



INFORMATION BULLETIN

Issue No. 86



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Odour Management Key Stakeholders Working Group –
Minutes July 2024

Mindarie Regional Council
Odour Management Key Stakeholder
Working Group

28 June 2024 Meeting – **Minutes**

Released 04/07/2024



Date: 28 June 2024, 11 pm

Location: Mindarie Regional Council

Attendance:

Executive Manager Operations (EMO)

Environmental Supervisor (ES)

Odour Consultant (OC)

Odour Data Assistant (ODA)

Chief Executive Officer (CEO)

Landfill Leading Hand (LLH)

Apologies:

Waste Management Coordinator (WMC)

ELO: D-24-0005898

1. MRC – OMKS – Previous Meeting – completed actions

- DWER Community Update website
 - **Proposed Action: MRC to request from the DWER if any community residences have requested added information –**
 - **Update: awaiting their reply,**
 - **Action: reach out to the DWER for a reply on 17.4.2024**
 - **Action: have not heard, seek DO advice for action**

Hi Kathrine

I have been provided with the following page view data for DWER's Community Update page. The figures are a total since the page went live on the WA.gov.au website on 20th September 2023.

Page	Views	Users	Avg Engagement Time
/service/environment/environment-information-services/tamala-park-landfill	690	517	45 seconds

The updated wording for the page is with our Director to approve so I am hopeful it will go live in the next week or so.

Kind Regards

- Community Engagement Plan – Questionnaire
 - **Questionnaire - completed results in open discussions below.**
- Odour Management Plan
 - **Update on deliverable timeline – Mid-July 2024.**
- Budget - Council outcomes
 - **DWER and OC informed of council outcomes. EMO held an independent meeting regarding odours.**
- Landfill Gas Emission Investigation
 - **EDL is connecting into the leachate and extracting any landfill gas present – completed.**

- Landfill operators' technique for burying leachate pipe has been amended to reduce likelihood of landfill gas being emitted from the slotted pipe - completed
- Canister testing Source quotes for landfill gas odour testing – matching landfill gas (from landfill) to landfill gas (from power station). – requesting quotes
- ES investigating the last time the landfill gas wells were installed in the landfill and the gas capture of the gas wells previously installed. – completed, discussion with EDL to provide a draft drilling/well installation plan mid July 2024
- Raised the issue of landfill gas odour in the staff toolbox talks - completed

2. MRC – OMKS – Working Group

Open discussion:

1. Community Engagement Plan –

1. Questionnaire

- Outcomes of the questionnaire

Results:

Sent /Emailed		231	Questionnaire sent to 231 people - was at the time the number of listed complainants	
Replies		102	3	Complained about the form and didn't fill out
			98	Questionnaire responses
Suburb			47	Kinross
			35	Catalina/Clarkson
			13	Mindarie
			3	Other/ or no response
			98	
Number of years in property			16	1-2 years
			17	2-5 years
			31	6-10 years
			33	10 years +
			1	no data
			98	
Odour description		Mostly reported	Rubbish/garbage, sour or acid, gassy/chemical, sewerage	
Time		30	3-6pm	
		55	6-9pm	

From the summary sheet within the spreadsheet, the following key questions were raised, see below,

1. Is the smell affecting my health?

Group discussion:

OC: this is a really difficult one to explain. A person exposed to odour may feel physically ill, I mean physically, (can't breath, trying not to take in any more of the odour) however this reaction, is not the odour concentration (parts per million/

billion, in the air) that is making them physically ill (direct exposure) but rather the body's reaction to the discomfort the odour brings.

The concentration levels of odours within the community are not high enough to cause direct exposure symptoms, however, the symptoms are from the discomfort of odour and how it impacts on your way of life are real and being experienced. Thus impacting on your health and wellbeing (indirect impact).

2. What tests are undertaken to show health effects?

ES: Routine testing of ambient exposure (summer and winter). Results are assessed against Work Safe standards for exposure triggers. No exposure levels have triggered the standard.

EMO: 30+ staff work outside, routinely 6 in the landfill itself. Yes, it does smell and sometimes really bad. Working in open air means that the levels of odour concentrations are significantly lower than if you worked in an enclosed waste sorting facility.

3. When will Tamala Park be closed?

EMO: There are two scenarios to this:

- ✓ *Business as usual – all waste from the residents that live in Wanneroo, Joondalup, Stirling, Victoria Park, Cambridge, Perth and Vincent (750,000 residents) continue to be delivered at Tamala Park.*
 - ***In 2 years, the landfill will close to accepting rubbish.***
- ✓ *Waste to Energy – some councils move to Waste to Energy (rubbish is taken to an incinerator and processed to produce electricity).*
 - ***In 4 years, the landfill will close to accepting rubbish.***

Suggestion: a count down clock to closing on the website?

4. What steps are taken to prevent odours?

- *No night loads being delivered on site*
- *No odorous loads delivered after 3pm*
- *Increase charges to discourage odorous loads*
- *Zeolite being spread on landfill*
- *BioWish being sprayed into leachate ponds*
- *EcoSorb being sprayed daily on the afternoon cell*
- *Daily cover of limestone*

5. What has changed that the odour is now noticed more regularly?

The landfill is filling up. Meaning that the rubbish being delivered to the landfill is being placed at a point higher than the ground level. Weather/ breeze can blow odours more easily into neighbouring suburbs.

Around 2 years ago the organic content within the waste being delivered increased.

6. Is Tamala Park at capacity?

The landfill has <1,390,000 cubic meters of landfill airspace remaining. This equates to approximately 1,251,000 million tonnes of waste material still to arrive on site.

When Tamala Park first opened, it had the capacity to receive 10 million tonnes of waste.

7. What are the future plans for rubbish disposal?

- *The WtE contract would result in Tamala Park redirecting nearly 50% of its incoming waste streams to a processing facility down South.*
- *Should member councils resolve to implement FOGO collection services following the tender which MRC is currently evaluating, then it is estimated*

that another 14% of organic waste matter would transfer from their residential kerbside Red bin to the Green bin. The Green bin contents would then be delivered to the FOGO processing facility, resulting in a reduction in organic matter being landfilled at Tamala Park.

- *As this stage the Landfill Cells are expected to reach capacity by 2028. However, this only stops waste coming to the landfill site. The wider site will still accept residential waste at the onsite transfer station and recycling facility, at much reduced rates. These sites are intended to stay operational post landfill closure. The waste material accepted from these sites is not odorous and will continue to need to be transferred off site for processing.*

Action: the leadership team will discuss the answers to the questions and decide if the answers are included in the reply to all odour complaints that are registered on the system.

2. Community Interviews

- OC reaching out to individual community members, long-standing community members, and regular shares of odour experiences.
- 2 – Mindarie, 2 – Kinross, 2 – Clarkson

Discussion: The group, upon advice from the OC, discussed that the questionnaire is a far better way to hear the concerns of the community than one on one interviews/discussions with key community members.

On hold until further notice

3. The group discussed the possibility of holding a 'Town Hall' meeting for the community and councillors to attend, to give the community a greater 'voice' and allow the opportunity for the MRC to provide clarity on the current situation and future mitigation measures.

Given the MRC's lack of outward-facing staff, up to now, this has been something which has been difficult to contemplate. The group agreed that this would be a good step to take.

The CEO committed to move this forward.

2. Budget Discussion:

- 2024/25 Budget
 - Investigation of Leachate Treatment Plant options
 - Preliminary investigations underway

EMO – council meeting held on 27th June – outcomes of the CIP pending

- Capping of the Western side of the landfill
 - August 2024 mobilising to the site

3. Weather Station:

- RFQ – Awarded to Raich and Associates for a 3-year (1 +1) contract to upgrade the weather station, service, maintenance and annual subscription to Envirodata.

4. Mitigation – 8-week Misting Cannon

The Misting Cannons are expected to be operational by the 8th of July and will run for 8 weeks at a cost of \$145,000. The cannons will be run at nighttime when most odours are experienced.

- Update
 - ✓ Cannons (4) have arrived on site
 - ✓ Two will be located to the north and two to the south.
 - ✓ Currently, MRC is finalising the infrastructure that accompanies the cannons. With it due to be completed by the end of the 5 July 2024

3. Operations Optimisation Programs to reduce odours

Operational activity to reduce odours on-site during February and March 2024

Item	Activities on-site to reduce odour issues	Comments
Landfill	Zeolite	Spread onto ponding area
	Odorous Loads/ Special Burials/	Restricted hours applied to Biosolid deliveries, covered straightaway by the next incoming load.
	Covering the waste	150mm limestone
	Landfilling bench	5m reduced to 3.5m
	New Vibrating Roller arriving to site	Due 10 June 2024
Power Station	Generated Kwh	TBP
	Efficiencies – Tonnes CO _{2-e} Abated	TBP
Landfill gas	Landfill Gas Monitoring	Within Licence Condition parameters
	Efficiencies	May 2024 Wellfield adjustment Program - completed
Leachate	Leachate pond	BioWish added once a week. Ecosorb daily

4. Special Investigations/ Events

Landfill Gas Emission Investigation

Update:

A local drill company's name has been provided to EDL where both parties can discuss the possibility of shallow / horizontal / sacrificial wells on the landfill

5. Community Odour Complaints Register for May 2024

May 2024

During May 2024, one hundred and seventy-five (175) community odour complaints were registered. However, 44 registered complaints were blowing in the wrong direction.

Graphs of the May 2024 – Community Odour Complaints –

1. 25 days of 31 for May 2024 – odours were lodged, 6 days where zero odours experiences were lodged;
2. 116 odour complaints were identified.
3. 44 odour complaints were blowing in the wrong direction; and
4. 15 odour complaints did not provide enough data to investigate. They are lodged in the register as – No Data Provided (NDP).

Of the odour complaints registered

- 32 odours lodged from Clarkson/Catalina, 66 odours lodged from Mindarie, 75 from Kinross and 1 from Ridgewood
- Majority of odour reports were lodged outside of working hours
- Majority of odours reported as occurring outside of business hours

Odour Register Group

- 118 new residents registered odours complaints/76 existing

Month of May 2024													
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Confirmed Odour Impact	not investigated/ no impact	Different Complaints for that week	New Complaints for that week	Existing Complaints	
Date of the month			1	2	3	4	5						
Total Confirmed (+ possible) Odour events			0	24	2	4	4	34	6	33	20	13	
Operational Information													
External Agencies Notified (By Odour Complaint (BOC), MRC			D/VER, MP	D/VER, MP		D/VER, MP	D/VER, MP						
Date of the month	6	7	8	9	10	11	12						
Total Confirmed Odour events	2	4	1	11	1	0	1	26	6	28	9	19	
Operational Information													
External Agencies Notified (By Odour Complaint (BOC), MRC		D/VER, MP		D/VER, MP	D/VER, MP	D/VER, MP	D/VER, MP						
Date of the month	13	14	15	16	17	18	19						
Total Confirmed Odour events	1	5	3	5	5	1	1	27	14	13	0	13	
Operational Information					E ESE winds	E ENE winds	E ENE winds						
External Agencies Notified (By Odour Complaint (BOC), MRC	D/VER, MP	D/VER, MP	D/VER, MP	COV, D/VER, MP	D/VER, MP	D/VER, MP	D/VER, MP						
Date of the month	20	21	22	23	24	25	26						
Total Confirmed Odour events	2	1	3	4	8	0	0	18	23	30	11	19	
Operational Information					rain	rain							
External Agencies Notified (By Odour Complaint (BOC), MRC	D/VER, MP												
Date of the month	27	28	29	30	31								
Total Confirmed Odour events	3	1	0	0	5			9	6	14	2	12	
Operational Information	rain	rain	rain	rain	rain								
External Agencies Notified (By Odour Complaint (BOC), MRC	D/VER, MP												
Total Confirmed Odour Impact	14	11	7	44	27	5	6	114					
Total for Month								114	55	118	42	76	
Total Confirmed Odour Events The Year to date May 2024													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Nov	Oct	Nov	Dec
Monday	8	11	12	30	14								
Tuesday	9	11	10	15	11								
Wednesday	3	11	7	11	7								
Thursday	3	9	6	6	44								
Friday	4	1	3	4	27								
Saturday	4	6	3	10	5								
Sunday	5	3	6	11	6								
Total Confirmed Odour Events	41	52	53	87	114								
Year to Date - Confirmed Odour Events	41	93	146	233	347								

6. External Correspondence

Letter from the DWER requesting information on:

1. Detailed strategies of the odour management and changes proposed on premises
2. A detailed timeframe for when these actions will be undertaken
3. Details of the method of treatment and how any risks and emission will be managed and minimised during these proposed actions
4. Details of monitoring to be undertaken to assess the effectiveness of the actions undertaken on the premise

The MRC will provide a letter to the DWER by COB 1 July 2024 regarding the questions raised above.

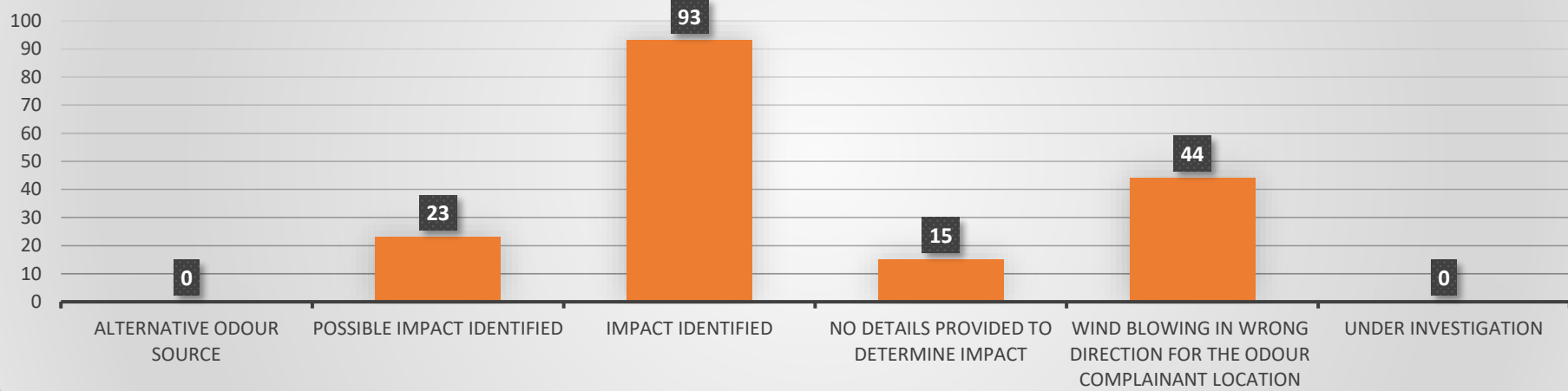
7. Key Meetings/ Events Ahead

Nil

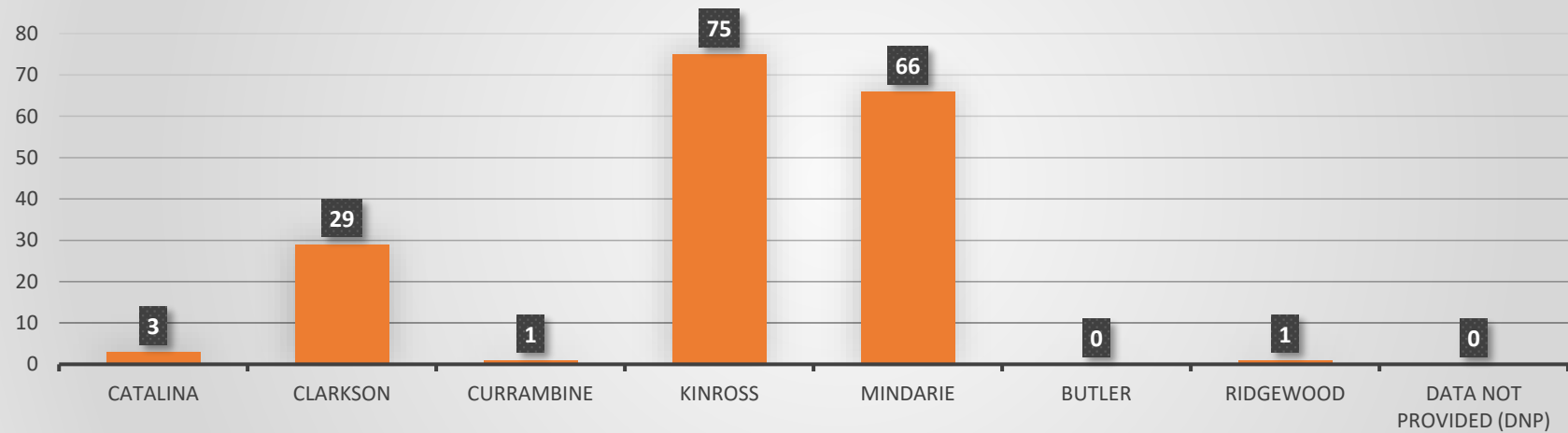
8. Next Meeting

July 2024

Event Odour Outcomes May 2024



Complaint Location May 2024



Odour Management Key Stakeholders Working Group –
Minutes August 2024

Mindarie Regional Council
Odour Management Key Stakeholder

Working Group

23 Aug 2024 Meeting – **Minutes**

Released 17.9.2024



Date: 23 August 2024, 1 pm

Location: Mindarie Regional Council

Attendance:

Acting Chief Executive Officer (A/CEO)

Projects and Procurement Manager

Environmental Supervisor (ES)

Odour Consultant (OC)

Odour Data Assistant (ODA)

Operations Supervisor (OS)

Communications Specialist (CS)

Apologies:

Nil

ELO: D-24-0008402

1. MRC – OMKS –Previous Meeting – completed actions

1. Odour Management Plan

- Update on deliverable timeline – Mid-July 2024.
- Draft document has arrived, MRC to review

2. Landfill Gas Emission Investigation

- Provider is connecting into the leachate and extracting any landfill gas present – completed.

- Landfill operators' technique for burying leachate pipe has been amended to reduce the likelihood of landfill gas being emitted from the slotted pipe - completed
 - Canister testing Source quotes for landfill gas odour testing – matching landfill gas (from landfill) to landfill gas (from power station). – requesting quotes
 - Discuss the quotes and requirements of the site
 - ES investigating the last time the landfill gas wells were installed in the landfill and the gas capture of the gas wells previously installed. – completed, discussion with EDL to provide a draft drilling/well installation plan mid-July 2024
 - Providers are delayed in providing draft drilling/well installation due to the current capping redesign requirements
 - New Action: MRC to meet and discuss the drilling/ well program
 - Raised the issue of landfill gas odour in the staff toolbox talks - completed
 - Questionnaire
 - Outcomes of the questionnaire
 - Questionnaire questions/answers discussed in the last meeting were approved by the leadership team and placed on the website. Plus the questions/ answers are sent as an attachment to each complainant's replied email.
 - The MRC's newly appointed Communications Specialist, has revisited the information and provided an improved document to be placed on the website
 - Community Engagement
 - The group discussed the possibility of holding a 'Town Hall' meeting for the community and councillors to attend, to give the community a greater 'voice' and allow the opportunity for the MRC to provide clarity on the current situation and future mitigation measures.
 - Given the MRC's lack of outward-facing staff, up to now, this has been difficult to contemplate. The group agreed that this would be a good step to take.
 - The CEO committed to moving this forward.
 - Update:

Currently, individual councillors are organising community sessions, MRC CEO will attend as a guest to:

 - Cr Hutton CoJ, Community Forum on the 4th of October 2024
 - Cr Bedworth CoW is holding a Community Forum on the 30th of September 2024
 - Budget Discussion:
 - 2024/25 Budget
 - Investigation of Leachate Treatment Plant options
 - Preliminary investigations underway
- EMO – council meeting held on 27th June – outcomes of the CIP pending

Update: Critical Infrastructure plan presented to Council on 27.6.2024, detailed reports on individual items to be brought back to Council for endorsement.

- Weather Station:
 - RFQ – Awarded to Raich and Associates for a 3-year (1 +1) contract to upgrade the weather station, service, maintenance and annual subscription to Envirodata.
 - Completed
- Letter from the DWER requesting information on:
 1. Detailed strategies of the odour management and changes proposed on premises
 2. A detailed timeframe for when these actions will be undertaken
 3. Details of the method of treatment and how any risks and emission will be managed and minimised during these proposed actions
 4. Details of monitoring to be undertaken to assess the effectiveness of the actions undertaken on the premise

MRC will provide a letter to the DWER by COB 1 July 2024 regarding the questions raised above.

Update: Completed

2. MRC – OMKS – Working Group

Open discussion:

- **Community Engagement –**
 - Updated the automated response to the on-line complaint form
 - When did you first experience the problem smell
 - Updated the online complaint form
 - Updated the MRC's website automated response to the community odour complaint to provide more information to residents in the first instance. More detailed response follows this
 - MRC staff who take telephone calls now have a 'problem smells' guide to help them better answer calls/complaints from residents
 - City of Joondalup Councillor– Lewis Hutton – organised a meeting
 - City of Wanneroo Councillor – Phil Bedworth - organised a meeting
 - Access to MRC/ DWER Licence link
 - https://www.der.wa.gov.au/component/k2/itemlist/filter?fitem_all=Mindarie&moduleId=94&Itemid=175
 - DWER website link with the MRC website
 - Action: CS to place on MRC website
 - Potential for additional information to be added to the website
 - Discussions/ suggestions:
 - rainy season messages;

- weekly information;
- changes to operations; as appropriate.

- **Budget Discussion:**

- 2024/25 Budget
 - Investigation of Leachate Treatment Plant options
 - Preliminary investigations underway
 - Update: The pilot study is being discussed
- Capping on the Western side of the landfill
 - Update: cut and fill has been completed, which was adding to the problem smells. The formation layer is currently being installed.

- **DWER – Engagement**

- **Community Website update**
- **DWER community odour complaints registered**
 - MRC requested Community Odour Complaint numbers registered with the DWER. They have sent one email.
 - Action: Sent an email requesting information 23.8.2024 AM.
- Question: can the MRC website address be placed on the DWER community website
 - Action: CS to contact DWER with request to link to new MRC information and complaints form

4. Mitigation – 8-week Misters

The misters are expected to be operational by the 8th of July and will run for 8 weeks at a cost of \$145,000. The misters will be run at nighttime when most odours are experienced.

- Update
 - Misters (4) have arrived on site
 - Two will be located to the north and two to the south.
 - Currently, MRC is finalising the infrastructure that accompanies the Misters. Due to be completed by the end of the 5 July 2024

Update: The mister trial is ongoing.

5. Data collection and recording

- MRC is aware of Facebook campaigns regarding odours, however, organisation is not on any Facebook groups
- DWER licence, condition 33, pg 14/15

33. The Licence Holder must:

- (a) implement a complaints management system that shall record the following information (if known or provided) about complaints received at the Premises concerning any environmental impact of the activities undertaken at the Premises:
 - (i) name and address of the complainants (if consented);
 - (ii) date and time of complaint;
 - (iii) date and time of alleged incident;
 - (iv) alleged source of the incident;
 - (v) general description of the alleged incident, including any environmental or health impacts reported by the complainant;
 - (vi) wind direction, wind speed and temperature at time of alleged incident;
 - (vii) likely source of the alleged incident; and

L9395/2023/1 – Amended 10 November 2023.

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Department of Water and Environmental Regulation

- (viii) actions taken by the Licence Holder to address the complaint, including the outcome of any investigation(s) and action(s) to verify any impacts.
- (b) complete an annual analysis and review of complaints recorded under 35(a) to identify any common factors and root cause of complaints and proposals to address these.

6. Recent Odour Survey on site

- Outcome:
 - Report due by the end of month
 - Preliminary findings
 - Three main smells – gassy, dirty gassy, leachate
 - Two minor smells – landfilling of rubbish, old rubbish

- Heat generated from landfill processes might create its own microclimate (like a fire does by drawing in air, raising and then being pushed along with breeze).
 - Action – hire heat gun/ drone sensors (to follow the plume)

7. Comment problem smells – recorded

	June	July	August (22.8.2024)
Garbage / Rubbish	7	30	21
Sour / Acid / Milk	1	0	2
Chemical / Gassy	17	20	9
Paint thinners	0	0	0
Medical	0	0	0
Burnt / Smoking	0	1	1
Sewerage/septic	6	6	7
Rotten Eggs	2	2	5
Smells	81	71	43
Putrid/rancid	77	80	79
No description in the complaint	3	0	0
Other / listed in comments	0	0	4
Toxic	12	6	5
Landfill	0	0	2
Dead	1	0	0

New complaints

Month	No.
June	89
July	63
August (so far)	55
Total complaints year to date	431

8. Tarps – re-instate discussions

- Re-instating the use of tarps as potential mitigation for odour
- DWER Licence Conditions
- Landfilling operations
- Tarps specifications/ service/ maintenance
- D-23-0006786 – under interim solutions, point 3

“3) MRC will cover the tip face with cover material promptly. As a consequence, the Tarpomatic system will be indefinitely discontinued from service and no longer utilised. “

Table 3: Cover requirements

Waste Type	Cover requirements
Inert Waste Type 1	No cover required
Inert Waste Type 2	To be covered by the end of the working day in which the waste was deposited with sufficient quantities (at least 150 mm) of inert waste type 1, or clean fill, or other appropriate cover material to control odour, reduce fire-risk and prevent the spread and harbouring of disease vectors.
Putrescible wastes	
Contaminated Solid Waste	
Special Waste Type 1	To be covered with a 1000 mm of inert waste type 1, clean fill, or putrescible waste as soon as practicable after deposit and before being compacted to prevent the release of asbestos fibres as a result of compaction and other landfilling activities.
Special Waste Type 2	To be covered with 1000 mm of inert waste type 1 or clean fill as soon as practicable and before compaction.

Action:

Further discussion with operations on the logistics/effectiveness, if implemented

3. Operations Optimisation Programs to reduce odours

Operational activity to reduce odours on-site during February and March 2024

Item	Activities on-site to reduce odour issues	Comments
Landfill	Zeolite	Spread onto the ponding area
	Odorous Loads/ Special Burials/	Odorous loads are no longer accepted on site.

	Covering the waste	150mm limestone
	Landfilling bench	5m reduced to 3.5m
	New Vibrating Roller	Arrived and used periodically
Power Station	Generated Kwh	TBP
	Efficiencies – Tonnes CO ₂ -e Abated	TBP
Landfill gas	Landfill Gas Monitoring	Within Licence Condition parameters
	Efficiencies	July 2024 Wellfield adjustment Program – completed, August due to be completed by end of the month
Leachate	Leachate pond	BioWish added once a week. Ecosorb as required during trial

4. Special Investigations/ Events

Nil

5. Community Odour Complaints Register for June and July 2024

June 2024

During June 2024, two hundred and nine (209) community odour complaints were registered.
22 days during June, odour complaints were registered.

July 2024

During July 2024, one hundred and eight-two (182) community odour complaints were registered.
29 days during July, odour complaints were registered.

6. External Correspondence

MRC Community Meeting:

See comments above

7. Key Meetings/ Events Ahead

See comments above

8. Next Meeting

Sept 2024

WALGA Submission – Waste Avoidance and Resource
Recovery Strategy 2030 -Consultation Draft (July 2024)

Submission on the *Waste Avoidance and Resource Recovery Strategy 2030 – Consultation Draft*

July 2024

About WALGA

The Western Australian Local Government Association (WALGA) is an independent, member-based, not for profit organisation representing and supporting the WA Local Government sector. Our membership includes all 139 Local Governments in the State.

WALGA uses its influence, support and expertise to deliver better outcomes for WA Local Governments and their communities.

We advocate to all levels of Government on behalf of our Members, and provide expert advice, services and support to Local Governments.

WALGA's vision is for agile and inclusive Local Governments enhancing community wellbeing and enabling economic prosperity.

Acknowledgement of Country

WALGA acknowledges the continuing connection of Aboriginal people to Country, culture and community. We embrace the vast Aboriginal cultural diversity throughout Western Australia, including Boorloo (Perth), on the land of the Whadjuk Nyoongar People, where WALGA is located and we acknowledge and pay respect to Elders past and present.

Introduction

WALGA is pleased to provide comment on the Waste Authority's [*Waste Avoidance and Resource Recovery Strategy 2030 – Consultation draft*](#). The Consultation Draft (draft Strategy) has been developed based on a public consultation process that commenced with the release of Waste Strategy Directions Paper in mid-2023. WALGA made a [Submission](#) on the Directions Paper and many of the issues raised have been incorporated into the draft Strategy – including an increased focus on waste avoidance and regional and remote waste management.

The *Waste Avoidance and Resource Recovery Act 2007* identifies the purpose of the Waste Strategy as:

to set out, for the whole of the State –

(a) a long term strategy for continuous improvement of waste services, waste avoidance and resource recovery, benchmarked against best practice; and

(b) targets for waste reduction, resource recovery and the diversion of waste from landfill disposal.

The draft Strategy sets out a new vision, strategic priorities and targets for the five-year period 2024-29, as well as five key priority areas which will be the focus for the waste strategy roadmap detailing the State Governments' key initiatives and actions over the next five years.

The priorities are:

- **Better outcomes for regional and Aboriginal communities:** ensuring adequate and appropriate waste infrastructure and services to meet their needs.
- **Increasing our focus on waste avoidance:** avoiding waste generation through reuse, repair and maintaining the value of products and materials for as long as possible.
- **Better management of priority materials:** improved recycling of high impact materials and priority waste streams.
- **Realising the economic potential of recycling:** fulfilling the potential recovery of value and resources, increasing infrastructure investment.
- **Contingency planning and climate resilience:** strengthening the waste sector's planning, adaptability and response to emergency events.

This Submission has been developed with input from Local Governments and Regional Councils. It examines the current progress against targets, identifies areas of the new strategy supported by Local Government and makes recommendations for clarifications or improvements to ensure a fit for purpose strategy for WA Local Governments.

Current Waste Strategy Implementation

The draft Strategy outlines the current targets for 2025, as set by the 2019 Waste Strategy, will not be met, although there has been positive movement in most areas. The draft Strategy, along with the Waste Authority's 23/24 Business and Action Plan, highlights in coming years waste to energy and the further implementation of FOGO systems is anticipated to reduce the amount of Waste Levy funds collected, and potentially the amount available for strategic waste management funding.

WALGA has a clear [Policy Statement](#) on the Levy which articulates the position that all funds raised through the Levy should be used for strategic waste management purposes. Local Government **strongly opposes the application of the Levy to non-waste management related activities**, such as funding State Government core activities that should be funded from consolidated revenue.

Levy funds should be expended on programs that:

- a) Support the achievement of targets, and reflect the priorities, within the State Waste Strategy
- b) Provide adequate funding and support for Regional Councils, non-metropolitan and metropolitan Local Governments, ensuring the difference in regional priorities are recognised
- c) Fully fund the life-cycle costs of infrastructure and services
- d) Facilitate the development, implementation and ongoing operation of Product Stewardship Schemes.

WALGA acknowledges the anticipated decrease in Levy funds collected and reiterates its position that **all funds raised through the Levy should be directed to strategic waste management purposes** to enable the achievement of the proposed strategy targets. WALGA's position is also clear that the Levy **should not be applied to waste generated in the non-metropolitan area** or to waste received at premises undertaking licensed activities whose primary purpose is resource recovery.

Vision and key principles

The draft Strategy sets out the revised vision of:

A sustainable, low-waste future powered by a circular economy, where our communities, economies and environment thrive.

A longer vision statement is also included in the draft Strategy, which goes into more detail on the key elements of the vision. The vision is supported by four key principles:

1. Reduce the impact of waste on the environment and climate.
2. View waste management as an essential service.
3. Share responsibility and empower everyone to make changes.
4. Ensure circular economy benefits are felt by all communities.

WALGA supports the revised focus for the vision to include circular economy principles across all levels of government and industry sectors, as a circular economy cannot be achieved by focusing on effective waste management only. The four principles identified are supported, however it is not clear what role they play within the Strategy, and if they are intended to be monitored or reported against.

Recommendation: Clarify the role of the four principles identified in the draft Strategy.

In the detailed draft Strategy vision, product stewardship is identified as a foundation. WALGA **strongly supports the inclusion of product stewardship as a foundation of the Strategy's vision.**

The challenge for the WA Government, to implement product stewardship, is that much of the action is taking place at a national level. WALGA is advocating for the Commonwealth Government to implement effective Product Stewardship schemes, for all products, that drive environmentally and socially sustainable outcomes through the design, manufacture and distribution of products that can be more easily reused, repaired, recovered or recycled.

If national action is not progressed within a reasonable timeframe or in a way that meets the needs of the Western Australian community, then Local Government supports a State based approach to Product Stewardship.

National product stewardship action has been progressed on key materials including e-waste and packaging, however a shift in focus at the Commonwealth level has seen the development and implementation of these schemes delayed, with further work expected to occur in late 2025-26.

The delay in implementation of the broader e-waste scheme is anticipated to further raise costs for Local Governments providing e-waste recycling services, as increased public awareness of the State Government e-waste to landfill ban is likely to increase the amount of e-waste items brought to collection points for recycling. State Government support is therefore required to assist Local Government in providing e-waste collections and meeting the associated recycling and transport costs, until an effective national product stewardship scheme is in place for all e-waste.

Recommendation: The WA State Government undertake advocacy, at a national level, to implement effective product stewardship for priority materials (packaging, electronic waste, tyres and mattresses).

The circular economy diagram included in the draft Strategy highlights the benefits of a circular economy, however is missing the key element of **designing products for circularity**, as the design stage determines whether and to what extent a product can be reused, repaired or recycled. While work has been initiated at a national level to implement mandatory design standards for packaging, continued advocacy is required to ensure products entering the market are designed to maintain the highest value as long as possible.

Recommendation: The WA State Government undertake advocacy, at a national level, to implement design standards for products entering the market to ensure they can be easily reused, repaired, recovered or recycled.

2030 Targets

The targets presented in the draft Strategy have been retained from the current Strategy, under the key goals of Avoid, Recover and Protect. New targets have been included for each goal, along with two targets to cover all three areas (Figure 1).



Figure 1: Draft Strategy Targets

Overarching Avoid-Recover-Protect targets

There are two overarching Targets in the draft Strategy:

- All waste is managed and/or disposed of using better practice approaches and facilities
- Reduce disposal of organic waste to landfill by 50% (from 2019-20 levels)

The first target is a variation of a target included in the current Waste Strategy (under the Protect heading – all waste is managed/disposed to better practice facilities). In a previous [submission](#) WALGA questioned the position of better practice guidance in a regulatory context and how implementation would be monitored and enforced. Currently only one better practice guidance document has been developed for facilities, for collection there are kerbside and vergeside and drop off better practice guidance. For regional and remote Local Governments with limited resources any better practice approach is likely to require significant support to implement.

Better practice approaches should build on the regulatory frameworks in place for waste facilities, rather than being compliance-based, and be developed in consultation with industry to ensure effective implementation.

Recommendation: The Department ensure there are sufficient resources in place to develop better practice guidance, in consultation with stakeholders, and implement any new practices, processes or infrastructure.

The development of the Recovered Materials Framework is understood to be in progress, and will be essential in ensuring end users have high confidence in the quality and safety of products derived from recovered materials through developing consistent, outcomes-based standards and investment certainty.

Recommendation: The development and implementation of the Recovered Materials Framework, within a set timeframe, be included as an action in the Strategy.

The new target of reducing disposal of organic waste to landfill by 50% raises several concerns. WALGA has identified in previous submissions the limitations on provision of timely and accurate

waste and recycling data, particularly in the case of the Commercial and Industrial (C&I) sector, where a significant percentage of food waste diversion has been identified. While overall tonnage data has been recorded, there has been very limited waste composition data, and data that was available lacked the necessary granularity to assist in developing waste avoidance and resource recovery solutions. Supporting the 50% reduction as an effective target would require a clear baseline figure on organic waste sent to landfill in 2019-20 across both the Municipal Solid Waste (MSW) and C&I streams, which is not likely to be available and therefore not measurable with a high degree of confidence.

Engagement with stakeholders across all waste streams is required to determine an appropriate baseline, in order to assess and measure the impact of each sector and set achievable outcomes.

WALGA understands that the Target has been established to align with [the national target](#), which focuses heavily on FOGO implementation, and establishing organics processing infrastructure, as the mechanisms to achieve it. In Western Australia, with waste to energy facilities anticipated to be operational by 2024/5, the diversion of much of the waste stream from landfill is highly likely. However, this Target in the absence of a more focused approach on waste avoidance risks landfill diversion being the only metric, not diversion of waste to highest and best use.

Recommendation: Include specific actions in the proposed roadmap to improve data collection and provision to support measurable targets.

Recommendation: Reword the target from 'reduce disposal of organic waste to landfill by 50%' to reflect waste hierarchy principles and focus on diversion to highest and best use.

Avoid

In previous submissions WALGA has questioned the use of a per capita 'Avoid' target, as it does not provide a useful measure on the effectiveness of waste reduction initiatives (as waste generation is strongly linked to economic growth) and does not delineate between metropolitan and regional areas where communities may have more limited waste avoidance options. Again, the WA Strategy is being influenced by the National Targets to reduce per capita waste generation.

WALGA supports the new target of developing avoidance measures and targets for specific materials consistent with national targets, with the recommendation that Western Australia is well represented throughout the process to ensure the targets are achievable and appropriate for the WA community.

More information is required as to what the "circular economy metrics" will be before WALGA can offer a position regarding their adoption.

Recommendation: That the State Government implement specific waste avoidance measures for key priority materials, including food waste.

Recover

The Recover goal retains the target to recover energy only from residual waste. However, the definition of residual waste is not included in the draft Strategy and should be defined as in the 2019 Strategy, which established the requirement for energy recovery only from residual waste – *waste which remains following the application of better practice source separation and recycling systems*.

It is not clear from the draft strategy or from discussions with the Department as to how this condition will be monitored or enforced, and whether pre-existing contracts with Local Governments for general waste including organics (prior to the 2019 Strategy) will be subject to the same requirement.

FOGO targets are slightly reworded in the draft Strategy, to focus on "continuing to deliver FOGO" rather than requiring FOGO for all households in Perth/Peel. The rewording moves away from a timed commitment, stating *'The Waste Authority and the Department of Water and Environmental*

Regulation continue to work with the nine Local Governments not yet committed to FOGO, to facilitate implementation'. As there is no detail provided around the facilitation, Local Governments not yet committed have requested clarification on whether they will be required to move to FOGO to support the strategy targets and how this may align with existing waste to energy agreements.

Local Governments have expressed concerns over the financial and physical resources required to implement FOGO, as the Better Bins Plus funding covers only a proportion of the costs required.

Recommendation: That the Department clarify how the target for 'energy recovery only from residual waste' will be monitored and enforced.

Recommendation: That the Department provide further information as to Local Governments' requirements to adopt better practice separation systems, including implementation timeframes.

Recommendation: That the Department increase funding support to Local Governments to fully cover the costs of implementing better practice separation systems.

The wording of the new target also identifies, but does not define, major regional centres in the context of continued FOGO delivery. If the same definition as used in the current strategy is applied, this refers to Albany (Great Southern Region), Bunbury (South West region), Busselton (South West Region), Greater Geraldton (Mid West region) and Kalgoorlie-Boulder (Goldfields-Esperance Region).

The proposed recycling target rate of 60% for major regional centres requires clarification in whether it applies to an average rate across all centres, or an individual rate of 60% for each one.

Presently, there is a significant range in capacity for recycling collection and processing between the five centres. Bunbury and Albany have three bin FOGO systems in place, while Busselton and Kalgoorlie-Boulder are operating two bin waste and recycling systems and Geraldton offers a kerbside general waste (but has explored FOGO).

Recommendation: Define Major Regional Centres in the Strategy and identify if the 60% target is measured at an aggregate level, or individually.

The Targets have been reworded to say "recycling" rather than "increase material recovery to 80%" to align with the terminology used by other jurisdictions.

The new target of establishing commercial FOGO and FO collections would theoretically contribute significantly to recovery rates of organic waste, however this would require significant resources and collaboration between industry, State Government and Local Government to determine roles and responsibilities for an integrated program across the State.

Protect

Progress toward the Protect target of *no more than 15% of waste generated in Perth and Peel is landfilled* will be supported by the ongoing implementation of FOGO services across the metropolitan area and the introduction of waste to energy facilities.

The new target for litter replaces the 'Move towards zero littering' target included in the current Strategy. Using the new Litter Strategy targets is a good approach, providing all stakeholders are provided with the opportunity to have input into the Strategy.

The Target of move towards zero Illegal dumping remains, and will need strong supporting programs and resourcing to achieve. Illegal dumping can range from the household level where bags of rubbish or items are dumped to large scale dumping of commercial and construction waste, and often falls to Local Government to manage collection and disposal of the waste, requiring significant financial and physical resources. Illegal dumping has impacts across many different land holders including State Government agencies and a comprehensive strategy is needed to map the actions necessary from all stakeholders to achieve the zero illegal dumping target.

Recommendation: Stakeholders have the opportunity to contribute to the development of the Litter Reduction Strategy and associated targets.

Recommendation: The State Government develop an Illegal Dumping Strategy to map how the target will be achieved.

Following the implementation of the Container Deposit Scheme, Containers for Change, in 2020, the amount of beverage containers littered has significantly reduced. The Scheme currently accepts container types which are most likely to be littered, however feedback from Local Governments shows a wide range of containers, including wine bottles, are reported as litter. Litter reduction is only part of the Scheme's benefits and WALGA has [advocated](#) for several changes to the Scheme, including the expansion of the Scheme to include wine and spirit bottles as a minimum.

Consultation on expansion of the scheme to include a broader scope of container types was undertaken in 2023, with an announcement on a potential expansion yet to be made.

Recommendation: The State Government, as a matter of priority, expand the scope of container types accepted as part of Containers for Change.

Priorities

The draft Strategy outlines five priorities (all of equal importance):

- Better outcomes for regional and Aboriginal communities
- Increasing our focus on waste avoidance
- Better management of priority materials
- Realising the economic potential of recycling
- Contingency planning and climate resilience.

WALGA conditionally supports the five priorities identified, with some clarifications required on each priority. The greater focus on specific priority areas will assist in ensuring that specific targets can be achieved. However, at present, modelling is not available to support how each of the listed priorities will contribute to achieving the strategy targets.

Priority 1: Better outcomes for regional and Aboriginal communities

Regional and remote communities face a diverse range of challenges in managing waste, and WALGA welcomes the inclusion of regional and Aboriginal communities as a priority in the draft strategy. Many regional Local Governments do not have collection systems in place for target materials, such as kerbside recycling or FOGO collection, due to financial and infrastructure constraints. 36 Local Governments outside Perth and Peel do not currently provide a kerbside recycling collection, and only two non-metropolitan Local Governments north of Perth have trialled FOGO collections. FOGO is in place in seven Local Governments in the South West, and one in the Great Southern region.

For Local Governments not currently providing a kerbside recycling or FOGO service, establishment costs include infrastructure (bins and caddies), potential fleet investment, variation to collections contracts, and resourcing for operational and support roles including education and communications.

Regional Local Governments identify transport costs as a key barrier in implementing and maintaining recycling services. WALGA will continue to advocate for product stewardship schemes to cover the full cost of collection, transport and processing of material covered, however Local Governments will require support and guidance to assess the long-term viability of establishing and maintaining collection services.

Coordination and support is vital for regional and remote communities to improve their waste management outcomes, and infrastructure planning must be tailored to individual regions.

The State Waste Infrastructure Plan, while a useful starting point for infrastructure planning across the state, has significant limitations as a practical document for Local Governments. WALGA welcomes the inclusion of *'identify priority regions and develop regional waste and recycling infrastructure plans with regional development commissions and key stakeholders'* as a proposed action under the strategy, as this offers an opportunity for Local Government and the community to be involved in waste planning in the region and reliably informs the overall strategic direction.

The development of regional plans will require significant resources and WALGA supports the cross-sector approach identified in the draft actions. It is also recommended that funding opportunities outside the WARR account be investigated, to ensure programs can be adequately resourced and build capacity within communities.

Regional Local Government feedback shows the consolidation model, where infrastructure is established or expanded for the purpose of consolidating and transporting material to Perth and Peel, is not supported as a priority. The preference is for the creation of precincts within the region to facilitate waste being received and processed locally to maximise benefit to local communities, or a series of small individual processing facilities in key areas.

Recommendation: As part of the Strategy implementation, regional infrastructure plans be developed that focus on developing infrastructure solutions to manage waste close to source in order to develop local industry and employment.

There is a significant scope to leverage existing systems, such as Containers for Change to provide a hub for product stewardship and a network of collection locations for materials which cannot be disposed of in kerbside bins, or where no appropriate kerbside system exists. Local Governments have provided very positive feedback on how the Containers for Change Program has assisted in providing recycling options for regional and remote, as well as metropolitan, communities. WALGA identified this as an opportunity for the Scheme, in the initial consultation on its development. For example, many of the Container Deposit Scheme depots in South Australia also collect e-waste and scrap metal. However, this will only be achievable if the material collected is also part of an effective product stewardship scheme which covers all the costs associated with collection, transport and recycling. This approach will ensure these services are accessible across WA, even in areas with limited Local Government services available.

Recommendation: That the State Government work with Containers for Change to leverage the extensive collection network in place to provide opportunities for collection of other materials covered by effective product stewardship schemes.

WALGA notes that while resource recovery is a key focus, for many regional areas landfill is the main option for waste management. For these areas the focus should be on operating the facility in the best way possible, through provision of guidance and funding support.

Priority 2: Increasing our focus on waste avoidance

WALGA supports the renewed focus on waste avoidance in the draft Strategy and welcomes the approaches to facilitate reuse and repair to maintain product value. However, the key initiatives and actions outlined focus on keeping existing materials in circulation rather than avoiding the generation of waste in the first instance, which is the highest priority in the waste hierarchy. The draft Strategy refers to the national focus on food waste, with the National Food waste Strategy target to halve Australia's food waste by 2030, however actions around food waste have not been included in the draft initiatives and actions. Local Government feedback demonstrates that education alone is not effective in facilitating waste avoidance, and specific programs and incentives should be considered. With increasing pressures on cost of living, supporting the community to reduce food waste should be prominent in Strategy implementation.

Recommendation: That Food Waste be identified in the Strategy as a key focus area for program delivery.

WALGA would like to emphasise the importance of product stewardship as a key approach which can provide significant waste avoidance outcomes. Product stewardship can influence product design and focus on reducing waste generation throughout the product lifecycle.

Local Governments are keen to ensure there are effective local repair and reuse options, however there are limited funding opportunities available. Options such as reuse shops at transfer stations and landfills offer a great local opportunity to facilitate reuse.

Recommendation: A specific funding program be developed for local repair and reuse opportunities.

Priority 3: Better management of focus materials

The draft Strategy revises the previous list of focus materials down to three key materials – organic waste from the MSW and C&I waste streams, plastics, and e-waste and batteries.

WALGA acknowledges the high impact of these materials on the waste stream and supports the reduction in number of priority materials, with a focus on organic waste. The rationale for including these materials relates to emissions reduction, contribution to targets and potential impact on human health and the environment. The potential impact of batteries and e-waste is significant, with increasing impact on the waste industry through incorrect disposal leading to truck and facility fires and consequently increasing ongoing costs for mitigation measures and insurance.

While the focus materials identified are of high priority for Local Governments, all three have had considerable time and resources invested, at both state and national level, and have progressed actions towards better management which are well underway. The draft Strategy offers an opportunity for Local Government to identify further focus materials where action has not been taken or progressed at a state or national level, and advocate for frameworks and programs to assist in managing these waste streams.

How the priority of these products will be used in Strategy implementation is a key consideration. There are other high impact products, such as Household Hazardous Waste, which have effective programs in place, and it is anticipated that such initiatives would not be reduced because they are not listed as a priority product.

WALGA acknowledges the intent of the e-waste to landfill ban and its alignment to global, national and local environmental and recovery targets. However, WALGA's position on landfill bans is that such bans are only supported in the presence of effective product stewardship schemes, or other funding mechanisms, for products which would be subject to the ban.

The current National TV and Computer Recycling Scheme (NCRS) is not considered effective as it covers only a proportion of the costs of e-waste recycling, particularly for regional Local Governments required to transport material to Perth for recycling. Development of the national e-waste product stewardship scheme has been delayed and additional funding support is required for Local Governments to continue to manage e-waste volumes into the future.

Many Local Governments are collecting batteries through their facilities including libraries, recreation centres, landfills/transfer stations and administration centres. These collection points were established in the absence of any product stewardship alternative. As the B-Cycle product stewardship scheme continues to establish, a clear opportunity for Local Government is to transition away from collections at these facilities and toward established B-Cycle drop off points.

Local Government has also expressed concern regarding the recycling and recovery options for paper and cardboard, as this is a significant amount of material and currently the only market is export. With the Export Bans for this material coming into force July 2024, and infrastructure yet to be developed this is a priority material for the sector.

Recommendation: The Department:

- Identify what 'success' is for each of the Priority Products.

- Review the Priority Products listing as effective action is undertaken to address each of the materials.
- Add paper and cardboard to the list of priority products.

Priority 4: Realising the economic potential of recycling

Leveraging State Government procurement is a welcome addition to the draft Strategy, and strongly supports developing markets for material by ensuring recycled materials are included in State Government projects. However, this can be taken further than the proposed focus on recycled materials and expanded to include waste avoidance/reduction procurement practices such as lease arrangements for State Government agencies and contracts.

As previously mentioned, waste amount and composition data for the C&I sector is significantly lacking and there has to date been limited assistance provided to the commercial and industrial (C&I) sector. A focus could include targeted programs to assist businesses (on a sector by sector basis) to assess and reduce their waste and improve resource recovery. In the non-metropolitan area Local Governments frequently assist in managing C&I waste as there may be limited or no other service providers.

The development and implementation of a Recovered Materials Framework is a key action in ensuring producers and suppliers have a high degree of confidence in using waste derived materials across a range of applications. However, the draft actions include the framework but focus on developing guidelines and a regulatory framework specifically for bottom ash produced from waste to energy operations.

Recommendation: The State Government support market development, products specifications, and recycled content procurement guidelines alongside integrated waste avoidance/reduction procurement practices.

Priority 5: Contingency planning and climate resilience

The draft Strategy identifies that WALGA has developed a framework to strengthen waste management considerations in local emergency management planning, response and recovery (WALGA, 2018) and is working to establish a Preferred Supplier Panel for Hazardous and Emergency Event Services. This work was undertaken to support Local Government planning for emergency events, but further action is needed to assist Local Government to actively reduce hazards which could be caused by these events.

WALGA supports the proposed initiative to improve data and information on emergency waste disposal options, and recommends guidance and support be provided to Local Governments to identify areas of risk and prioritise actions to reduce hazards, such as removal of asbestos.

Many Local Governments do not have the skills, capacity and subject matter expertise to undertake an emergency risk management assessment process for Emergency Management hazards without support and clear guidance from the State Emergency Management Committee.

Recommendation: That State Government guidance and funding support be provided to Local Governments to undertake risk assessment and mitigation as part of emergency preparedness activities, and to assist in coordinated clean up following a disaster event.

An inter-agency approach to planning is essential not only for disaster management but also for potential large scale biosecurity events, such as the recent work led by Department of Primary Industries and Regional Development around a potential Foot and Mouth disease outbreak, which would require significant Local Government participation from both a waste management and community perspective. Developing a consistent framework for use across large scale events would assist in defining State and Local Government roles and responsibilities and provide support and direction in response and recovery. WALGA is engaged in the work that the Department of Fire and Emergency Services is undertaking on waste management and considers that it is

essential that how waste is managed post event is clearly agreed and articulated, through an agreed framework.

Recommendation: The State Government to foster inter-agencies collaboration and clearly outline roles, responsibilities, escalation process and support available to Local Governments through a State Emergency Waste Management framework.

Conclusion

WALGA conditionally supports the vision and priorities set out in the draft Strategy, with greater focus recommended on the following activity areas:

- Continued advocacy at a national level for effective product stewardship schemes, which deliver waste avoidance outcomes and cover the full cost of transport and recycling, for priority materials including e-waste, packaging, tyres and mattresses.
- Continued advocacy at a national level to implement design standards for products entering the market to ensure they can be easily reused, repaired, recovered or recycled.
- Expanding the scope of container types accepted as part of Containers for Change, to further support litter reduction and recycling efforts.
- Leveraging the extensive Containers for Change collection network in place to provide opportunities for collection of other materials covered by effective product stewardship schemes.
- Development of fit for purpose regional infrastructure plans that focus on developing infrastructure solutions to manage waste close to source in order to develop local industry and employment.
- Including food waste as a key focus area for program delivery throughout the Strategy, to contribute toward achieving targets under all three goals (Avoid, Recover and Protect).
- Develop a specific funding program to facilitate local repair and reuse opportunities.
- Review and identify targets for management of priority materials and adopt a framework to assess the priority level of each as effective actions are undertaken.
- Include Paper and Cardboard as a priority material.
- Develop an illegal dumping strategy to map the pathway to zero dumping.
- The State Government support market development, products specifications, and recycled content procurement guidelines alongside integrated waste avoidance/reduction procurement practices.
- Support provided for Local Governments to undertake risk assessment and mitigation activities for emergency preparedness, such as asbestos removal.
- Support provided to Local Governments in planning and response to emergency events through the development of a State Emergency Waste Management framework.

MWAC – Minutes July 2024

Municipal Waste Advisory Council Minutes

Wednesday, 31 July 2024
4pm, Online

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1 Attendance and Apologies

1.1 ATTENDANCE

Chair Cr Giorgia Johnson (Bayswater)
 Deputy Chair Cr Karen Wheatland (Melville)
 Cr Wendy Dickinson (Harvey)
 Cr Bronwyn Smith (Wanneroo)
 OAG Deputy Ms Yvette Plimbley (Stirling)
 OAG Chair Ms Ruth March (Albany)
 Mr Brett Jackson (Kalamunda)
 Mr Stuart Devenish
 Mr Darrell Monteiro (Serpentine Jarrahdale)
 Ms Josephine Taylor (Busselton)
 Ms Rebecca Brown
 Ms Tazra Hawkins
 Ms Conor Macgill
 Ms Mackenzie Young
 Ms Nicole Matthews

Eastern Metropolitan Regional Council
 WALGA State Council
 Bunbury Harvey Regional Council
 WALGA State Council
 Metropolitan Local Government
 Non-Metropolitan Local Government
 Metropolitan Local Government
 Western Metropolitan Regional Council
 Metropolitan Local Government
 Non-Metropolitan Local Government
 MWAC/WALGA
 MWAC/WALGA
 MWAC/WALGA
 MWAC/WALGA
 WALGA

1.2 APOLOGIES

Cr Karen Chappel JP
 Mayor Hannah Fitzhardinge (Fremantle)
 Cr Natasha Colliver
 Cr Michael Dudek

WALGA President
 Resource Recovery Group
 City of Greater Geraldton
 WALGA State Council

2 Acknowledgment of Country

WALGA acknowledges the continuing connection of Aboriginal people to Country, culture and community. We embrace the vast Aboriginal cultural diversity throughout Western Australia, including Boorloo (Perth), on the land of the Whadjuk Noongar People, where WALGA is located and we acknowledge and pay respect to Elders past and present.

WALGA is committed to supporting the efforts of WA Local Governments to foster respectful partnerships and strengthen relationships with local Aboriginal communities.

3 Procedural Matters

3.1 MWAC MINUTES TABLED AT WALGA STATE COUNCIL

A summary of the Minutes of the Municipal Waste Advisory Council meeting held Wednesday, 26 June will be noted at the next WA Local Government Association State Council meeting.

4 Minutes of Previous Meeting

4.1 CONFIRMATION OF THE PREVIOUS MWAC MINUTES

MUNICIPAL WASTE ADVISORY COUNCIL MOTION

That the Minutes of the Municipal Waste Advisory Council meeting held on 26 June 2024, be confirmed as a true and accurate record of proceedings.

Moved: Cr Wendy Dickinson

Seconded: Cr Karen Wheatland

CARRIED

5 Business Arising

No Business Arising issues for consideration.

6 Decision Items

6.1 SUBMISSION DRAFT STATE WASTE STRATEGY***

MUNICIPAL WASTE ADVISORY COUNCIL MOTION

That the Municipal Waste Advisory Council endorse the WALGA Submission on the Draft State Waste Strategy.

Moved: Cr Karen Wheatland

Seconded: Cr Bronwyn Smith

CARRIED

Executive Summary

- The [Draft State Waste Strategy](#) (Draft Strategy) and [State Waste Infrastructure Plan](#) were released on Wednesday 29 May 2024. This follows the Government's release of the Strategy Directions Paper in May 2023.
- The focus of the Draft Strategy is:
 - Better outcomes for regional and Aboriginal communities
 - Increasing our focus on waste avoidance
 - Better management of priority materials
 - Realising the economic potential of recycling
 - Contingency planning and climate resilience.
- New Targets are also proposed for each of the Avoid, Recover and Protect areas.
- A draft Submission was developed and provided to Local Government for comment, written feedback was received as well as input through a webinar. An

updated Submission, incorporating Local Government feedback has been developed.

Background

The approach taken in the Draft Strategy is very focused, and considers the key areas identified in the Directions Paper. The focus areas align with [WALGA's Submission](#) on the Directions Paper and pick up on some of the key recommendations relating to regional area, focus on priority materials and the importance of contingency planning.

A "Strategy Roadmap", to identify actions and initiatives, to be developed with stakeholders, is flagged in the Strategy as the implementation mechanism. For the current Strategy, WALGA suggested an Action Plan, which meets similar objectives, and this has been a useful tool to track progress and maintain accountability for Government.

WALGA has developed and circulated a Draft Submission to the sector for comment. The timeframe for Submission finalisation:

- 31 July Additional MWAC meeting to consider draft Submission.
- 2 August Draft Submission included in State Council meeting agenda.
- 5 September State Council consider draft Submission.
- 6 September Endorsed Submission provided to the Department.

Comment

The Officers Advisory Group and MWAC provided extensive input into the Draft Submission which was circulated for sector feedback. Extensive written feedback was received from five Local Governments/Regional Councils with a further 30 Local Government representatives registering for a webinar regarding the Submission and draft Strategy. The feedback from the sector was supportive of the draft Submission, with additional comments focusing on:

- Ensuring that design standards require that any products sold onto the Australian market are designed for reuse, repair, recovery or recycling.
- Better data to ensure that targets, such as organic waste diversion from landfill, are supported by accurate information and evidence.
- Ensuring the Government's intent is clear regarding how the FOGO targets would be monitored and enforced.
- Prioritising the expansion of the container deposit scheme to cover wine and spirit bottles as a minimum.
- The impact that transport costs have on regional Local Governments' ability to put in place recycling services.
- The State Government integration of waste avoidance/reduction and recycled content as part of standard procurement practices.
- The development of a State Emergency Waste Management framework.

The Submission is **attached**.

Discussion at the Municipal Waste Advisory Council meeting

The Council supported the Draft State Waste Strategy Submission but recommended further emphasizing the preference for ensuring that waste is managed in line with the waste hierarchy, to achieve circular economy outcomes, ensuring each priority has clear actions and targets. It was clarified that all the priorities in the Draft Strategy have equal weighting.

MWAC discussed the following points for inclusion in the Submission:

- For the recommendation relating to Recover target:
 - Separate into different recommendations
 - For residual waste, guidelines/clarity are needed to define this concept for all waste streams
 - Disappointment was expressed by some members regarding a weakening of the Target in the Strategy relating to FOGO. The timeframe and requirements for Local Government should be clear.
 - Full funding for Local Governments implementing FOGO is necessary.
- The need for an illegal dumping strategy to map how the target of zero illegal dumping would be achieved and identify the contribution of all State Government Departments, Local Government, industry and product stewardship schemes.
- For the Avoid-Recover-Protect Target:
 - There was discussion about how the baseline for organics to landfill will be determined and engagement with Local Government was identified as a necessary step to agree on a baseline figure.
 - It was also suggested that the way this target is worded should reference the Waste Hierarchy to ensure that the material is diverted from landfill to the highest and best use.

7 Discussion Items

No Discussion Items for consideration.

8 Other General Business

Meeting closed at 4.34pm.

9 Next Meeting

The next MWAC meeting will be held on Wednesday, 21 August commencing at 4:00pm on Zoom.

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Wednesday, 21 August 2024
4pm, Online

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1 ATTENDANCE AND APOLOGIES

1.1 Attendance

Chair Cr Giorgia Johnson (Bayswater)	Eastern Metropolitan Regional Council
Deputy Chair Cr Karen Wheatland (Melville)	WALGA State Council
Cr Brad Wylynko (Cottesloe)	Western Metropolitan Regional Council
Cr Michael Dudek (Stirling)	WALGA State Council
Cr Natasha Colliver	City of Greater Geraldton
Cr Laurene Bonza (Dundas)	WALGA State Council
Cr Bronwyn Smith (Wanneroo)	WALGA State Council
OAG Chair Ms Ruth March (Albany)	Non-Metropolitan Local Government
Mr Nick Edwards	Bunbury Harvey Regional Council
Mr Brendan Doherty	Resource Recovery Group
Ms Libby Eustance	Western Metropolitan Regional Council
Ms Josephine Taylor (Busselton)	Non-Metropolitan Local Government
Ms Rebecca Brown	MWAC/WALGA
Ms Tazra Hawkins	MWAC/WALGA
Ms Mackenzie Young	MWAC/WALGA
Ms Nicole Matthews	WALGA

1.2 Apologies

Mayor Hannah Fitzhardinge (Fremantle)	Resource Recovery Group
Cr Wendy Dickinson (Harvey)	Bunbury Harvey Regional Council
Cr Karen Chappel JP	WALGA President
Mr Scott Cairns	Mindarie Regional Council
Mr Stuart Devenish	Western Metropolitan Regional Council
Ms Conor Macgill	MWAC/WALGA

2 ACKNOWLEDGEMENT OF COUNTRY

WALGA acknowledges the continuing connection of Aboriginal people to Country, culture and community. We embrace the vast Aboriginal cultural diversity throughout Western Australia, including Boorloo (Perth), on the land of the Whadjuk Noongar People, where WALGA is located and we acknowledge and pay respect to Elders past and present.

WALGA is committed to supporting the efforts of WA Local Governments to foster respectful partnerships and strengthen relationships with local Aboriginal communities.

3 PROCEDURAL MATTERS

3.1 MWAC Minutes tabled at WALGA State Council

A summary of the Minutes of the Municipal Waste Advisory Council meeting held Wednesday, 31 July 2024 will be noted at the next WA Local Government Association State Council meeting.

4 MINUTES OF PREVIOUS MEETING

4.1 Confirmation of the Previous MWAC Minutes

MUNICIPAL WASTE ADVISORY COUNCIL MOTION

That the Minutes of the Municipal Waste Advisory Council meeting held on 31 July 2024, be confirmed as a true and accurate record of proceedings.

Moved: Cr Michael Dudek

Seconded: Mr Nick Edwards

CARRIED

5 BUSINESS ARISING

No Business Arising issues for consideration.

6 DECISION ITEMS

6.1 MWAC Budget 2024-2025***

MUNICIPAL WASTE ADVISORY COUNCIL MOTION

That the Municipal Waste Advisory Council endorse the MWAC Budget 2024-25.

Moved: Cr Michael Dudek

Seconded: Cr Laurene Bonza

CARRIED

Executive Summary

- The MWAC Budget for the 2024-25 financial year has been developed including income from WALGA, Regional Councils, Household Hazardous Waste Program and Bin Tagging Program.

Background

The MWAC Budget has three main sources of income – WALGA, Regional Councils and the Waste Authority (through the Household Hazardous Waste Program and Bin Tagging Program).

A new 5-year Household Hazardous Waste Program funding agreement was entered into (2023-24), which provides ongoing funding certainty for this Program.

A new three-year Bin Tagging Program is being currently being negotiated, although it is a three-year Agreement, only one year of budget has been included. The income from this Program has been included in the MWAC Budget, however there is a buffer built into the budget should the funding not eventuate. To account for any other changes which may occur in the MWAC Budget, the Regional Councils will be initially invoiced for half of their contribution. At the WALGA mid-term budget review, a second invoice to the Regional Councils will be issued and any savings passed on.

Comment

In the 2023-24 a change to staffing was confirmed with the former Manager Waste and Recycling, now responsible for the management of a merged Environment and Waste Policy Team (with costs for this role split between the MWAC and WALGA Environment budgets). Also in the 2023-24 financial year, to ensure high-level support for MWAC, the former Waste Management Specialist role was reclassified to become a Senior Policy Advisor, Waste Management.

The Rivers Regional Council has yet to transition to a Regional Subsidiary, therefore are not included in the Budget. Resource Recovery Group has indicated that they are also transitioning to a new governance model, anticipated to occur in June 2025.

Discussion at the Municipal Waste Advisory Council meeting

The Executive Officer provided a brief overview of the budget and the Council endorsed the MWAC Budget 2024-25.

7 DISCUSSION ITEMS

7.1 Review of Container Deposit Systems Policy Statement

Executive Summary

- The [Container Deposit Systems Policy Statement](#) was adopted in 2006 and amended in 2008. It was used extensively in WALGA's advocacy for a Container Deposit Scheme and informed input into the design of the WA Scheme.
- Containers for Change was introduced in October 2020, however there are aspects of the Scheme that Local Government has identified as important to improve.

For discussion

- What matters should be considered in the review?
 - Materials covered
 - Amount of refund
 - Geographic coverage/access
 - Opportunity to leverage collection system.
- Should investigation of national approach be included?

Background

WALGA has used the Container Deposit Systems Policy Statement to inform national and state-based advocacy, including significant input into the development of the WA Scheme. The current Advocacy Position ([7.6 Container Deposit Systems](#)) and many of the elements in the Policy Statement are no longer relevant as they have been achieved.

The State Government undertook consultation on the expansion of the material accepted by the Scheme in early 2023. WALGA's [Submission](#), and subsequent advocacy, has focused on the inclusion of wine and spirit bottles as a minimum. The review of the Policy Statement presents an opportunity for further advocacy on this issue.

This review of the Policy Statement and Advocacy Position will provide the basis for ongoing advocacy to improve the Scheme and could include:

- What materials would ideally be included in the Scheme – short, medium and long term.
- How much the refund amount should be to ensure the objectives of the Scheme are met.

- What additional geographic coverage is needed and what other approach to accessing the Scheme should be available.
- How the Scheme could be leveraged to collect other materials covered by effective product stewardship schemes.

The Officers Advisory Group agreed that updating the Container Deposit Systems Policy Statement is necessary. Officers did not support pursuing a national Scheme and highlighted considerations in relation to funding to ensure small facilities were able to take the additional material and that the impact on sorting technology was considered.

Discussion at the Municipal Waste Advisory Council meeting

Strong support for the Scheme was discussed, however the sustainability of Local Governments running refund points was raised, due to high operational costs. It was requested that a review of the handling fee be included as well as additional funding for infrastructure upgrades.

The Council supported the expansion of the Scheme to include wine and spirit bottles as a minimum, which would increase the amount of material received at refund points. There was also support for inclusion in the advocacy position a preference for material from the Scheme to be used locally. The Scheme has already facilitated that outcome for bottle lids, as an example of what is possible.

The Council discussed increasing the refund amount but noted that any changes would need to be agreed upon at a national level for consistent labelling.

7.2 Recovered Materials Framework

Executive Summary

- The Department has been developing a Recovered Materials Framework (formerly the end of waste/waste derived materials framework) since 2014.
- Consultation on the Framework has occurred, with the most recent work completed in 2020. Cabinet has approved the development of the legislative framework for recovered materials, however this is not likely to occur until 2027.
- The Department of Water and Environmental Regulation (DWER) has formed a Working Group to inform the development of the regulations and the supporting mechanisms.
- This discussion item is to provide an update on the Working Group, seek direction as to input into the Working Group and level of engagement required.

For discussion

- What is the highest priority material for inclusion in the Framework? (Previously identified organics, C&D, glass, tyres and asphalt).
- What engagement should Local Government have?
- As a user of recovered materials, what assurances are Local Governments seeking regarding its use?

Background

The WALGA Advocacy Position on [7.13 Recovered Materials Framework](#), endorsed in March 2024, highlights that the use of recovered materials across a range of applications is essential in reducing the use of basic raw materials, meeting State Waste Strategy Targets and increasing diversion of waste from landfill. The Position also identifies that to ensure end users have high confidence in the quality and safety of products derived from

recovered materials, consistent, outcomes-based standards and investment certainty are required.

WALGA is part of the DWER Recovered Material Framework Working Group (established May 2024). The proposed approach is that a recovered material would go through a Declaration process, which would include the development of product specifications and risk based conditions (for producers, users and managers). There will be two Declaration pathways:

- General Declarations – for materials which are low risk and have widespread use, these will be available for use by any registered producer or user. For example, C&D waste.
- Specific Declarations – materials with low to minor risk, initiated by industry, available to applicants only, supported by research by the applicant. For example, red mud from Alcoa operations.

The timeline presented to the Working Group is that the Declaration process / focus will be progressed in the coming months with a specific focus on Waste to Energy outputs and C&D Materials, however the legislative framework is unlikely to be in place until 2027.

The Officers Advisory Group concurred with the previously chosen priority materials: organics, C&D (construction and demolition), glass, tyres, and asphalt, and highlighted organics as a particular priority as well as waste to energy outputs.

Discussion at the Municipal Waste Advisory Council meeting

The Council agreed with the previously selected priority materials and supported the Officers Advisory Group's emphasis on organics. Council members expressed interest in using recovered materials but noted the regional challenge of processing costs, as the infrastructure needed to recover the materials might not be in the regions.

7.3 Battery Disposal and Recycling

Executive Summary

- Batteries continue to be problematic for Local Government, as inappropriate disposal can cause fires in collection vehicles and at facilities.
- WALGA is seeking to work with Local Governments and Regional Councils, the Department of Water and Environmental Regulation and waste service providers to change community behaviour regarding battery disposal.

For discussion

- What are the key issues that Local Governments / Regional Councils have had with battery disposal (type of battery, fires, damage)?
- What promotional opportunities are there to influence people's behaviour?
- Does your Local Government / Regional Council have any key staff or Elected Members who could feature in any media events/activities?

Background

Data from a recent community survey (undertaken through the HHW Program) shows 88% of people questioned had batteries at home; 27% of those were disposing of batteries incorrectly (22% general waste bin, 4% recycling bin, 1% verge collection). Of those correctly disposing of batteries 55% were returning to retail and 12% to a Local Government/Regional Council site. Information from B-cycle, the national battery stewardship scheme, shows 74% of batteries are returned to retail (47% Grocery, 17%

Hardware, 10% Electrical). B-cycle's [coverage](#) is now extensive and provides an easy and convenient way for the community to recycle their batteries.

The Waste Team has discussed options with the WALGA media team to promote the impacts of incorrect battery disposal and the call to action (recycling batteries correctly is easy and convenient). This matter has the potential to be of interest to the media. WALGA is seeking any examples that Local Governments have of recent collection vehicle/facility fire, footage of these incidents and cost. Information has been requested from LGIS regarding costs. Information will also be sought from waste service providers. To assist with the media element, Local Government/Regional Council staff or elected members who could be part of the promotion were requested.

Discussion at the Officers Advisory Group emphasised the critical need for community education and behaviour change, given the frequent fires batteries cause in trucks, landfills, and recycling centres.

Discussion at the Municipal Waste Advisory Council meeting

Resource Recovery Group offered to provide their Material Recovery Facility to assist in the generation of media relating to battery issues.

8 INFORMATION ITEMS

8.1 Policy Statement Review Update

Policy Statement	Status	Timeframe
Container Deposit Systems	Review Scheduled	Initial Review – August 2024 OAG/MWAC Revision considered – October 2024 OAG/MWAC
Waste Management Legislation	Review Scheduled	Initial review – October 2024 OAG/MWAC Revision considered – November/December 2024 OAG/MWAC
Circular Economy	In development	Initial discussion – April 2024 OAG/MWAC Draft for consideration – November/December 2025 OAG/MWAC
Extended Producer Responsibility	For approval	Product Stewardship Policy Statement and Advocacy Position to be considered at 5 September 2024 State Council meeting
Waste Levy	Complete	Endorsed May 2024 State Council meeting
Recovered Materials Framework	Complete	Endorsed February 2024 State Council meeting
Household Hazardous Waste	Complete	Endorsed December 2023 State Council meeting
Waste Management Education	Complete	Endorsed December 2023 State Council meeting

Waste Management Data and Information Management	Complete	Rescinded September 2023 State Council meeting
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8.2 E- Waste landfill ban

- WALGA has received a high volume of queries regarding the impact of the e-waste landfill ban on Local Government. To address these queries a webinar was held on Tuesday 30 July, with 94 Local Governments registering.
- Key issues included whether Local Governments were required to collect e-waste, the scope of e-waste included in the ban, what level of scrutiny was required of loads of material being delivered to landfills, the data collection approach required, how Local Governments should monitor their own e-waste generation and that some local businesses and Government Departments seemed unaware/uninformed of their requirements. WALGA will be following up with the Department on some of the issues raised at the webinar.
- As the current National TV and Computer Recycling Scheme (NCRS) does not cover all the costs associated with e-waste recycling, and the planned expansion of the Scheme to cover all e-waste has been delayed, WALGA has been advocating for funding for the sector.
 - The Department of Water and Environmental Regulation have confirmed they are working on a funding program, for regional Local Governments, which they anticipate will be released October – December 2024.

8.3 Waste To Energy Communications***

- An additional meeting of the Consistent Communications Collective was held on 2 July to discuss the Waste to Energy Communications approach. The Department shared their initial advice but are still working on the final wording for the messaging.
- Discussion at the OAG noted that the initial communications from the East Kwinana facility, issued via a media release, did not use the agreed terminology, the waste is described as 'non-recyclable' instead of specifying general waste. This matter has been raised with the Department and will be clarified in their communication advice.

Discussion at the Municipal Waste Advisory Council meeting

MWAC requested the DWER communications guidance be circulated.

8.4 DWER Authorised Officer Training

- The Department of Water and Environmental Regulation have reinvigorated their training offering for those who are authorised under the Environmental Protection Act and there is the opportunity for Local Government Officers, once again, to participate in the training. To progress this matter, it is proposed that an Expression of Interest be circulated to Local Governments.

8.5 Officers advisory group changes

- Welcome Josephine Taylor, from the Shire of Busselton to the OAG.
- Brett Jackson and Paul Miles have tendered their resignation from the OAG and a replacement will be sought in the coming months.

8.6 2025 MWAC Meeting Dates

- MWAC meeting dates for 2025 are Wednesday:

- 19 February
- 30 April
- 25 June
- 20 August
- 15 October
- 10 December

9 REPORTS

9.1 MWAC Groups

Metropolitan Regional Council Working Group

Delegates/Nominees: TBC

This Group has not met since the previous MWAC Meeting.

Consistent Communications Collective

Delegates/Nominees: n/a

This Group met on Wednesday 7 August and discussed consistent messaging for a range of topics.

Household Hazardous Waste Advisory Group/Operators Meeting

This Group met on Wednesday 12 June.

9.2 External Committees & Working Groups

DWER Regulatory Reference Group

Representative: WALGA Executive Manager, Policy

This Group has not met since the previous MWAC Meeting.

DWER FOGO Reference Group

Representative: Senior Policy Advisor, RRG, EMRC, WMRC

This Group meet on 7 July.

DWER Recovered Materials Stakeholder Reference Group

Representative: Policy Manager Environment and Waste

This Group has been established by the Department to provide advice and input into the design and implementation of a Recovered Materials Framework for WA. The Group met on 25 July.

Australasian Packaging Label Working Group

Representative: Senior Policy Advisor Waste

This Group has not met since the previous MWAC meeting.

Hazard Coordinating Committee

Representative: Policy Manager Environment and Waste

This Group has not met since the previous MWAC Meeting.

Across Agency Asbestos Group

Representative: Policy Manager Environment and Waste / Senior Policy Advisor Waste

This Group met on 16 June.

Waste Management and Resource Recovery Association

Representative: Senior Policy Advisor Waste

This Group met on Thursday 21 April.

Charitable Recyclers Australia

Representative: Senior Policy Advisor
This Group met on Tuesday 13 August.

Keep Australia Beautiful Council

Representative: Policy Manager Environment and Waste
This Group met on Thursday 20 June.

Australian Local Government Association (ALGA) Representative

Representative: Policy Manager Environment and Waste
WALGA is representing ALGA on the Government Officers Group for the Australian Packaging Covenant. This Group is meeting on a monthly basis to provide input and direction into the development of the new regulatory framework for packaging.

E-Waste to Landfill Ban Technical Advisory Group

Representative: Policy Manager Environment and Waste
This Group met on 4 June to discuss the implementation of the landfill ban.

Container Deposit Scheme Stakeholder Advisory Group

Representative: Policy Manager Environment and Waste
This Group has not met since the previous MWAC meeting.

8 OTHER BUSINESS**8.1 Municipal Waste Advisory Council Changes**

Chair Cr Giorgia Johnson advised she will be stepping down as chair of MWAC, but will continue as an MWAC member. An election for Chair will be held at the next MWAC meeting.

Meeting closed at 4.56pm.

9 NEXT MEETING

The next MWAC meeting will be held on Wednesday, 23 October commencing at 4:00pm on Zoom.

Training Alliance Group (TAG) Training Activity Report –
May to August 2024



Training Alliance Group – About us

At Training Alliance Group (TAG) we work with individuals, employers, and communities to deliver tailored training and employment services across all industry sectors. Working across two Registered Training Organisations (RTOs) and our Employment Services division, TAG is a leader in providing quality education that leads to meaningful employment. We support individuals to achieve their employment and education goals through experiential and classroom-based learning. Training Alliance Group's (TAG) RTO's - ABV (RTOID:52592) and MTACS (RTOID:52053) to provide training primarily in Civil Construction for youth and disadvantaged cohort to meet its objectives and outcomes. TAG has a strong partnership with Workpower to cater their staff training needs and work with them on delivering Community Contribution initiatives such as the recycling and reuse work trial models.

Training activity at Tamala Park in collaboration with Mindarie Regional Council

Delivering Nationally recognised qualifications with skills to operate roller, excavator, skid steer, front end loader, construction white card, working at heights and working in confined spaces.

- RII30820 Certificate III in Civil Construction Plant Operations
- RII30920 Certificate III in Civil Construction (General)

All courses are delivered under The Department of Training and Workforce Development under the Participation – Work Readiness program. This program is available to people who need training to enter the workforce. Most of these participants are referred from Employment service providers such as Status, Workskill Australia, Artwork Australia. Department of Education, Department of Justice and Aboriginal corporations are some of the others from whom we get trainees. Training participants include but not limited to Aboriginal people, people with disabilities, culturally and linguistically diverse and youth at risk.

Student / Job Seeker Trainee Numbers from May 2024 to Aug 2024

LRA Local Regional Authorities	No. Students from LRA Suburbs
City of Joondalup	23
City of Stirling	19
City of Wanneroo	65
Town of Victoria Park	0
City of Perth	1
City of Vincent	2
Town of Cambridge	2

Audit and Risk Committee - Minutes 11 September 2024



MINUTES

AUDIT AND RISK COMMITTEE MEETING

11 SEPTEMBER 2024

TIME: 6.30PM

CITY OF STIRLING

*Constituent Members: Cities of Perth, Joondalup, Stirling, Vincent and Wanneroo
Towns of Cambridge and Victoria Park*



MINDARIE REGIONAL COUNCIL

NOTICE OF MEETING

03 September 2024

Members are advised that the Audit and Risk Committee meeting will be held at the City of Stirling, 25 Cedric Street, Stirling, WA 6065, on Wednesday 11 September 2024, at 6.30pm.

Yours faithfully



SCOTT CAIRNS
Chief Executive Officer

AUDIT AND RISK COMMITTEE MEMBERS:

Cr Chris Hatton	CHAIR	(City of Stirling)
Cr Joe Ferrante	DEPUTY CHAIR	(City of Stirling)
Cr Paul Miles		(City of Wanneroo)
Mr Aswin Kumar		External Member

MRC REPRESENTATIVES:

Mr Scott Cairns	Chief Executive Officer
Ms Adnana Arapovic	Executive Manager Corporate Services
Ms Sonia Cherico	Human Resources Manager
Ms Deborah Toward	Executive Assistant

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1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chair declared the meeting open at 6.45 pm

The Chair thanked the CEO for providing an agenda briefing, and acknowledged the substantial time spent reviewing the agenda papers in detail before the Audit and Risk Committee meeting.

2 ATTENDANCE / APOLOGIES

ATTENDANCE:

Cr Chris Hatton	CHAIR	(City of Stirling)
Cr Joe Ferrante	DEPUTY CHAIR	(City of Stirling) <i>attended on line (audio)</i>
Mr Aswin Kumar		External Member

APOLOGIES:

Cr Paul Miles	(City of Wanneroo)
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MRC REPRESENTATIVES:

Mr Scott Cairns	Chief Executive Officer
Ms Adnana Arapovic	Executive Manager Corporate Services
Ms Sonia Cherico	Human Resources Manager
Ms Deborah Toward	Executive Assistant

VISITORS

Nil

3 TERMS OF REFERENCE

At an Ordinary Council Meeting held on 26 May 2022, Council adopted the Terms of Reference for the Audit and Risk Committee, as follows:

Terms of Reference – Audit and Risk Committee

1. Objectives of Audit Committee

In line with Function 16 of the Local Government (Audit) Regulations 1996, the objective of the Audit and Risk committee is to:

- Support Council in fulfilling its governance and oversight responsibilities in relation to financial reporting, internal control structure, risk management and external audit functions and ethical accountability.*
- Critically examine the annual external audit and liaise with the Office of the Auditor General (OAG) so that Council can be satisfied with the performance of the local government in managing its financial affairs.*
- Receive and review reports prepared by the Chief Executive Officer in accordance with the Regulations, and present a report to Council on its findings and recommendations.*

Reports from the Committee will assist Council in discharging its legislative responsibilities of controlling the Council's affairs, determining the Council's policies and overseeing the

allocation of the Council's finances and resources. The Committee will ensure openness in the Council's financial reporting and will liaise with the Chief Executive Officer (CEO) to ensure the effective and efficient management of the Council's financial accounting systems and compliance with legislation.

The Committee is to facilitate:

- the enhancement of the credibility and objectivity of external financial reporting;*
- effective management of financial and other risks and the protection of Council assets;*
- compliance with laws and regulations as well as use of best practice guidelines relative to audit, risk management, internal control and legislative compliance;*
- the provision of an effective means of communication between the OAG, the CEO and the Council.*

2. Powers of the Audit Committee

The Committee is a formally appointed committee of Council and is responsible to that body. The Committee does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility and does not have any delegated financial responsibility. The Committee does not have any management functions and cannot involve itself in management processes or procedures.

The Committee is to report to Council and provide appropriate advice and recommendations on matters relevant to its terms of reference in order to facilitate

informed decision-making by Council in relation to the legislative functions and duties of the Council that have not been delegated to the CEO.

3. Membership

The Committee will consist of a minimum of three elected members. The Council may also appoint an external member. All members shall have full voting rights.

External persons appointed to the Committee will be a member of CPA Australia or the Institute of Chartered Accountants (Australia), have the requisite financial, risk, commercial and/or business experience, and will be sufficiently conversant with governance, financial and other reporting requirements to allow them to fulfil the role.

Appointment of external persons shall be made by Council by way of a public advertisement and be for a maximum of two years.

Reimbursement of approved expenses will be paid to each external person who is a member of the Committee, up to an annual limit set as part of the annual budget process.

The CEO and employees are not members of the committee.

The CEO or his/her nominee is to attend all meetings to provide advice and guidance to the Committee.

The Council shall provide secretarial and administrative support to the Committee.

4. Meetings

The Committee shall meet at least once a year. Additional meetings shall be convened at the discretion of the presiding person. A quorum of the Committee will be constituted by three members.

Any decision of the Committee is to be made by simple majority.

5. Reporting

Reports and recommendations of each committee meeting shall be presented to the next ordinary meeting of the Council.

6. Duties and Responsibilities

The duties and responsibilities of the Committee will be –

- (a) Provide guidance and assistance to Council as to carrying out the function of the Council in relation to audits.*
- (b) Review and recommend to Council –*
 - a list of those matters to be audited; and*
 - the scope of the audit to be undertaken.*
- (c) Meet with the OAG once in each year and provide a report to Council on the matters discussed and outcome of those discussions.*
- (d) Liaise with the CEO to ensure that the Local Government does everything in its power to –*
 - assist the OAG to conduct the audit and carry out his or her other duties under the Local Government Act 1995; and*
 - ensure that audits are conducted successfully and expeditiously.*
- (e) Examine the reports of the OAG after receiving a report from the CEO on the matters and –*
 - determine if any matters raised require action to be taken by the Council; and*
 - ensure that appropriate action is taken in respect of those matters.*
- (f) Review the report prepared by the CEO on any actions taken, in respect of any matters raised in the report of the OAG and present the report to Council for adoption prior to the end of the next financial year or six months after the last report prepared by the OAG is received, whichever is the latest in time.*
- (g) Review the scope of the audit plan and program and its effectiveness.*
- (h) Review the appropriateness of special internal audit assignments undertaken at the request of Council or CEO.*
- (i) Review the level of resources allocated to internal audit and the scope of its authority.*
- (j) Review reports of internal audits and monitor the implementation of recommendations made by OAG and review the extent to which Council and management reacts to matters raised.*
- (k) Facilitate liaison between the internal auditor and the OAG to promote compatibility, to the extent appropriate, between their audit programs.*
- (l) Review Council's draft annual financial report, focusing on:*
 - accounting policies and practices;*
 - changes to accounting policies and practices;*
 - the process used in making significant accounting estimates;*
 - significant adjustments to the financial report (if any) arising from the audit process;*
 - compliance with accounting standards and other reporting requirements; and*
 - significant variances from prior years.*
- (m) Consider recommending adoption of the financial report to Council.*
- (n) Address issues brought to the attention of the Committee, including responding to requests from Council for advice that are within the parameters of the Committee's terms of reference.*

**MINDARIE REGIONAL COUNCIL
MINUTES - AUDIT AND RISK COMMITTEE MEETING
11 SEPTEMBER 2024**

- (o) *Seek information or obtain expert advice through the CEO on matters of concern within the scope of the Committee's terms of reference following authorisation from the Council.*
- (p) *Review the annual Compliance Audit Return and report to the Council the results of that review.*
- (q) *Consider the CEO review of the appropriateness and effectiveness of the Council's systems and procedures in regard to risk management, internal control and legislative compliance, required to be provided to the Committee,*
- (r) *and report to the Council the results of those reviews, in accordance with regulation 17 of the Local Government (Audit) Regulations 1996.*
- (s) *Monitor the progress of any major lawsuits facing the Council.*
- (t) *Perform an annual review of the MRC Risk Management Framework and the full risk register.*
- (u) *Perform a biannual review of the high risks identified in the Council's Risk Register.*

4	DECLARATION OF INTERESTS
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Nil

5	CONFIRMATION OF MINUTES OF PREVIOUS MEETING
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The minutes of the Audit and Risk Committee meetings held on 06 March 2024 have been printed and circulated to the Committee.

RECOMMENDATION

That the Minutes of the Audit and Risk Committee Meeting held on 06 March 2024 be taken as read, confirmed and the Chair invited to sign same as a true record of the proceedings.

Moved Cr Hatton, seconded Cr Ferrante

RESOLVED

That the recommendation be adopted

(CARRIED UNANIMOUSLY 3/0)

For: Crs Hatton, Ferrante and Mr Kumar

Against: Nil

6 REPORTS

6.1 Audit and Risk Committee Terms of Reference Review	
Reference:	GF-23-0000423
Attachment(s):	Attachment 1 and 2
Date:	30 August 2024
Responsible Officer:	CHIEF EXECUTIVE OFFICER

SUMMARY

The purpose of this report is to review the Audit Committee Terms of Reference.

BACKGROUND

At an Ordinary Council Meeting held on 7 July 2005 an Audit Committee was established by Council under s7.1A of the Local Government Act 1995. On 27 October 2005 Council adopted the Terms of Reference for the operation of the Audit Committee. These terms of reference were subsequently revised by Council at an Ordinary Council Meeting held on 26 May 2022, together with a name change of the Committee to Audit and Risk Committee.

DETAIL

In line with Function 16 of the Local Government (Audit) Regulations 1996, the objective of the Audit and Risk committee is to:

- Support Council in fulfilling its governance and oversight responsibilities in relation to financial and performance reporting, internal control structure, risk management and external and internal audit functions and ethical accountability
- Critically examine the annual external audit and liaise with the Office of the Auditor General (OAG) so that Council can be satisfied with the performance of the local government in managing its financial affairs.
- Receive and review reports prepared by the Chief Executive Officer in accordance with the Regulations and present a report to Council on its findings and recommendations.

Reports from the Committee will assist Council in discharging its legislative responsibilities of controlling the Council's affairs, determining the Council's policies and overseeing the allocation of the Council's finances and resources. The Committee will ensure openness in the Council's financial reporting and will liaise with the Chief Executive Officer (CEO) to ensure the effective and efficient management of the Council's financial accounting systems and compliance with legislation.

The Committee is to facilitate:

- the enhancement of the credibility and objectivity of financial reporting;
- effective management of financial and other risks and the protection of Council assets;
- compliance with laws and regulations as well as use of best practice guidelines relative to audit, risk management, internal control and legislative compliance;

**MINDARIE REGIONAL COUNCIL
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- the provision of an effective means of communication between the OAG, the CEO and the Council.

The proposed changes to the terms of reference are as follows:

- **Section 1.** Objectives of the Audit and Risk Committee - to include financial and performance reporting.
- **Section 3.** Membership – inclusion of meeting fees for Independent Members
- **Section 4.** Meeting frequency changed from 'once a year' to 'twice a year'
- **Section 6 (a)** inclusion of risk management
- **Section 6 (p)** inclusion of responsibility relating to Strategic Planning documents reporting - review and recommendation
- **Section 6 (q)** include the words 'and recommendation'
- **Section 6(s)** inclusion of responsibility relating to Regulation 5, *LG (Financial Management) Regulations 1996*

The marked-up version of the Terms of Reference can be found at Attachment 1 to this agenda and the clean copy at Attachment 2.

CONSULTATION

Nil

STATUTORY IMPLICATIONS

Local Government Act 1995

Local Government (Audit) Regulations 1996

Local Government (Financial Management) Regulations 1996

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Strategic Community Plan:

Objective 3.1 Maintain efficient and equitable governance

3.1.2 Ensure compliance with all legislative, probity, and regulatory requirements

COMMENT

The terms of reference reflect that financial audits of Local Governments are conducted by OAG, in addition, performance audits are now conducted of local governments under similar programs to that of State Government.

VOTING REQUIREMENT

Simple Majority

RESPONSIBLE OFFICER RECOMMENDATION

That the Audit and Risk Committee recommend to Council to:

1. Adopts the revised Audit and Risk Committee Terms of Reference.

Moved Cr Ferrante, seconded Cr Hatton

RESOLVED

That the recommendation be adopted

(CARRIED UNANIMOUSLY 3/0)

For: Crs Hatton, Ferrante and Mr Kumar

Against: Nil

Attachment 1 - Tracked changed copy – Terms of Reference

AUDIT AND RISK COMMITTEE TERMS OF REFERENCE

1. Objectives of Audit and Risk Committee

In line with Function 16 of the Local Government (Audit) Regulations 1996, the objective of the Audit and Risk committee is to:

- Support Council in fulfilling its governance and oversight responsibilities in relation to financial and performance reporting, internal control structure, risk management and external and internal audit functions and ethical accountability;
- Critically examine the annual external audit and liaise with the Office of the Auditor General (OAG) so that Council can be satisfied with the performance of the local government in managing its financial affairs.
- Receive and review reports prepared by the Chief Executive Officer in accordance with the Regulations; and present a report to Council on its findings and recommendations.

Reports from the Committee will assist Council in discharging its legislative responsibilities of controlling the Council's affairs, determining the Council's policies and overseeing the allocation of the Council's finances and resources. The Committee will ensure openness in the Council's financial reporting and will liaise with the Chief Executive Officer (CEO) to ensure the effective and efficient management of the Council's financial accounting systems and compliance with legislation.

The Committee is to facilitate:

- the enhancement of the credibility and objectivity of external financial reporting;
- effective management of financial and other risks and the protection of Council assets;
- compliance with laws and regulations as well as use of best practice guidelines relative to audit, risk management, internal control and legislative compliance;
- the provision of an effective means of communication between the OAG, the CEO and the Council.

2. Powers of the Audit Committee

The Committee is a formally appointed committee of Council and is responsible to that body. The Committee does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility and does not have any delegated financial responsibility. The Committee does not have any management functions and cannot involve itself in management processes or procedures.

The Committee is to report to Council and provide appropriate advice and recommendations on matters relevant to its terms of reference in order to facilitate informed decision-making by Council in relation to the legislative functions and duties of the Council that have not been delegated to the CEO.

3. Membership

The Committee will consist of a minimum of three elected members. The Council may also appoint an external independent member. All members shall have full voting rights.

External persons appointed to the Committee will be a member of CPA Australia or the Institute of Chartered Accountants (Australia), have the requisite financial, risk, commercial and/or business experience, and will be sufficiently conversant with governance, financial and other reporting requirements so as to allow them to fulfil the role.

Appointment of ~~external~~independent persons shall be made by Council by way of a public advertisement and be for a maximum of two years.

Independent Committee members will receive an allowance as per the Salaries and Allowances Tribunal (SAT) determination, and reimbursement
~~Reimbursement~~ of approved expenses will be paid to each ~~external~~independent person who is a member of the Committee, up to an annual limit set as part of the annual budget process.

The CEO and employees are not members of the committee.

The CEO or his/her nominee is to attend all meetings to provide advice and guidance to the Committee.

The Council shall provide secretarial and administrative support to the Committee.

4. Meetings

The Committee shall meet at least ~~once~~twice a year.

Additional meetings shall be convened at the discretion of the presiding person.

A quorum of the Committee will be constituted by three members.

Any decision of the Committee is to be made by simple majority.

5. Reporting

Reports and recommendations of each committee meeting shall be presented to the next ordinary meeting of the Council.

6. Duties and Responsibilities

The duties and responsibilities of the Committee will be –

- (a) Provide guidance and assistance to Council as to carrying out the function of the Council in relation to audits and risk management.
- (b) Review and recommend to Council –
 - a list of those matters to be audited; and
 - the scope of the audit to be undertaken.
- (c) Meet with the OAG once in each year and provide a report to Council on the matters discussed and outcome of those discussions.
- (d) Liaise with the CEO to ensure that the Local Government does everything in its power to –

- assist the OAG to conduct the audit and carry out his or her other duties under the *Local Government Act 1995*; and
 - ensure that audits are conducted successfully and expeditiously.
- (e) Examine the reports of the OAG after receiving a report from the CEO on the matters and –
- determine if any matters raised require action to be taken by the Council; and
 - ensure that appropriate action is taken in respect of those matters.
- (f) Review the report prepared by the CEO on any actions taken, in respect of any matters raised in the report of the OAG and present the report to Council for adoption prior to the end of the next financial year or six months after the last report prepared by the OAG is received, whichever is the latest in time.
- (g) Review the scope of the audit plan and program and its effectiveness.
- (h) Review the appropriateness of special internal audit assignments undertaken at the request of Council or CEO.
- (i) Review the level of resources allocated to internal audit and the scope of its authority.
- (j) Review reports of internal audits and monitor the implementation of recommendations made by OAG and review the extent to which Council and management reacts to matters raised.
- (k) Facilitate liaison between the internal auditor and the OAG to promote compatibility, to the extent appropriate, between their audit programs.
- (l) Review Council's draft annual financial report, focusing on:
- accounting policies and practices;
 - changes to accounting policies and practices;
 - the process used in making significant accounting estimates;
 - significant adjustments to the financial report (if any) arising from the audit process;
 - compliance with accounting standards and other reporting requirements; and
 - significant variances from prior years.
- (m) Consider recommending adoption of the financial report to Council.
- (n) Address issues brought to the attention of the Committee, including responding to requests from Council for advice that are within the parameters of the Committee's terms of reference.
- (o) Seek information or obtain expert advice through the CEO on matters of concern within the scope of the Committee's terms of reference following authorisation from the Council.
- ~~(o)~~(p) Review the Strategic Planning documents and report to the Council the results and recommendation of that review.
- ~~(p)~~(q) Review the annual Compliance Audit Return and report to the Council the results and recommendation of that review.

~~(a)~~(r) Consider the CEO review of the appropriateness and effectiveness of the Council's systems and procedures in regard to risk management, internal control and legislative compliance, required to be provided to the Committee, and report to the Council the results of those reviews, in accordance with regulation 17 of the *Local Government (Audit) Regulations 1996*.

(s) Consider the CEO review of the appropriateness of the Council's financial management systems and procedures and report to the Council the results of those reviews, in accordance with regulation 5 of the *Local Government (Financial Management) Regulations 1996*.

~~(r)~~(t) Monitor the progress of any major lawsuits facing the Council.

~~(s)~~(u) Perform an annual review of the MRC Risk Management Framework and the full risk register.

~~(t)~~(v) Perform a biannual review of the high risks identified in the Council's Risk Register.

Attachment 2 - Clean copy – Terms of Reference

AUDIT AND RISK COMMITTEE TERMS OF REFERENCE

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 - the scope of the audit to be undertaken.
- (c) Meet with the OAG once in each year and provide a report to Council on the matters discussed and outcome of those discussions.
- (d) Liaise with the CEO to ensure that the Local Government does everything in its power to –
 - assist the OAG to conduct the audit and carry out his or her other duties under the *Local Government Act 1995*; and
 - ensure that audits are conducted successfully and expeditiously.

- (e) Examine the reports of the OAG after receiving a report from the CEO on the matters and –
 - determine if any matters raised require action to be taken by the Council; and
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- (l) Review Council's draft annual financial report, focusing on:
 - accounting policies and practices;
 - changes to accounting policies and practices;
 - the process used in making significant accounting estimates;
 - significant adjustments to the financial report (if any) arising from the audit process;
 - compliance with accounting standards and other reporting requirements; and
 - significant variances from prior years.
- (m) Consider recommending adoption of the financial report to Council.
- (n) Address issues brought to the attention of the Committee, including responding to requests from Council for advice that are within the parameters of the Committee's terms of reference.
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- (p) Review the Strategic Planning documents and report to the Council the results and recommendation of that review.
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- (s) Consider the CEO review of the appropriateness of the Council's financial management systems and procedures and report to the Council the results of those reviews, in accordance with regulation 5 of the *Local Government (Financial Management) Regulations 1996*.
- (t) Monitor the progress of any major lawsuits facing the Council.
- (u) Perform an annual review of the MRC Risk Management Framework and the full risk register.
- (v) Perform a biannual review of the high risks identified in the Council's Risk Register.

6.2 Corporate Business Plan Periodical Reporting for period ending June 2024	
File No:	GF-23-0000310
Attachment (s)	Nil
Date:	29 August 2024
Responsible Officer:	Chief Executive Officer

PURPOSE

To provide the Audit and Risk Committee a periodical reporting overview of the Corporate Business Plan performance, for endorsement to Council.

The report provides information on achievements and performance against the milestones outlined in the MRC's 4-year Corporate Business Plan 2023-2027 (CBP). The CBP is the MRC's medium-term planning document which contains the services, projects and activities which have been developed in response to the Vision, Mission and Objectives of the organisation's 10-year Strategic Community Plan 2023-2032.

BACKGROUND

The MRC's CBP 2023-2027 (CBP) was adopted by Council at its meeting on 22 June 2023. The CBP is required to be reviewed every four years under the requirements of the *Local Government (Administration) Regulations 1996*.

On 27 April 2023 Council adopted the Strategic Community Plan 2023-2032 (SCP) providing the MRC with its long term strategy which informed the CBP together with the informing plans: Long Term Financial Plan, Asset Management Plan and Workforce Plan.

The CBP Strategic Objective 3.1.2, Ensure compliance with all legislative probity and regulatory requirements, requires the introduction of CBP periodical reporting to the Audit and Risk Committee.

DETAIL

The MRC Leadership Team completed a periodical review of the CBP for the quarter ending 30 June 2024, at a meeting held on 12 July 2024. This review tracks the status of individual key actions to ensure activities are in progress to meet the planned timeframes.

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Performance is ranked using the following coloured traffic lights status:

Completed	Action completed, with no further action required.
In progress – on track	Action commenced and on track to be completed within timeframe.
In progress – belated	Action commenced and belated, risk of not meeting timeframe.
Not Commenced	Action due not commenced, risk of not meeting timeframe.
Scheduled 2024/25	Action not due in the reporting period.

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The following table provides the full CBP review as at 12 July 2024

Key Actions	Status	Planned Actions				Comments
		23/24	24/25	25/26	26/27	
Review completed 12 July 2024						
1.1 Operate waste management activities effectively						
1.1.1 Operate activities in line with licence conditions, as a minimum						
Review landfill cell fill sequence plans quarterly, reported annual basis	In progress - on track	√	√	√	√	Reviewed fortnightly with Ops team.
Review Surface Water Management Plans quarterly, reported annual basis	In progress - on track	√	√	√	√	Reviewed fortnightly with Ops team.
Review fit for purpose landfill leachate management plans quarterly, reported annual basis	In progress - on track	√	√	√	√	Reviewed fortnightly with Ops team.
Establish an Odour Management Key Stakeholder (OMKS) working group.	Completed	√				Established and operating.
1.1.2 Ensure infrastructure meets future needs and invest in emerging technologies						
Establishment of a fit for purpose Strategic Fleet Management Plan (SFMP), solution	In progress - belated	√	√			Planned for Financial Year (FY) Quarter 3 delivery Quarter 4.
1.2 Utilise the best practice waste diversion and resource recovery solutions						
1.2.1 Continually assess solutions used						
Investigated opportunities to increase landfill airspace utilisation	In progress - on track	√	√	√	√	Ewaste contract renewed in line with legislative changes. WtE commissioning with have positive impacts.

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Identify and access the highest resource recovery solutions for member councils key waste streams	Scheduled 2024/25		√	√		
Identify and develop processes and procedures to improve waste to landfill diversion rates	In progress - on track	√	√			E-waste and HHW contracts renewed alongside ongoing upgrades of Ewaste reception services on site.
Implement a quarterly fleet and plant utilisation and maintenance reporting system	Completed	√				
Monitor and continuously update quarterly fleet and plant utilisation and maintenance reports	Scheduled 2024/25		√	√	√	
Develop internal systems, which are consistent with the WA Government Fleet Policy and Guidelines, to document MRC's fleet related procedures and practices	Scheduled 2024/25		√			
Key Actions	Status	Planned Actions				Comments
		23/24	24/25	25/26	26/27	Review completed 12 July 2024
1.3 Maintain responsive business practices and systems						
1.3.1 Evaluate the effectiveness of systems and procedures in light of changing business requirements						
Review market options for a facility management software system which integrates with Weighbridge functions	Completed	√	√			Internal review of options has been undertaken, upgrade to existing system to implemented 24/25.
Implementation a facility management software system which integrates with Weighbridge functions	Scheduled 2024/25	√	√			
1.3.2 Ensure quality value proposition for members						
Establish member’s key metrics for Tamala Park services.	Scheduled 2025/26			√		

Survey members views on Tamala Park services and develop recommendations report	Scheduled 2024/25		√	√	√	Operations managers' forum to commence as referenced at SWG.
1.4 Promote the organisation's profile with external stakeholders						
1.4.1 Engage through formal industry memberships						
Maintain relevant industry memberships to keep up with the trends in Waste Management	In progress - on track	√	√	√	√	The MRC maintains memberships with the Waste Management and Resource Recovery Association of Australia (WMRR), Australian Landfill Owners Association, Australian Organics Recycling Association and the Green Deal Alliance. MRC representatives sit on the WMRR WA State Branch, WA FOGO Working Group and the Green Deal Alliance Leadership Team.
1.4.2 Broaden the MRC's wider industry profile through collaboration and partnership						
Actively participate in the wider industry committees, advisory groups, workshops and seminars	In progress - on track	√	√	√	√	Mid-Year Budget Review included provision for a new Media & Communications Officer position to fulfil these requirements. Position Description development and Recruitment process now under way. This position will work on the delivery of this action.
Promote MRC and member council waste achievements / key activities / website links	In progress - on track	√	√	√	√	
Promote state waste reduction initiatives	Not commenced	√	√	√	√	
Key Actions	Status	Planned Actions				Comments
		23/24	24/25	25/26	26/27	Review completed 12 July 2024
1.4.3 Neighbourhood stakeholder engagement						

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Establish a Neighbourhood stakeholder communication plan	Scheduled 2025/26			√		Mid Year Budget Review included provision for a new Media & Communications Officer position to fulfil these requirements. Position Description development and Recruitment process now under way. This position will work on the delivery of this action.
1.5 Enhance organisational environmental sustainability						
1.5.1 Measure the MRC's environmental impact including carbon footprint						
Develop report on the MRC's environmental impact and provide recommendation for improvement	Scheduled 2024/25		√			Business case under development 24/25 budget.
1.5.2 Develop an implementation action plan to reduce the MRC's environmental impact						
Develop an environmental sustainability action plan	Scheduled 2024/25		√			Business case under development 24/25 budget.
1.5.3 Allocate budget to address implementation plan						
Deliver environmental sustainable recommendations endorsed by Council	Scheduled 2025/26			√	√	Business case under development 24/25 budget.
2.1 Identify and access infrastructure for the resource recovery of member councils' materials in alignment with the state waste strategy						
2.1.1 Assess processing facilities within the district for the following streams (FOGO, Residual Waste, and Commingled Recyclables)						
Research and identify alternative waste processing opportunities within the district (FOGO)	In progress - on track	√	√			FOGO on track, tender closed. Evaluation now ongoing.

Research and identify alternative waste processing opportunities within the district (District Residual WtE Solution)	In progress - belated	√	√			WTE preferred tenderer nominated, contract negotiations on going for completion September 2024
Research and identify alternative waste processing opportunities within the district (District Commingled Recyclables)	Scheduled 2025/26			√	√	
2.1.2 Deliver opportunities above, as resolved by Council						
Deliver recommendations endorsed by Council	Scheduled 2025/26			√	√	Pending above outcomes FOGO, WtE
Key Actions	Status	Planned Actions				Comments
		23/24	24/25	25/26	26/27	Review completed 12 July 2024
2.2 Build the circular economy within the district						
2.2.1 Investigate potential and feasibility of other revenue generating resource recovery facilities within the district (Tamala Park, MRC Neerabup site, etc.)						
Develop a waste resource flow model for MRC and its member councils	Scheduled 2024/25		√	√		Business case under development 24/25 budget. Waste Audit considered Quarter 4 / Quarter 1 2025
Develop Circular Economy Options Report for Tamala Park	Scheduled 2024/25		√	√		Business case under development 24/25 budget
Develop Circular Economy Options Report for Neerabup Site	Scheduled 2024/25		√	√		Business case under development 24/25 budget
Develop a Circular Economy Master Plan	Scheduled 2025/26			√		Business case under development 24/25 Budget
2.2.2 Deliver opportunities above, as resolved by Council						

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Deliver circular economy Master Plan as endorsed by Council	Scheduled 2025/26			√	√	Pending above
2.2.3 MRC to advocate for the establishment of a circular economy						
Support the member Councils advocacy for their circular economy objectives through digital platforms	In progress - on track	√	√	√	√	Mid-Year Budget Review included provision for a new Communications Officer position to fulfil these requirements. Position Description development and Recruitment process now under way. This position will work on the delivery of this action.
2.2.4 Collaborate with external stakeholders including federal and state government, private sector, and not-for-profit sector						
Utilise CEO forums to actively participate in the circular economy establishment within the wider industry	In progress - on track	√	√	√	√	CEO attends WALGA Regional Council Working Group with all other Perth and Peel Regional Council CEOs. Regular MRC CEO Meetings initiated.
2.3 Maximise use of MRC’s assets and technical capabilities						
2.3.1 Future options appraisal of the Tamala Park site						
Develop Future Use Feasibility Study for Tamala Park	In progress - on track	√	√			Progress made on action Council deferred report on CIP at May OCM.
Key Actions	Status	Planned Actions				Comments
		23/24	24/25	25/26	26/27	Review completed 12 July 2024
2.3.2 Develop and agree a post-closure plan for the Tamala Park site						
Develop and agree a post-closure plan for the Tamala Park site	In progress - belated	√				CIP Endorsed at the OCM 24 June 2024, Tamala Park post closure management plan in progress.

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2.3.3 Identify and deliver highest value outcome for the MRC's Neerabup site						
Develop future use options report for Neerabup site	Scheduled 2024/25		√	√		
Deliver Neerabup future use recommendations endorsed by Council	Scheduled 2025/26			√	√	
3.1 Maintain efficient and equitable governance						
3.1.1 New Establishment Agreement						
Review of MRC Services and desired outcomes	In progress - belated	√	√			Councillor workshop discussed potential future options alongside requirements for agreement on the future of the current operations at Tamala Park. Progress unlikely until final Tamala Park Master Plan is completed. Still on track, however, to be completed within timelines that are set.
Assessment of stakeholder arrangements	In progress - belated		√	√		
3.1.2 Ensure compliance with all legislative, probity, and regulatory requirements						
Review and deliver Integrated planning framework	Completed	√	√			
Deliver External Reporting and Regulatory Audit Programs	In progress - on track	√	√	√	√	
Review the Risk Management Plan and Appetite Statement and maintain reporting systems	In progress - on track	√	√	√	√	

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Introduce Corporate Business Plan periodical reporting to the Audit and Risk Committee	In progress - on track	√	√			Investigating a system that provides greater clarification on progress against individual project targets and allows for input from project officers.
Introduce a Fraud and Misconduct Control and Resilience Policy	Completed		√			

Key Actions	Status	Planned Actions				Comments
		23/24	24/25	25/26	26/27	Review completed 12 July 2024
3.2 Ensure responsible use of organisational resources						
3.2.1 Resources will be deployed in line with the objectives of the Strategic Community Plan						
Develop project management framework.	In progress - on track	√				Monday.com for project management, internally deployed. Training has been undertaken for all staff.
Implement the contract management system	In progress - on track	√	√	√	√	Decision not to include WHS in the system. RFQ Under evaluation for standalone contract management system.
Review future infrastructure needs and emerging technologies	In progress - on track	√	√	√	√	Pending Post closure management plan
Strategically plan and manage MRC plant and equipment and fleet to gain the best value and efficiencies	Completed	√	√	√	√	

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Review and consolidate Tamala Park Waste management facility plans into one single master plan.	In progress - on track	√	√		√	Pending Post closure management plan
Implement a Pollution Incident Response Management Plan (PIRMP) and update the plan on an annual basis.	Not commenced	√				Not started
Review and update the Workforce Plan, Asset Management and Long Term Financial Plan	In progress - belated	√	√	√	√	LTFP endorsed by council 27 June 2024 AMP and WP pending outcome and council decision regarding CIP.
3.3 Retain financial sustainability with a commercial focus						
3.3.1 Operate in alignment with the organisation's Long Term Financial Plan						
Review of MRC Services and desired outcomes Review of previous Draft Establishment Agreement with consideration given to a regional authority model	In progress - belated	√	√	√	√	Business units reviewed, currently awaiting CIP outcomes
Develop New Establishment Agreement for Council endorsement	Not commenced		√	√		Awaiting outcome of WtE, FOGO and CRC structures.
Key Actions	Status	Planned Actions				Comments
		23/24	24/25	25/26	26/27	
						Review completed 12 July 2024
3.3.2 Explore opportunities for alternative revenue generation and return to members						
Based on endorsed circular economy / commercial opportunities, maintaining positive unrestricted cash and investment balance	In progress – on track	√	√	√	√	LTFP is pending outcome and council decision regarding CIP and AMP. External consultant has provided a high level review of energy generation, storage and supply

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						opportunities of landfill. Further assessment of the whole site is planned for 24/25.
3.3.3 Promote and support greener supply chains						
Review and deliver procurement processes that support sustainable procurement objectives	In progress - on track	√	√	√	√	Policy updated and endorsed by Council May 2024.

STATUTORY ENVIRONMENT

The SCP is a requirement of the Local Government Act 1995 and the Local Government (Administration) Regulations 1996

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The CBP 2023-2027 details the services, projects and capital programs to be delivered, and is informed by the Long Term Financial Plan and annual budgets covering the period of the plan.

STRATEGIC IMPLICATIONS

Strategic Community Plan:

Objective 3.1 Maintain efficient and equitable governance

3.1.2 Ensure compliance with all legislative, probity, and regulatory requirements

- Introduce Corporate Business Plan periodical reporting to the Audit and Risk Committee

COMMENT

Nil.

RESPONSIBLE OFFICER RECOMMENDATION

That the Audit and Risk Committee recommends that Council endorse the Corporate Business Plan progress report, as presented.

Moved Cr Hatton, seconded Mr Kumar

RESOLVED

That the recommendation be adopted

(CARRIED UNANIMOUSLY 3/0)

For: Crs Hatton, Ferrante and Mr Kumar

Against: Nil

Moved Cr Hatton, seconded Cr Ferrante

Procedural Motion:

That the Audit and Risk Committee:

1. Closes the meeting to the members of the public at 7.10 pm to consider items 7.1, 7.2 and 7.3 in accordance with section 5.23 (f)(ii) of the Local Government Act 1995.
2. Permits the MRC Chief Executive Officer and MRC staff to remain in the meeting during discussions for items 7.1, 7.2 and 7.3

(CARRIED UNANIMOUSLY 3/0)

For: Crs Hatton, Ferrante and Mr Kumar

Against: Nil

7	MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC
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This report is confidential and dealt with in a confidential session, under Section 5.23 (2) (f)(ii) of The *Local Government Act 1995* as the report deals with matters concerning risks to the MRC.

7.1 FULL RISK REGISTER	
File No:	GF-20-0000408
Attachment (s)	Attachment 1- Full Risk Register
Date:	29 August 2024
Responsible Officer:	CHIEF EXECUTIVE OFFICER

RESPONSIBLE OFFICER RECOMMENDATION

That the Audit and Risk Committee recommend that Council note the full risk register as presented.

Moved Cr Ferrante, seconded Cr Hatton

RESOLVED

That the recommendation be adopted

(CARRIED UNANIMOUSLY 3/0)

For: Crs Hatton, Ferrante and Mr Kumar

Against: Nil

This report is confidential and dealt with in a confidential session, under Section 5.23 (2) (f)(ii) of The *Local Government Act 1995* as the report deals with matters concerning risks to the MRC.

7.2 DRAFT RISK APPETITE STATEMENT AND RISK MANAGEMENT PLAN

File No:	GF-22-0000456
Attachment (s)	Attachment 1 – Draft Risk Management Plan and Risk Appetite Statement Version 2 Attachment 2 – Draft (Appendix A) MRC Risk Assessment and Acceptance Criteria
Date:	29 August 2024
Responsible Officer:	CHIEF EXECUTIVE OFFICER

RESPONSIBLE OFFICER RECOMMENDATION

That the Audit and Risk Committee recommends that Council adopt

1. Risk Management Plan and Risk Appetite Statement, and;
2. Risk Appetite Statement and Risk Assessment and Acceptance Criteria

Moved Cr Ferrante, seconded Cr Hatton

RESOLVED

That the recommendation be adopted

(CARRIED UNANIMOUSLY 3/0)

For: Crs Hatton, Ferrante and Mr Kumar

Against: Nil

This report is confidential and dealt with in a confidential session, under Section 5.23 (2) (f)(ii) of The <i>Local Government Act 1995</i> as the report deals with matters concerning risks to the MRC.	
7.3	CEO's Review of the appropriateness and effectiveness of the financial management systems and procedures
File No:	GF-24-0000131
Attachment (s)	Attachment 1 - Report on the review of the Appropriateness and effectiveness of the financial management systems and procedures
Date:	13 June 2024
Responsible Officer:	CHIEF EXECUTIVE OFFICER

RESPONSIBLE OFFICER RECOMMENDATION

That the Audit and Risk Committee recommends that Council:

Endorses the CEO's Review of the appropriateness and effectiveness of the financial management systems and procedures of the Local Government dated 27 May 2024.

Moved Cr Hatton, seconded Cr Ferrante

RESOLVED

That the recommendation be adopted

(CARRIED UNANIMOUSLY 3/0)

For: Crs Hatton, Ferrante and Mr Kumar

Against: Nil

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**Moved Cr Hatton, seconded Mr Kumar
Procedural motion**

**To reopen the meeting to members of the public at 7.39pm
(CARRIED UNANIMOUSLY 3/0)**

For: Crs Hatton, Ferrante and Mr Kumar

Against: Nil

8	NEW BUSINESS
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Nil

9	NEXT MEETING
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21 November 2024 at the City of Stirling

10	CLOSURE
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The Chair closed the meeting at 7.41 pm and thanked the City of Stirling for their hospitality and use of their meeting facilities.

Signed.....Chair

Dated.....day of2024

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STATUS OF RESOLUTIONS FOR 2024 ONWARDS

DATE	ITEM NO	TITLE	RESOLUTION	STATUS
06.03.2024	3	Terms of Reference	Meeting Note: The Chair noted that the Terms of Reference is due for review, the review will ensure that the Committee's role in the review and recommendation of CBP reporting is captured.	Review completed
	5.1	Confirmation of Minutes of previous meeting	That the Minutes of the Audit and Risk Committee Meeting held on 23 November 2023 accurately reflect the deliberations and recommendations of the committee on that date and therefore are taken as read, and the Chair invited to sign same as a true record of the proceedings (CARRIED UNANIMOUSLY 3/0) <i>For: Crs Hatton, Ferrante and Mr Kumar</i> <i>Against: Nil</i>	For noting
	6.1	Compliance Audit Return	That the Audit and Risk Committee recommends that Council endorse the Compliance Audit return for the 2023 calendar year, as presented. Moved Cr Ferrante, seconded Cr Hatton RESOLVED That the recommendation be adopted (CARRIED UNANIMOUSLY 3/0) <i>For: Crs Hatton, Ferrante and Mr Kumar</i> <i>Against: Nil</i>	OCM date: 28.03.2024 Resolved: That the recommendation be adopted

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DATE	ITEM NO	TITLE	RESOLUTION	STATUS
06 March 2024	6.2	MRC Internal Audit Function	<p>That the Audit and Risk committee recommends to Council: That Council:</p> <ol style="list-style-type: none"> 1. Endorse the CEO's proposed internal audit function for Mindarie Regional Council. 2. Request the CEO to provide a further report detailing the three-year work plan that will be the basis of a contract for the Internal Audit service. <p>Moved Cr Hatton, seconded Cr Ferrante RESOLVED That the recommendation be adopted (CARRIED UNANIMOUSLY 3/0) <i>For: Crs Hatton, Ferrante and Mr Kumar</i> <i>Against: Nil</i></p> <p>Meeting note: Question raised by Chair that for item 6.2 Mindarie Regional Council Internal Audit Function, that there be feedback from member councillors regarding the direction of future closure and expenditure on infrastructure and assets.</p>	<p>OCM date: 28.03.2024 Resolved: That the recommendation be adopted</p> <p>For Action: Administration to seek guidance from MRC Councillors in relation to the scope for the internal audit function</p>
	7.1	High Risk Register	<p>That the Audit and Risk Committee recommends that Council: Notes the high risk register as presented. Moved Cr Ferrante, seconded Mr Kumar RESOLVED That the recommendation be adopted (CARRIED UNANIMOUSLY 3/0) <i>For: Crs Hatton, Ferrante and Mr Kumar</i> <i>Against: Nil</i></p>	<p>OCM date: 28.03.2024 Resolved: That the recommendation be adopted</p>

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DATE	ITEM NO	TITLE	RESOLUTION	STATUS
	7.2	CEO's Review of Risk Management, Internal Controls And Legislative Compliance	<p>That the Audit and Risk Committee recommends that Council: Endorses the CEO's Review of Risk Management, Internal Controls and Legislative Compliance completed 16 February 2024. Moved Cr Ferrante, seconded Cr Hatton RESOLVED That the recommendation be adopted (CARRIED UNANIMOUSLY 3/0) <i>For: Crs Hatton, Ferrante and Mr Kumar</i> <i>Against: Nil</i></p>	<p>OCM date: 28.03.2024 Resolved: That the recommendation be adopted</p>
	7.3		<p>That the Audit and Risk Committee recommends that Council: Endorse the Corporate Business Plan progress report, as presented. Moved Cr Kumar, seconded Cr Hatton RESOLVED That the recommendation be adopted (CARRIED UNANIMOUSLY 3/0) <i>For: Crs Hatton, Ferrante and Mr Kumar</i> <i>Against: Nil</i></p> <p>Meeting note: Noted by external member, Mr Kumar, that there is an opportunity to review the Corporate Business Plan reporting methodology to gain greater clarity on progress against individual targets.</p>	<p>OCM date: 28.03.2024 Resolved: That Council endorse the Corporate Business Plan progress report, as presented</p> <p>For action Administration investigations ongoing</p>

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DATE	ITEM NO	TITLE	RESOLUTION	STATUS
11/09/2024	5	Confirmation of Previous Minutes	That the Minutes of the Audit and Risk Committee meetings held on 06 March 2024 be taken as read, confirmed and the Chair invited to sign same as a true record of the proceedings.	For Noting
	6.1	Audit and Risk Committee – Terms of Reference Review	That the Audit and Risk Committee recommend to Council to: 1. Adopt the revised Audit and Risk Committee Terms of Reference. Moved Cr Ferrante, seconded Cr Hatton RESOLVED That the recommendation be adopted (CARRIED UNANIMOUSLY 3/0) <i>For: Crs Hatton, Ferrante and Mr Kumar</i> <i>Against: Nil</i>	For action Committee to Recommend to Council (OCM 11.9.2024)
	6.2	Corporate Business Plan Periodical Reporting for period ending June 2024	That the Audit and Risk Committee recommends that Council endorse the Corporate Business Plan progress report, as presented. Moved Cr Hatton, seconded Mr Kumar RESOLVED That the recommendation be adopted (CARRIED UNANIMOUSLY 3/0) <i>For: Crs Hatton, Ferrante and Mr Kumar</i> <i>Against: Nil</i>	For action Committee to Recommend to Council (OCM 11.9.2024)

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DATE	ITEM NO	TITLE	RESOLUTION	STATUS
	7.1	Full Risk Register	That the Audit and Risk Committee recommend that Council note the full risk register as presented. Moved Cr Ferrante, seconded Cr Hatton RESOLVED That the recommendation be adopted (CARRIED UNANIMOUSLY 3/0) <i>For: Crs Hatton, Ferrante and Mr Kumar</i> <i>Against: Nil</i>	For action Committee to Recommend to Council (OCM 11.9.2024)
	7.2	Draft Risk Appetite Statement and Risk Management Plan	That the Audit and Risk Committee recommends that Council adopt <ol style="list-style-type: none"> 1. Risk Management Plan and Risk Appetite Statement, and; 2. Risk Appetite Statement and Risk Assessment and Acceptance Criteria Moved Cr Ferrante, seconded Cr Hatton RESOLVED That the recommendation be adopted (CARRIED UNANIMOUSLY 3/0) <i>For: Crs Hatton, Ferrante and Mr Kumar</i> <i>Against: Nil</i>	For action Committee to Recommend to Council (OCM 11.9.2024)

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DATE	ITEM NO	TITLE	RESOLUTION	STATUS
	7.3	CEOs Review of the appropriateness and effectiveness of the financial management systems and procedures	<p>That the Audit and Risk Committee recommends that Council:</p> <p>Endorses the CEO's Review of the appropriateness and effectiveness of the financial management systems and procedures of the Local Government dated 27 May 2024.</p> <p>Moved Cr Hatton, seconded Cr Ferrante</p> <p>RESOLVED</p> <p>That the recommendation be adopted</p> <p>(CARRIED UNANIMOUSLY 3/0)</p> <p><i>For: Crs Hatton, Ferrante and Mr Kumar</i></p> <p><i>Against: Nil</i></p>	<p>For action</p> <p>Committee to Recommend to Council (OCM 11.9.2024)</p>

Summary of Council Resolutions

List of resolutions for the financial year 2024/2025 plus any outstanding resolutions from previous years			
OCM /SCM Date	Item #	Resolution	Status
18.07.2024	11.1	That Council: Receive the Financial Statements set out in Appendix No. 1 for the month ended 30 June Moved Cr Vernon, Seconded Cr Wright RESOLVED That the recommendation be adopted CARRIED UNANIMOUSLY 12/0 <i>For: Crs Castle, Creado, Ferrante, Gobbert, Hatton, Jacob, Mack, May, Miles, Proud, Vernon and Wright</i> <i>Against: Nil</i>	For information
	11.2	That Council resolve to: Note the list of accounts paid under delegated authority to the Chief Executive Officer for the month ended 30 June 2024, in accordance with regulation 13(1) of the Local Government (Financial Management) Regulations 1996. Moved Cr Gobbert, Seconded Cr Wright RESOLVED That the recommendation be adopted CARRIED UNANIMOUSLY 12/0 <i>For: Crs Castle, Creado, Ferrante, Gobbert, Hatton, Jacob, Mack, May, Miles, Proud, Vernon and Wright</i> <i>Against: Nil</i>	For information
	12	That the Members Information Bulletin Issue No. 85 be received. Moved Cr Ferrante, Seconded Cr Mack RESOLVED That the recommendation be adopted CARRIED UNANIMOUSLY 12/0 <i>For: Crs Castle, Creado, Ferrante, Gobbert, Hatton, Jacob, Mack, May, Miles, Proud, Vernon and Wright</i> <i>Against: Nil</i>	For information
27.06.2024	8.1	That the Minutes of the Ordinary Meeting of Council held on 30 May 2024 be confirmed as a true record of the proceedings. Moved Cr May, Seconded Cr Hatton RESOLVED That the recommendation be adopted CARRIED UNANIMOUSLY 12/0 <i>For: Crs Castle, Creado, Ferrante, Gobbert, Hatton, Jacob, Mack, May, Miles, Proud, Smith and Vernon</i> <i>Against: Nil</i>	For information
	9.1	That Council: Receive the Financial Statements set out in Attachment No. 1 for the month ended 31 May 2024. Moved Cr May seconded Cr Ferrante RESOLVED That the recommendation be adopted CARRIED UNANIMOUSLY 12/0 <i>For: Crs Castle, Creado, Ferrante, Gobbert, Hatton, Jacob, Mack, May, Miles, Proud, Smith and Vernon</i> <i>Against: Nil</i>	For information
	9.2	That Council: Note the list of accounts paid under delegated authority to the Chief Executive Officer for the month ended 31 May 2024, in accordance with regulation 13(1) of the Local Government (Financial Management) Regulation 1996. Moved Cr Vernon, seconded Cr Mack RESOLVED That the recommendation be adopted CARRIED UNANIMOUSLY 12/0 <i>For: Crs Castle, Creado, Ferrante, Gobbert, Hatton, Jacob, Mack, May, Miles, Proud, Smith and Vernon</i> <i>Against: Nil</i>	For information

	<p>9.3 Substantive Motion: That the Draft 2024/25 Annual Budget be adopted including the following: 1.1 Statement of Comprehensive Income That the Statement of Comprehensive Income by Nature in the Draft 2024/25 Annual Budget be adopted. 1.2 Statement of Financial Activity That the Statement of Financial Activity in the Draft 2024/25 Annual Budget be adopted. 1.3 Statement of Financial Position That the Statement of Financial Position in the Draft 2024/25 Annual Budget be adopted. 1.4 Statement of Cash Flow That the Statement of Cash Flow in the Draft 2024/25 Annual Budget be adopted. 1.5 Notes to and Forming part of the Annual Budget 2024/25 That the Notes to and Forming Part of the Draft 2024/25 Annual Budget be adopted. 1.6 Reserves That the Reserve accounts in the Draft 2024/25 Annual Budget be adopted. 1.7 Capital works program 2024/25 That the Capital Works Program in the Draft 2024/25 Annual Budget be adopted. 1.8 Operating Management budget That the Budget by each division in the Draft 2024/25 Annual Budget be adopted. 1.6 Schedule of Fees and Charges 2024/25 That the Schedule of Fees and Charges in the draft 2024/25 Annual Budget be adopted. 2 Financial Reporting and Materiality As per Local Government (Financial Management) Regulations 1996 Section 34 (5) each financial year, a Local Government is to adopt a percentage or value, calculated in accordance with the AAS (Australian Accounting Standards), to be used in financial statements for reporting material variances. For the purpose of materiality in financial reports for the 2024/25 financial year, variances shall be those equal to or greater than \$50,000. 3 Endorse the Long Term Financial Plan (LTFP) 2025-2032 That the 2025-2032 LTFP be endorsed CARRIED 11/1 <i>For: Crs Castle, Creado, Ferrante, Hatton, Jacob, Mack, May, Miles, Proud, Smith and Vernon</i> <i>Against: Cr Gobbert</i></p>	For information
	<p>10 That the Members Information Bulletin Issue No. 84 be received. Moved Cr Vernon, seconded Cr Proud RESOLVED That the recommendation be adopted CARRIED UNANIMOUSLY 12/0 <i>For: Crs Castle, Creado, Ferrante, Gobbert, Hatton, Jacob, Mack, May, Miles, Proud, Smith and Vernon</i> <i>Against: Nil</i></p>	For noting
	<p>14.1 That Council:</p> <ul style="list-style-type: none"> • Endorses the actions proposed for CIP Priority 1 in the Recommendations section of the confidential report. • Endorses the actions proposed for CIP Priority 2 in the Recommendations section of the confidential report. • Endorses the actions proposed for CIP Priority 3 in the Recommendations section of the confidential report. • Endorses the actions proposed for CIP Priority 4 in the Recommendations section of the confidential report. • Endorses the actions proposed for CIP Priority 5 in the Recommendations section of the confidential report. • Endorses the actions proposed for CIP Priority 6 in the Recommendations section of the confidential report. <p>Moved Cr Ferrante, seconded Cr Proud Items 1, 3, & 5 were put: That Council:</p> <ul style="list-style-type: none"> • Endorses the actions proposed for CIP Priority 1 in the Recommendations section of the confidential report. • Endorses the actions proposed for CIP Priority 3 in the Recommendations section of the confidential report. • Endorses the actions proposed for CIP Priority 5 in the Recommendations section of the confidential report. <p>CARRIED UNANIMOUSLY 12/0 <i>For: Crs Castle, Creado, Ferrante, Gobbert, Hatton, Jacob, Mack, May, Miles, Proud, Smith and Vernon</i> <i>Against: Nil</i></p>	In progress

		<p>Items 2, 4 and 6 were put: That Council:</p> <ul style="list-style-type: none"> • Endorses the actions proposed for CIP Priority 2 in the Recommendations section of the confidential report. • Endorses the actions proposed for CIP Priority 4 in the Recommendations section of the confidential report. • Endorses the actions proposed for CIP Priority 6 in the Recommendations section of the confidential report. <p>CARRIED 8/4 <i>For: Crs Castle, Creado, Ferrante, Hatton, Miles, Proud, Smith and Vernon</i> <i>Against: Crs Gobbert, Jacob, May and Mack</i></p>	
28.03.2024	9.4	<p>That Council:</p> <ol style="list-style-type: none"> 1. Endorse the CEO's proposed internal audit function for Mindarie Regional Council. 2. Request the CEO to provide a further report detailing the three-year work plan that will be the basis of a contract for the Internal Audit service. <p>Moved Cr Hatton, seconded Cr Creado RESOLVED That the recommendation be adopted (CARRIED UNANIMOUSLY 11/0) <i>For: Crs Castle, Creado, Ferrante, Gobbert, Hatton, Jacob, Mack, Miles, Proud, Vernon and Wright</i> <i>Against: Nil</i></p>	For Action
01.06.2023	14.1	<p>SUBSTANTIVE MOTION AS AMENDED</p> <ol style="list-style-type: none"> 1. Nominates Tenderer B as the first preferred tenderer for the Waste to Energy Tender. 2. Nominates Tenderer A as the second preferred tenderer for the Waste to Energy Tender. 3. Authorises the Chief Executive Officer to commence commercial discussions with the preferred tenderers identified in 1 and 2 above with the intention of agreeing the terms of a Draft Waste Supply Agreement between the MRC and a waste to energy service provider. 4. Authorises the CEO to negotiate with the MRC's member council CEOs on the terms of a Participants Agreement to support the MRC's ability to meet its obligations under the Waste Supply Agreement. 5. Seeks a further report when the Waste Supply Agreement and Participant's Agreement are ready for Council's consideration. <p>Put separately :</p> <ol style="list-style-type: none"> 1. Authorises the Chief Executive Officer to advise the Member Council CEOs in writing that they and/or the individual MRC Councillors are permitted to disclose the contents of Confidential Report 14.1 to their own Member Councils should they wish to do so in regard to any issues arising therefrom, provided that they do so as a confidential report to a meeting of their Council held in closed confidential session." 	
			COMPLETED
			COMPLETED
			COMPLETED
			FOR ACTION
			FOR ACTION
			COMPLETED
29.09.2022	14.1	<p>That Council:</p> <ol style="list-style-type: none"> 1. Endorses the publication of a tender for the provision of FOGO processing services. 2. Requests the CEO to bring back to council a report, detailing the outcome of the tender and recommendations regarding an award. 3. Approves an increase in the 2022/23 budget for the costs specified in the Financial Implications section of the report. 4. Endorses the recommendation to insure the Neerabup Resource Recovery Facility, as detailed in the Confidential Report. 	<p>COMPLETED</p> <p>FOR ACTION</p> <p>COMPLETED</p> <p>COMPLETED</p>