER 2016-005

**11 BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING**

Nil



## **12 REPORTS OF EMPLOYEES**

### **12.1 WASTE MANAGEMENT COMMUNITY REFERENCE GROUP MEMBERSHIP**

**REFERENCE: D2018/02534**

#### **PURPOSE OF REPORT**

The purpose of this report is to seek Council endorsement of membership renewals for the Waste Management Community Reference Group (WMCRG).

#### **KEY ISSUES AND RECOMMENDATION(S)**

- The term of the current members of the WMCRG expires on 28 February 2018.
- The WMCRG has a role to advise the EMRC on waste education initiatives and the Resource Recovery Project.
- All existing members of the WMCRG have renominated for a further term of membership from 1 March 2018 to 31 August 2019 with the exception of Mr Berry Ambrose.
- EMRC Earth Carers were approached for nominations to the WMCRG.

#### **Recommendation(s)**

That Council:

1. Write to Mr Berry Ambrose acknowledging his service on the WMCRG since its inception.
2. Endorse the renomination of the following WMCRG members for an eighteen (18) month term expiring on 31 August 2019 and acknowledge their continuing support.
  - Ms Dianne Katscherian (Chairman);
  - Ms Ruth Kendall (Deputy Chairman);
  - Mr Anthony Fowler
  - Ms Carmel Luck.
  - Mr Edwin Dell;
  - Mr Malcolm Barker;
  - Mr Mark Simpson; and
  - Mr Ray Lewis.
3. Endorse the nomination of new member Ms Belinda Hamilton for an eighteen (18) month term expiring 31 August 2019.

#### **SOURCE OF REPORT**

Director Waste Services



*Item 12.1 continued*

## **BACKGROUND**

The WMCRG was formed in 2002 with membership drawn from the member Council areas.

The purpose of the WMCRG is to:

- a. Provide ongoing input and feedback to Council through the Resource Recovery Committee (RRC) on the Community Waste Education Program;
- b. Assist the EMRC with the development of further educational (ie. communicative, participatory, consultative) requirements for the Community Waste Education Program, by identifying the information needs of different groups in the community;
- c. Provide feedback on the development of key performance indicators for the ongoing monitoring of the Community Waste Education Program;
- d. Assess the social, environmental, economic and technical issues associated with proposed resource recovery technologies and report to the RRC;
- e. Provide advice and recommendations to Council, through the RRC, on issues associated with resource recovery technologies including site selection and technology selection; and
- f. Work with the environmental, social and economic sectors in an inclusive manner to achieve balanced outcomes for future waste management in the region.

## **REPORT**

The WMCRG has a core of long serving members who have continued to provide support and feedback to the EMRC in its waste education program and Resource Recovery Project. The membership of the WMCRG has been declining in recent years but has now stabilised with a group of nine (9) members.

The term of the current members of the WMCRG expires on 28 February 2018 and so in accordance with the Terms of Reference of the WMCRG, existing members were invited to renominate for another term of eighteen (18) months.

All existing members of the WMCRG, with the exception of Mr Berry Ambrose, have renominated for a further term of membership from 1 March 2018 to 31 August 2019. Mr Ambrose has declined to renominate for personal reasons and has served as a member of the WMCRG since its inception in 2003.

Whilst the membership is below the target of fifteen (15) members, the EMRC has struggled to recruit new members in recent years and we believe the current cohort is an adequate representation of community views across the region and are well informed on our education initiatives and the Resource Recovery Project. The existing members were selected based on their interest in waste management and waste education and their connections with other community groups.



*Item 12.1 continued*

The renominating existing members of the WMCRG are:

- Ms Dianne Katscherian (Chairman);
- Ms Ruth Kendall (Deputy Chairman);
- Mr Anthony Fowler;
- Ms Carmel Luck;
- Mr Edwin Dell;
- Mr Malcolm Barker;
- Mr Mark Simpson; and
- Mr Ray Lewis.

It is proposed to renew their memberships for a further term ending on 31 August 2019.

In addition, members of the EMRC Earth Carers group were approached to nominate for a term on the WMCRG. Earth Carers are members of the community who take part in the Earth Carers course to learn practical ways of reducing waste at home and in the community. Through the completion of the Earth Carers course, Earth Carers join a community of like-minded people and help to promote waste minimisation in the local community.

The Earth Carers course consists of five sessions over three weeks, and includes: guided tours, making your own green cleaning products, composting and worm farming demonstrations, learning what can be recycled in the community and tips to encourage others to reduce waste. The EMRC has been running this program since 2009 and holds two training sessions per year.

A nomination was received from Ms Belinda Hamilton. Ms Hamilton is a City of Kalamunda resident with a passion for recycling and for the last year and a half has been volunteering weekly at the Sunday Kalamunda Farmers Markets with a community stall, The Recycle inTent, which she initiated and set up herself. The nomination was assessed against the selection criteria and found to be acceptable and so this applicant is recommended for endorsement.

## **STRATEGIC/POLICY IMPLICATIONS**

Key Result Area 1 – Environmental Sustainability

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

## **FINANCIAL IMPLICATIONS**

Nil

## **SUSTAINABILITY IMPLICATIONS**

The Resource Recovery Facility and/or Resource Recovery Park will contribute toward minimising the environmental impact of waste by facilitating the sustainable use and development of resources.



*Item 12.1 continued*

## **MEMBER COUNCIL IMPLICATIONS**

| <b>Member Council</b> | <b>Implication Details</b> |
|-----------------------|----------------------------|
| Town of Bassendean    | } Nil                      |
| City of Bayswater     |                            |
| City of Belmont       |                            |
| City of Kalamunda     |                            |
| Shire of Mundaring    |                            |
| City of Swan          |                            |

## **ATTACHMENT(S)**

Nil

## **VOTING REQUIREMENT**

Simple Majority

## **RECOMMENDATION(S)**

That Council:

1. Write to Mr Berry Ambrose acknowledging his service on the WMCRG since its inception.
2. Endorse the renomination of the following WMCRG members for an eighteen (18) month term expiring on 31 August 2019 and acknowledge their continuing support.
  - Ms Dianne Katscherian (Chairman);
  - Ms Ruth Kendall (Deputy Chairman);
  - Mr Anthony Fowler;
  - Ms Carmel Luck.
  - Mr Edwin Dell;
  - Mr Malcolm Barker;
  - Mr Mark Simpson: and
  - Mr Ray Lewis.
3. Endorse the nomination of new member Ms Belinda Hamilton for an eighteen (18) month term expiring 31 August 2019.



*Item 12.1 continued*

Discussion ensued

The CEO provided a brief overview of the long serving WMCRG members and that with the exception of Mr Berry Ambrose, remaining members accepted the invitation to renominate.

The CEO advised that the EMRC had advertised for expression of interest in the past however, this had not always been successful. To expedite the process, graduates from the EMRC Earth Carers group were approached and Ms Hamilton accepted the nomination with the support of the WMCRG members. The 18 months basis is in accordance with the WMCRG Terms of Reference.

**RRC RECOMMENDATION(S)**

MOVED CR O'CONNOR

SECONDED CR KOVALEVS

That Council:

1. Write to Mr Berry Ambrose acknowledging his service on the WMCRG since its inception.
2. Endorse the renomination of the following WMCRG members for an eighteen (18) month term expiring on 31 August 2019 and acknowledge their continuing support.
  - Ms Dianne Katscherian (Chairman);
  - Ms Ruth Kendall (Deputy Chairman);
  - Mr Anthony Fowler;
  - Ms Carmel Luck.
  - Mr Edwin Dell;
  - Mr Malcolm Barker;
  - Mr Mark Simpson: and
  - Mr Ray Lewis.
3. Endorse the nomination of new member Ms Belinda Hamilton for an eighteen (18) month term expiring 31 August 2019.

**CARRIED UNANIMOUSLY**



**13 REPORTS OF DELEGATES**

Nil

**14 NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE CHAIRMAN OR PRESIDING MEMBER OR BY DECISION OF MEETING**

Nil

**15 CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC**

**RECOMMENDATION (Closing meeting to the public)**

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

**RRC RESOLUTION**

MOVED MR COTEN

SECONDED MR LUTEY

THAT THE MEETING BE CLOSED TO MEMBERS OF THE PUBLIC IN ACCORDANCE WITH SECTION 5.23 (2)(C) OF THE *LOCAL GOVERNMENT ACT 1995* FOR THE PURPOSE OF DEALING WITH MATTERS OF A CONFIDENTIAL NATURE.

**CARRIED UNANIMOUSLY**

The doors of the meeting were closed at 5:11pm and members of the public departed the Council Chambers.

The Director Waste Services, Director Corporate Services, Manager Resource Recovery, Cr Palmer, City of Bayswater and Administration Officer remained in Council Chambers.

**15.1 RESOURCE RECOVERY FACILITY REQUEST FOR TENDER 2016-005**

**REFERENCE: D2018/02486**

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

The Committee considered the Confidential Item circulated with the Agenda under Separate Cover.

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

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

**RRC RESOLUTION**

MOVED CR KOVALEVS

SECONDED CR MCKENNA

THAT THE MEETING BE RE-OPENED, THE MEMBERS OF THE PUBLIC BE INVITED TO RETURN TO THE MEETING AND THE RECOMMENDATIONS PASSED BEHIND CLOSED DOORS BE RECORDED.

**CARRIED UNANIMOUSLY**





*Item 15.1 continued*

The doors of the meeting were re-opened at 5:25pm and the members of the public returned to the Council Chambers.

Recording of the recommendations passed behind closed doors, namely:

**15.1 RESOURCE RECOVERY FACILITY REQUEST FOR TENDER 2016-005**

**REFERENCE: D2018/02486**

**RRC RECOMMENDATION(S)**

MOVED CR O'CONNOR

SECONDED MR COTEN

That Council notes the advice received from the Town of Bassendean and the City of Bayswater regarding their respective resolutions on the RRF Project.

**CARRIED 9/3**

**16 FUTURE MEETINGS OF THE RESOURCE RECOVERY COMMITTEE**

The next meeting of the Resource Recovery Committee will be held on **Thursday, 5 April 2018 (if required) (if required)** at the EMRC Administration Office, 1<sup>st</sup> Floor, Ascot Place, 226 Great Eastern Highway, Belmont WA 6104 commencing at 5:00pm.

**Future Meetings 2018**

|          |    |           |               |    |                            |
|----------|----|-----------|---------------|----|----------------------------|
| Thursday | 5  | April     | (if required) | at | EMRC Administration Office |
| Thursday | 10 | May       | (if required) | at | EMRC Administration Office |
| Thursday | 7  | June      | (if required) | at | EMRC Administration Office |
| Thursday | 5  | July      | (if required) | at | EMRC Administration Office |
| Thursday | 9  | August    | (if required) | at | EMRC Administration Office |
| Thursday | 6  | September | (if required) | at | EMRC Administration Office |
| Thursday | 4  | October   | (if required) | at | EMRC Administration Office |
| Thursday | 22 | November  | (if required) | at | EMRC Administration Office |

**17 DECLARATION OF CLOSURE OF MEETING**

There being no further business, the Chairman declared the meeting closed at 5:26pm.