

INFORMATION BULLETIN

Issue No. 84



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ODOUR MANAGEMENT KEY STAKEHOLDERS WORKING GROUP MINUTES MAY 2024

Mindarie Regional Council

Odour Management Key Stakeholder

Working Group

23 May 2024 Meeting - Minutes

Released 13.6.2024



Date: 23 May 2024, 2 pm

Location: Mindarie Regional Council

Attendance:

Executive Manager Operations (EMO)

Environmental Supervisor (ES)

DWER Officer (DO)

Odour Consultant (OC)

Apologies:

Chief Executive Officer (CEO)

Waste Management Coordinator (WMC)

Odour Data Assistant (ODA)

ELO: D-24-0004794

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
- Odour Consultant
 - Kick-off meeting and one ad-hoc field survey, from an odour cluster.
- Community Flyer:
 - Proposed Action: Re-issue/ or new a flyer to developers and their land-selling company.
 Completed

2. MRC – OMKS – Working Group

Open discussion:

1. Community Engagement Plan -

- 1. Questionnaire
 - Meet with OC, drafting a planned questionnaire (attached for review)
 - Open Questionnaire Monday 27th May for two weeks, close 9th June 2024
 - Questionnaire available on the website, plus all complainants for 2024 will receive a copy.
 - Replies to admin@mrc.wa.gov.au
 - ODA will compile information and questions.

- ES, EMO, will answer questions.
- Post results of questions and answered questions on the website.

Discussed handing out questionnaires at the weighbridge, decided not to and the catchment of the MRC transfer uses are not just around the facility. The questionnaire will not be very meaningful to them.

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
- 3. Odour Management Plan
 - Data has been provided
 - Site assessment underway

Action: Request a timeline/ milestone from the EAQ Consultant on the deliverables

Arrange a time to review the site operations and identify odours on-site.

2. Budget Discussion:

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

EMO explained that the Leachate Treatment Plant was part of the overall Critical Infrastructure Plan (CIP) and is being presented at the MRC Council Meeting this Thursday. The outcome of that meeting will direct the top two points.

EMO shared that under the Treatment Plant Option, one of the options is for treatment leachate to be delivered to the Water Corp sewer line, near the site. Leachate water will be treated to the chemical parameters provided by Water Corp. The MRC is working with the Water Corp and Consultants to understand what the MRC would be required to do, to meet this standard. EMO, also noted that any solution like a treatment plant, is still 18 months away from operation.

EMO shared that in the proposed 2024/25 budget for Odour Management, significant funds have been put aside. The Council will be discussing the 2024/25 budget at the right time.

DO commented that DWER is supportive of the ideas proposed and will assess the licence amendment application for leachate management under their DWER guidelines.

Action: EMO will advise the DWER and OC of the outcome of CIP Council meeting early next week.

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

3. Weather Station:

- Weather station outcome new logger, 4G, sensors and modem supplied and installed by the end of June 2024
- Weather data being collected WA Bom Ocean Reef, Seabreeze (EAQ Consultant agrees it is the best solution).

• Looking at a mobile weather station to be installed near mats – awaiting new WIFI installation on the pole/ workshop.

4. Mitigation - Short Term Solution Research/ Purchase

- Biox NZ / Eastern States office
 - o Proposal (attached for review)
 - Near workshop
 - Buy 2 cannon now (Capex, FY23/24)
 - Buy Solution/ product (Opex FY23/24)
 - Connect to Main/ water supply from the workshop
 - On landfill/ mobile
 - Buy 2-3 Capex FY24/25
 - Buy Generator (Capex, FY 23/24)
 - Buy Solution/ product (Opex, 24/25)
 - In stock piping, water tank/ IBC
- Zoom meeting with NZ Redvale landfill to ask them about their experience
 - Community
 - 40 odours p/m down to 3-7 p/m
 - Community very sensitive to odours
 - o 5 cannon on site
 - 3 fixed, 2 mobile on trailers
 - Neutraliser (mix of their own, with Biox)
 - Monthly service
 - Dedicated odour service personnel
 - Odours mostly occur in summer during operational hours
 - o Landfill takes kerb side waste, biosolids, greens
 - o No major hassles, or downtime

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	Nil	
	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	2,197,890 (March 2024)	
	Efficiencies – Tonnes CO _{2-e} Abated	11,963 T (Feb 2024)	
Landfill gas	Landfill Gas Monitoring	Within Licence Condition parameters	
	Efficiencies	April 2024 Wellfield adjustment Program -	
		completed	
Leachate	Leachate pond	BioWish added once a week. Ecosorb daily	

4. Special Investigations/ Events

Landfill Gas Emission Investigation

- 21.4.2024 OC matched the landfill gas odour from the landfill power station to the landfill gas on the landfill to the odour being experienced off-site – Kinross/ Catalina – Field investigations
- On investigation of landfill gas smells leachate pipe was noticed to have landfill gas present

Action:

- EDL is connecting into the leachate and extracting any landfill gas present
- Landfill operators are burying leachate pipe better so no landfill gas can be emitted from the slotted pipe
- Canister testing Source quotes for landfill gas odour testing matching landfill gas (from landfill) to landfill gas (from power station).
- ES investigating the last time the landfill gas wells were installed in the landfill and the gas capture of the gas wells previously installed.
- Raised once again the issue of landfill gas odour in the staff toolbox talks

5. Community Odour Complaints Register for April 2024

April 2024

During April 2024, one hundred and twenty-six (126) community odour complaints were registered. However, 30 registered complaints were blowing in the wrong direction.

Graphs of the April 2024 – Community Odour Complaints – See Appendix 1

- 1. 24 days of 30 for April 2024 odours were lodged, 6 days where zero odours experiences were lodged;
- 2. 88 odour complaints were identified.
- 3. 30 odour complaints were blowing in the wrong direction; and
- 4. 7 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

- 65 odours lodged from Clarkson/Catalina, 60 odours lodged from Mindarie, and 1 from Kinross.
- 77 odours reported outside of office hours via email/website. 16 odours were lodged during office hours, however, 37 odour registrations were reported after the event;
- Of the 88 complaints registered, 71 of these occurred outside of business hours/ after the event or no data provided meant that no mitigation of odours was possible; and
- Only 3 field surveys were undertaken during April 2023

Odour Register Group

- 65 community residents raised 88 confirmed odour experiences
- 25 new community residents and 40 existing community residents

						Nonth of April 20.	4						
		Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total Confirmed Odour Impact	Complaints not investigated/ no impact identified	Different Complainants for that week	New Complainants (For this month)	Existing Complainants
Total Confirmed (+ poss	Date of the month	1	2	3	4	5	6	7	13	15	12	4	8
Total Continued (+ poss	sibiejodour events					0	2	1	13	15	12)	,	0
Operat	tional Information	EcoSorti		Eco5orb		EcoSorb		Eco5orb					
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anc.	Date of the month	DWEK 8	9	10	11	12	13-	14	7	C			
	med Odour events			1	1	3	2	4	20	7	9	2	7
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	tional Information	1	-	1		Somis rain	1	_		-			
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	Date of the month	DWEN 15	16	17	DWEH 18	19	DWER 20	21	-				
	med Odour events			8		2	0	5	40	10	30	18	12
		Zeolite	Zeolite	Zeolite application	EcoSorb			1					-
	tional Information	Catalina Community	application	application	crosorp	1	1	_		-			
External Agencies Notified (By Odour Co	Complainant (BOC)	(10 comments),DIVER				DWER	DWER	DWER					
	Date of the month	22	23	24	25	26	-27	28		V 1			
Total Confir	rmed Odour events	11	5	i		2	D	0	15	1	11	0	11
Operat	tional Information				EcoSorts		Eco5orb	EcoSorb					
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	tional Information		EcoSorb			1			· ·		,	-	-
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6. External Correspondence

Nil

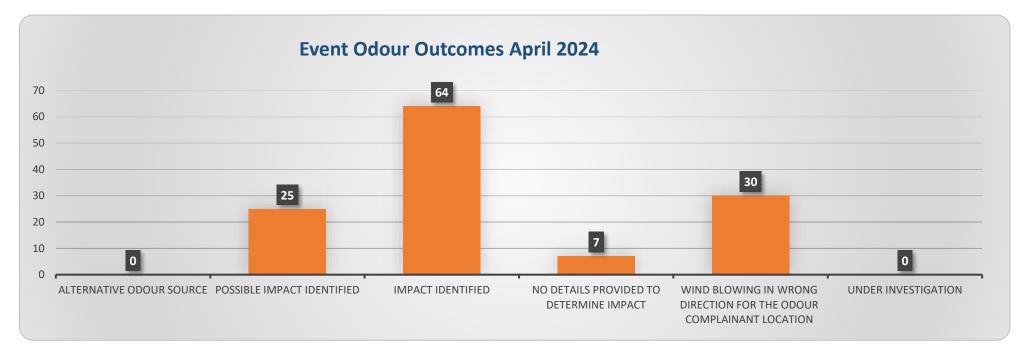
7. Key Meetings/ Events Ahead

EMO, suggested that the MRC would like to arrange a meeting time with DWER to share the outcomes of the MRC council meeting and the MRC way forward regarding odours on site.

ES and OC will be meeting to view the MRC site operations

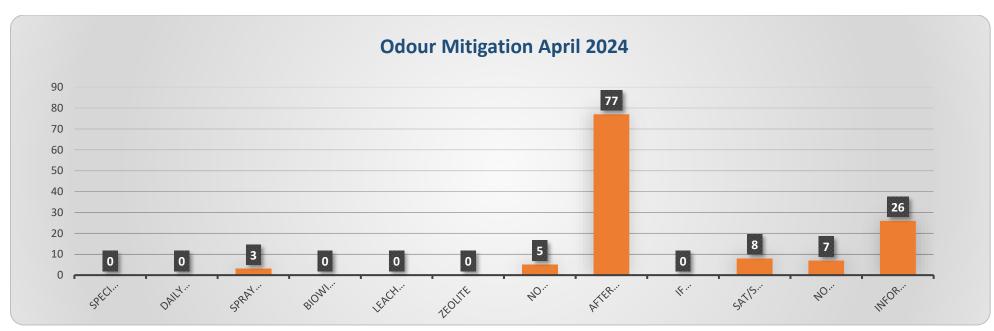
8. Next Meeting

June 2024

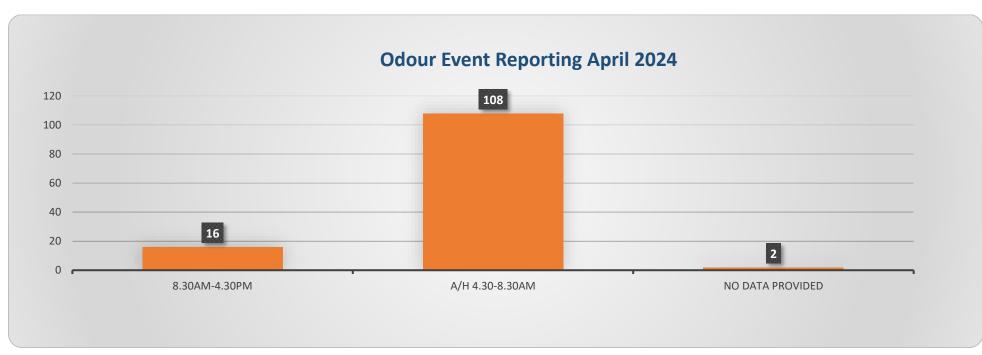












SUMMARY OF COUNCIL RESOLUTIONS

List of resolu	tions for th	ne financial year "INSERT CORRECT FINANCIAL YEAR FOR MIB THIS APPEARS IN" plus any outstand	ing resolutions from previous year
OCM /SCM			
Date	Item#	Resolution	Status
	8.1	The Minutes of the Ordinary Council Meeting held on 28 March 2024 have been printed and	For informatiion
		circulated to members of the Council.	
30.05.2024		Moved Cr Hatton, seconded Cr Proud	
		RESOLVED	
		That the recommendation be adopted (CARRIED UNANIMOUSLY 10/0)	
		For: Crs Castle, Creado, Dudek, Gobbert, Hatton, Jacob, May, Miles, Proud and Wright	
		Against: Nil	
	9.1	That Council:	For information
		Receive the Financial Statements set out in Attachment No. 1 for the months ended 31	
		March 2024 and 30 April 2024.	
		Moved Cr Dudek, seconded Cr May	
		RESOLVED	
		That the recommendation be adopted	
		(CARRIED UNANIMOUSLY 10/0)	
		For: Crs Castle, Creado, Dudek, Gobbert, Hatton, Jacob, May, Miles, Proud and Wright	
		Against: Nil	
	9.2	That Council:	For informatiion
		Note the list of accounts paid under delegated authority to the Chief Executive Officer for	
		the months ended 31 March 2024 and 30 April 2024, in accordance with regulation 13(1)	
		of the Local Government (Financial Management) Regulation 1996.	
		Moved Cr Wright, seconded Cr Hatton	
		RESOLVED	
		That the recommendation be adopted (CARRIED UNANIMOUSLY 10/0)	
		For: Crs Castle, Creado, Dudek, Gobbert, Hatton, Jacob, May, Miles, Proud and Wright	
		Against: Nil	
	9.3	That the Council:	For Action - completed
		1. Endorses the changes to Council Policies as contained in Attachments 1 and 2 of	
		this report.	
		2. Endorses the delegations made to the Chief Executive Officer as detailed in	
		Attachments 3 and 4 of this report.	
		Moved Cr Hatton, seconded Cr Proud	
		RESOLVED	
		That the recommendation be adopted	
		(CARRIED UNANIMOUSLY 10/0)	
		For: Crs Castle, Creado, Dudek, Gobbert, Hatton, Jacob, May, Miles, Proud and Wright	
	40	Against: Nil	Fau information
	10	That the Members Information Bulletin Issue No. 83 be received.	For informatiion
		Moved Cr Proud, seconded Cr Jacob RESOLVED	
		That the recommendation be adopted	
		(CARRIED UNANIMOUSLY 10/0)	
		For: Crs Castle, Creado, Dudek, Gobbert, Hatton, Jacob, May, Miles, Proud and Wright	
		Against: Nil	
	11	That Council:	For Action - completed
		1. ENDORSES the amended changes to CP01 Annual Fees Allowances and Expenses for	-
		Councillors policy in attachment 1.	
		Moved Cr Wright, seconded Cr Jacob	
		RESOLVED	
		That the recommendation be adopted	
		(CARRIED 9/1)	
		For: Crs Creado, Dudek, Gobbert, Hatton, Jacob, May, Miles, Proud and Wright	
		Against: Cr Castle	
	14.1	That Council:	For informatiion
		Delegate to the CEO the authority to accept the tender exempt response or responses from	
		RFQ2405001 that are assessed as the most advantageous, provided the contract value is no	
		more than 10% of that detailed in the confidential report.	
		Moved Cr Jacob, seconded Cr Proud RESOLVED	
		That the recommendation be adopted	
		(CARRIED UNANIMOUSLY 10/0)	
		For: Crs Castle, Creado, Dudek, Gobbert, Hatton, Jacob, May, Miles, Proud and Wright	
		Against: Nil	
		O	i i

	14.2	That Council endorses the actions proposed in the Recommendation section of the confidential report.	For Action
		Moved Cr Gobbert, seconded Cr May	
		PROCEDURAL motion	
		Moved Cr Dudek, seconded Cr Creado	
		That Council, pursuant to 10.1(e) of the Meeting Procedures Local Law 2020, refer the item	
		back to the CEO.	
		Reasons:	
		For the CEO to provide further advice on the questions raised during the meeting relating to: • Landfill cover solutions and implications	
		Capital requirements for Critical Infrastructure items 1 to 6	
		Business case options for transfer station relocation	
		Leachate treatment/testing options	
		(CARRIED 5+1 / 5)	
		For: Crs Creado, Dudek, Gobbert, May and Wright (Cr Miles used his casting vote as Chair).	
		Against: Crs Castle, Hatton, Jacob, Miles and Proud	
		The Chair exercised his casting vote to break the deadlock and achieve a result.	
28.03.2024	6	Cr Gary Mack requested Leave of Absence from Council duties covering the period	For informatiion
		8 September 2024 to 2 October 2024 inclusive.	
		Moved Cr Mack, Seconded Cr Gobbert The Council appropriate a request for Leave of Absorbe from Council duties for Cr Mack	
		That Council approves the request for Leave of Absence from Council duties for Cr Mack covering the period 8 September 2024 to 2 October 2024 inclusive.	
		(CARRIED UNANIMOUSLY 9/0)	
		For: Crs Castle, Creado, Ferrante, Gobbert, Jacob, Mack, Miles, Proud and Wright	
		Against: Nil	
		Cr Jordan Wright requested Leave of Absence from Council duties covering the period 02 June 2024 to 30 June 2024 inclusive.	
		Moved Cr Wright, seconded Cr Castle	
		That Council approves the request for Leave of Absence from Council duties for Cr Wright	
		covering the period 02 June 2024 to 30 June 2024 inclusive	
		(CARRIED UNANIMOUSLY 9/0)	
		For: Crs Castle, Creado, Ferrante, Gobbert, Jacob, Mack, Miles, Proud and Wright	
		Against: Nil	
	8	The Minutes of the Ordinary Council Meeting held on 29 February 2024 have been printed and circulated to members of the Council.	For Informatiion
	Ū	RESPONSIBLE OFFICER RECOMMENDATION	i or imormation
		That the Minutes of the Ordinary Meeting of Council held on 29 February 2024 be confirmed as a	
		true record of the proceedings.	
		Moved Cr Gobbert, seconded Cr Creado	
		RESOLVED	
		That the recommendation be adopted	
		(CARRIED UNANIMOUSLY 9/0)	
		For: Crs Castle, Creado, Ferrante, Gobbert, Jacob, Mack, Miles, Proud and Wright	
	9.1	Against: Nil	For informatiion
	3.1	That Council: Receive the Financial Statements set out in Attachment 1 for the month ended	i or iniorniauloli
		29 February 2024.	
		Moved Cr Gobbert, seconded Cr Creado	
		RESOLVED	
		That the recommendation be adopted	
		(CARRIED UNANIMOUSLY 9/0)	
		For: Crs Castle, Creado, Ferrante, Gobbert, Jacob, Mack, Miles, Proud, and Wright	
		Against: Nil	
	9.2	That Council:	For informatiion
		Note the list of accounts paid under delegated authority to the Chief Executive Officer for the month ended	
		29 February 2024, in accordance with regulation 13(1) of the Local Government (Financial Management) Regulation 1996.	
		Moved Cr Proud, seconded Cr Ferrante	
		RESOLVED	
		That the recommendation be adopted	
		(CARRIED UNANIMOUSLY 10/0)	
		For: Crs Castle, Creado, Ferrante, Gobbert, Hatton, Jacob, Mack, Miles, Proud, and Wright	
		Against: Nil	
		17	

9.3	RESPONSIBLE OFFICER RECOMMENDATION That Council:	
	1. adopt the Local Government Compliance Audit Return in the form approved by the Minister for the period 1 January to 31 December 2023 as contained within the Attachment in accordance with the provisions of Regulation 14(3) of the Local Government (Audit) Regulations 1996 and in line with the recommendation from the	
	Audit and Risk Committee; 2. authorise the Chairperson and the Chief Executive Officer to complete the Joint Certification contained in the adopted Return detailed in (1) above; and 3. authorise the Chief Executive Officer to submit the adopted Return detailed in (1) to the Director General, Department of Local Government. Moved Cr Hatton, seconded Cr Ferrante	
	RESOLVED That the recommendation be adopted (CARRIED UNANIMOUSLY 11/0)	
	For: Crs Castle, Creado, Ferrante, Gobbert, Hatton, Jacob, Mack, Miles, Proud, Vernon and Wright Against: Nil	
9.4	That Council: 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.	For Action
	Moved Cr Hatton, seconded Cr Creado RESOLVED That the recommendation be adopted (CARRIED UNANIMOUSLY 11/0)	
	For: Crs Castle, Creado, Ferrante, Gobbert, Hatton, Jacob, Mack, Miles, Proud, Vernon and Wright Against: Nil	
9.5	That Council endorse the Corporate Business Plan progress report, as presented. Moved Cr Wright, seconded Cr Hatton RESOLVED That the recommendation be adopted (CARRIED UNANIMOUSLY 11/0) For: Crs Castle, Creado, Ferrante, Gobbert, Hatton, Jacob, Mack, Miles, Proud, Vernon and Wright	For Information
9.6	Against: Nil RESPONSIBLE OFFICER RECOMMENDATION	For Information
	That Council note the details contained within the report. Moved Cr Hatton, seconded Cr Vernon RESOLVED That the recommendation be adopted (CARRIED UNANIMOUSLY 11/0) For: Crs Castle, Creado, Ferrante, Gobbert, Hatton, Jacob, Mack, Miles, Proud, Vernon and Wright Against: Nil	
10	RESPONSIBLE OFFICER RECOMMENDATION 1. That Council note the details contained within the report. Moved Cr Hatton, seconded Cr Vernon RESOLVED That the recommendation be adopted (CARRIED UNANIMOUSLY 11/0) For: Crs Castle, Creado, Ferrante, Gobbert, Hatton, Jacob, Mack, Miles, Proud, Vernon and Wright Against: Nil	For Informatiion
14.1	Moved Cr Hatton, seconded Cr Ferrante RESOLVED That the recommendation be adopted (CARRIED UNANIMOUSLY 11/0) For: Crs Castle, Creado, Ferrante, Gobbert, Hatton, Jacob, Mack, Miles, Proud, Vernon and Wright Against: Nil	For Information
14.2	Moved Cr Wright, seconded Cr Hatton RESOLVED That the recommendation be adopted (CARRIED UNANIMOUSLY 11/0) For: Crs Castle, Creado, Ferrante, Gobbert, Hatton, Jacob, Mack, Miles, Proud, Vernon and Wright Against: Nil	For Information

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29.02.2024	8.1	That Council That the Minutes of the Ordinary Meeting of Council held on 14 December 2022 be confirmed as a true record	For Information
		That the Minutes of the Ordinary Meeting of Council held on 14 December 2023 be confirmed as a true record of the proceedings.	
		Moved Cr May, seconded Cr Ferrante	
		RESOLVED	
		That the recommendation be adopted	
		(CARRIED UNANIMOUSLY 10/0)	
		For: Crs Castle, Creado, Cutler, Ferrante, Hatton, Jacob, May, Miles, Proud, Wright	
l ⊦	0.1	Against: Nil	F l - f + i
	9.1	That Council:	For Information
		Receive the Financial Statements set out in Appendix No. 1 for the month ended 31 December 2023 and 31 January 2024.	
		Moved Cr Wright, seconded Cr Hatton	
		RESOLVED	
		That the recommendation be adopted	
		(CARRIED UNANIMOUSLY 10/0)	
		For: Crs Castle, Creado, Cutler, Ferrante, Hatton, Jacob, May, Miles, Proud, Wright	
		Against: Nil	
	9.2	That Council:	For information
		Note the list of accounts paid under delegated authority to the Chief Executive Officer for the months ended 31	
		December 2023 and 31 January 2024, in accordance with regulation 13(1) of the Local Government (Financial Management) Regulation 1996.	
		Moved Cr Jacob, Seconded Cr Cutler	
		RESOLVED	
		That the recommendation be adopted	
		(CARRIED UNANIMOUSLY 10/0)	
		For: Crs Castle, Creado, Cutler, Ferrante, Hatton, Jacob, May, Miles, Proud, Wright	
		Against: Nil	
	9.3	That Council:	Completed
		1. Adopt the 2023/24 mid-year budget review as detailed in Appendix 4.	
		2. Approve the adjustments to the 2023/2024 MRC Budget as detailed in this report and Appendix 4a, in accordance	
		with section 6.8(1) of the Local Government Act 1995. Moved Cr Creado, seconded Cr Proud	
		RESOLVED	
		That the recommendation be adopted	
		(CARRIED UNANIMOUSLY 10/0)	
		For: Crs Castle, Creado, Cutler, Ferrante, Hatton, Jacob, May, Miles, Proud, Wright	
		Against: Nil	
	10	That the Members Information Bulletin Issue No. 81 be received.	For information
		Moved Cr Wright, seconded Cr Cutler	
		RESOLVED	
		That the recommendation be adopted	
		(CARRIED UNANIMOUSLY 10/0)	
		For: Crs Castle, Creado, Cutler, Ferrante, Hatton, Jacob, May, Miles, Proud, Wright	
	141	Against: Nil	completed
	14.1	That Council: Approve the MRC entering into a contract with Resource Recovery Group to undertake summer	completed
		and winter waste audits of member council kerbside bins as per the details stated within the	
		Financial Implications section of the confidential report.	
		Moved Cr Proud, Seconded Cr Hatton	
		RESOLVED	
		That the recommendation be adopted	
		(CARRIED UNANIMOUSLY 10/0)	
		For: Crs Castle, Creado, Cutler, Ferrante, Hatton, Jacob, May, Miles, Proud, Wright	
	14.2	Against: Nil	Commisted
	14.2	That Council: 1. Authorise the CEO to award the tender for landfill capping as per the details in the confidential	Completed
		report.	
		2. Authorise the CEO to advise the tenderers of the outcome of the tender process.	
		Moved Cr Proud, seconded Cr Hatton	
		RESOLVED	
		That the recommendation be adopted	
		(CARRIED UNANIMOUSLY 10/0)	
		For: Crs Castle, Creado, Cutler, Ferrante, Hatton, Jacob, May, Miles, Proud, Wright	
		Against: Nil	
14.12.2023	6.4	That the Minutes of the Ordinary Meeting of Council held on 30 November 2023 be	
	8.1	confirmed as a true record of the proceedings.	For information
14.12.2023	0.1		
14.12.2023	0.1	Moved Cr Hatton, Seconded Cr Ferrante	
14.12.2023	0.1	RESOLVED	
14.12.2023	5.1	RESOLVED That the recommendation be adopted	
14.12.2023	5.1	RESOLVED	

	8.2		For Information
		That Council: Receive the Financial Statements set out in Appendix No. 1 for the month ended	
		30 November 2023.	
		Moved Cr Vernon, Seconded Cr Creado RESOLVED	
		That the recommendation be adopted	
		(CARRIED UNANIMOUSLY 9/0)	
		For: Crs Castle, Creado, Ferrante, Gobbert, Hatton, Mack, Proud, Vernon, Wright Against: Nil	
	8.3	That Council resolve to	For information
		Note the list of accounts paid under delegated authority to the Chief Executive Officer	
		for November 2023, in accordance with regulation 13(1) of the Local Government (Financial Management) Regulation 1996.	
		Moved Cr Vernon, Seconded Cr Creado	
		RESOLVED	
		That the recommendation be adopted (CARRIED UNANIMOUSLY 9/0)	
		For: Crs Castle, Creado, Ferrante, Gobbert, Hatton, Mack, Proud, Vernon, Wright	
		Against: Nil	
	9.3	That Council resolves to: 1. Receive the Scoping Study Report (Oct 2023) prepared by Learning Horizons Pty Ltd	Completed
		on collaboration opportunities that may exist between the Catalina Regional Council and	
		the Mindarie Regional Council.	
		2. HOLD a joint strategic planning session with Catalina Regional Council in January/February 2024 to explore potential collaboration opportunities/actions that are	
		recommended in the report.	
		Moved Cr Ferrante, seconded Cr Creado	
		Cr May entered the chambers at 6.40 pm PROPOSED AMENDMENT	
		Moved Cr Ferrante, seconded Cr Creado	
		That the administration seek high level advice as to the legislative and legal implications and	
		impediments to consider for merger and with the transfer of the buffer and limitations under respective establishment agreements.	
		Reasons:	
		Legal Advice will assist with future workshop discussions	
		(CARRIED UNANIMOUSLY 10/0) For: Crs Castle, Creado, Ferrante, Gobbert, Hatton, Mack, May, Proud, Vernon, Wright	
		Against: Nil	
		SUBSTANTIVE MOTION AS AMENDED:	
		That Council resolves to: 1. Receive the Scoping Study Report (Oct 2023) prepared by Learning Horizons Pty Ltd	
		on collaboration opportunities that may exist between the Catalina Regional Council and	
		the Mindarie Regional Council.	
		2. Hold a joint strategic planning session with Catalina Regional Council in January/February 2024 to explore potential collaboration opportunities/actions that are	
		recommended in the report.	
		3. That the administration seek high level advice as to the legislative and legal	
		implications and impediments to consider for merger and with the transfer of the buffer and limitations under respective establishment agreements.	
		(CARRIED UNANIMOUSLY 10/0)	
		For: Crs Castle, Creado, Ferrante, Gobbert, Hatton, Mack, May, Proud, Vernon, Wright Against: Nil	
	10	That the Members Information Bulletin Issue No. 80 be received.	
		Moved Cr Wright, Seconded Cr Gobbert	
		RESOLVED That the recommendation be adented	
		That the recommendation be adopted (CARRIED UNANIMOUSLY 10/0)	
		For: Crs Castle, Creado, Ferrante, Gobbert, Hatton, Mack, May, Proud, Vernon, Wright	
30.11.2023	6	Against: Nil Moved Cr Wright, Seconded Cr May	For noting
50.11.2023	O	RESOLVED	i or nothig
		That Council approve the request for Leave of Absence from Council duties for	
		Cr Jacob for the period 11 to 15 December 2023 That the Minutes of the Ordinary Meeting of Council held on 21 September 2023 be	
	8.1	confirmed as a true record of the proceedings.	
		Moved Cr Gobbert, Seconded Cr Jacob	
		RESOLVED That the recommendation be adopted	
		(CARRIED UNANIMOUSLY 11/0)	
		For: Crs Castle, Cutler, Dudek, Ferrante, Gobbert, Hatton, Jacob, May, Miles, Proud, Wright	
		Against: Nil	

T T		
8.2	That the Minutes of the Special Meeting of Council held on 23 November 2023 be confirmed as a true record of the proceedings. Moved Cr Hatton, Seconded Cr Wright	For noting
	RESOLVED	
	That the recommendation be adopted	
	(CARRIED UNANIMOUSLY 11/0)	
	For: Crs Castle, Cutler, Dudek, Ferrante, Gobbert, Hatton, Jacob, May, Miles, Proud, Wright	
44.4	Against: Nil	
14.1	That Council:	
	Approve the sale of the Caterpillar 836K Landfill Compactor (CAT836K) as per the details contained within the confidential report.	
	Moved Cr Proud, Seconded Cr Gobbert	
	RESOLVED	
	That the recommendation be adopted	
	(CARRIED UNANIMOUSLY 11/0)	
	For: Crs Castle, Cutler, Dudek, Ferrante, Gobbert, Hatton, Jacob, May, Miles, Proud, Wright	
	Against: Nil	
14.2	Audit and Risk Committee Items 7.1, 7.2 & 7.3	
	ITEMS APPROVED "EN BLOC":	
	Moved Cr Hatton, Seconded: Cr Ferrante	
	Resolved	
	That the following unopposed items be adopted "En Bloc":	
	Audit and Risk Committee Items 7.1, 7.2 and 7.3 only	
	(CARRIED UNANIMOUSLY 11/0)	
	For: Crs Castle, Cutler, Dudek, Ferrante, Gobbert, Hatton, Jacob, May, Miles, Proud, Wright	
	Against: Nil	
	Audit and Risk Committee Items 7.4	
	COMMITTEE RECOMMENDATION That the Audit and Risk Committee recommend to Council that Mr Aswin Kumar be	
	appointed as an external audit committee member, subject to their acceptance of the	
	appointment, for the period ending November 2024.	
	Moved Cr Hatton, seconded Cr Ferrante	
	RESOLVED	
	That the recommendation be adopted	
	(CARRIED UNANIMOUSLY 11/0)	
	For: Crs Castle, Cutler, Dudek, Ferrante, Gobbert, Hatton, Jacob, May, Miles, Proud, Wright	
	Against: Nil	
9.5	That Council resolve to:	
	1. Notes the recommendation of the Audit and Risk Committee meeting held on	
	23 November 2023 to accept the Financial Report for the year ended 30 June 2023; and	
	2. Accept the Annual Report for the year ended 30 June 2023, which includes the Financial Report detailed in point 1 above.	
	Moved Cr Gobbert, seconded Cr Hatton	
	RESOLVED	
	That the recommendation be adopted	
	(CARRIED UNANIMOUSLY 11/0)	
	For: Crs Castle, Cutler, Dudek, Ferrante, Gobbert, Hatton, Jacob, May, Miles, Proud, Wright	
	Against: Nil	
9.1	That Council:	
	Receive the Financial Statements set out in Appendix No. 1 and 2 for the periods ended	
	30 September 2023 and 31 October 2023.	
	Moved Cr Gobbert, seconded Cr Wright	
	(CARRIED UNANIMOUSLY 11/0)	
	For: Crs Castle, Cutler, Dudek, Ferrante, Gobbert, Hatton, Jacob, May, Miles, Proud, Wright	
9.2	Against: Nil That Council:	
3.2	Note the list of payments made under delegated authority to the Chief Executive Officer,	
	for the months ended 30 September 2023 and 31 October 2023.	
	Moved Cr May, seconded Cr Proud	
	(CARRIED UNANIMOUSLY 11/0)	
	For: Crs Castle, Cutler, Dudek, Ferrante, Gobbert, Hatton, Jacob, May, Miles, Proud, Wright	
	Against: Nil	
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SUBSTANTIVE RECOMMENDATION AS AMENDED 9.3

- Endorses the removal of the Delegation number 1.2 'Appoint an employee of the MRC to the position of Acting CEO' as detailed in Appendix 6 from the Delegation
- Endorses the changes to Council Policy CP14 'Acting Chief Executive Officer Appointment' as detailed in Appendix 7.
- Endorses the change to Council Policy CP23 'Conducting Electronic Meetings and Attendance by Electronic means' as detailed in Appendix 8.
- Endorses the change to Delegation 1.7.1 'Disposal of Property' as detailed in Appendix 9 subject to the change in Council Condition 'b' limiting the value to \$250,000

(CARRIED UNANIMOUSLY 11/0)

For: Crs Castle, Cutler, Dudek, Ferrante, Gobbert, Hatton, Jacob, May, Miles, Proud, Wright Against: Nil

9.4

Moved Cr Proud, seconded Cr Jacob RESOLVED

Adopt the meeting dates as follows

29 February 2024	6.30pm		OCM
28 March 2024	6.30pm	City of Wanneroo	OCM
30 May 2024	6.30pm	City of Stirling	OCM
27 June 2024	6.30pm	Town of Cambridge	OCM
18 July 2024	6.30pm	City of Stirling	OCM
26 September 2024	6.30pm	City of Vincent	OCM
28 November 2024	6.30pm	Town of Victoria Park	OCM
12 December 2024	6.30pm	City of Perth	OCM

- Issue a Public Notice on the meeting locations, dates and times as detailed in (1) above in accordance with Part 12 (1) of the *Local Government (Administration) Regulations* 1996 and the *Local Government Act* 1995. 2
- 3. Note the following Budget Workshop and Strategy Workshops dates planned for 2024, as follows:

29 February 2024	After	City of Joondalup	Strategy Workshop
_	OCM		
14 March 2024	6.30pm	tbc	Strategy Workshop
04 April 2024	6.30pm	tbc	Budget Workshop
30 May 2024	After	tbc	Strategy Workshop
	OCM		
22 August 2024	6.30pm	tbc	Strategy Workshop
31 October 2024	6.30pm	tbc	Strategy Workshop

Moved Cr Proud, seconded Cr Jacob
(CARRIED UNANIMOUSLY 11/0)
For: Cr. Castle, Cutler, <u>Dudek</u>, Ferrante, Gobbert, Hatton, Jacob, May, Miles, Proud, Wright Against: Nil

That Council:

Authorise the Chief Executive Officer to make a submission to the Salaries and Allowances Tribunal for the 2024 Determination requesting that the Mindarie Regional Council be upgraded from a Band 3 Local Government to a Band 2 Local Government. Moved Cr Proud, seconded Cr Miles

RESOLVED

That the recommendation be adopted

(CARRIED 8/3)

For: Crs Castle, Dudek, Hatton, May, Miles, Ferrante, Proud, Wright

Against: Crs Cutler, Gobbert, Jacob

That the Members Information Bulletin Issue No. 79 be received.

Moved Cr Wright, seconded Cr Hatton RESOLVED

That the recommendation be adopted

(CARRIED UNANIMOUSLY 11/0)

For: Crs Castle, Cutler, Dudek, Ferrante, Gobbert, Hatton, Jacob, May, Miles, Proud, Wright Against: Nil

		That the Minutes of the Ordinary Meeting of Council held on 13 July 2023 be confirmed as a	
1/06/2023	8.1	true record of the proceedings.	COMPLETED
	9.1	Receive the Financial Statements set out in Appendix No. 1 and 2 for the months ended 31 July 2023 and 31 August 2023.	FOR INFORMATION
	9.2	Note the list of payments made under delegated authority to the Chief Executive Officer, for the months ended 31 July 2023 and 31 August 2023.	FOR INFORMATION
	9.3	That the Council 1. Endorses the changes to Council Policies as contained in Appendix 6 and 7 of this report. 2. Endorses the delegations made to the Chief Executive Officer as detailed in Attachment 2 of this report.	
		Amendment: 1. Add the following words at the end of point number 1. 'Subject to a further review of CP23 Conducting electronic meetings and attendance by electronic means'. 2. Add the following words at the end of point number 2. 'Subject to a further review of delegation 1.2.	
		Substantive Motion as Amended 1. Endorses the changes to Council Policies as contained in Appendix 6 and 7 of this report, subject to a further review of CP23 'Conducting electronic meetings and attendance by electronic means'	COMPLETED
		2. Endorses the delegations made to the Chief Executive Officer as detailed in Attachment 2 of this report, subject to a further review of delegation 1.2.	COMPLETED
	10	That the Members Information Bulletin Issue No. 78 be received. That Council	FOR INFORMATION
	11	REQUESTS the Chief Executive Officer to undertake a review of the MRC's current band classificatio, addressing the justification for a proposed reclassification from a band 3 to a band 2 Regional Council. REQUESTS the Chief Executive Officer to write to the Department of Local Government to seek clarification on the procedural steps necessary to request a band reclassification.	COMPLETED
		REQUESTS that the Chief Executive Officer presents a report on this subject to Council on 30 November 2023.	COMPLETED
	14.1	That Council	CONTRICTED
		 Authorise the Mindarie Regional Council's constituent municipalities, being the Cities of Joondalup, Perth, Stirling, Vincent and Wanneroo and the Towns of Cambridge and Victoria Park, to be exempt from the provision of clause 4.A1 of the Constitution Agreement subject to the MRC no longer accepting constituent municipalities' kerbside waste at the Tamala Park Waste Management Facility. Note that the date at which the exemption discussed in 1, above, will be determined by the 	FOR INFORMATION
		MRC at a later date. 3. Request the MRC CEO to provide 12 months' written notice to constituent municipalities of the estimated date that the Tamala Park Waste Management Facility expects to no longer accept the constituent municipalities' kerbside waste.	FOR ACTION
	14.2	That Council 1. Notes that the appraisal of Scott Cairns, Chief Executive Officer, has been	
		undertaken for the period 1 July 2022 to 30 June 2023. 2. Endorses the findings of the MRC CEO Performance Review Report 2022/23 as per	
		Confidential Attachment 1. 3. Reviews the CEO's Total Remuneration Package for 2023/24 and endorses the adjustment to the CEO's total reward package as specified in Confidential Attachment 1.	FOR INFORMATION FOR INFORMATION
		4. Approves the 2023/24 CEO Key Performance Indicators as specified in Confidential Attachment 1.	COMPLETED
13.7.2023	10.1	That the Minutes of the Ordinary Meeting of Council held on 01 June 2023 be confirmed as a true record of the proceedings. Moved Cr Cvitan, seconded Cr May RESOLVED	FOR INFORMATION
		That the recommendation be adopted (CARRIED UNANIMOUSLY 11/0) That the Minutes of the Special Meeting of Council held on 22 June 2023 be confirmed as a true	
		record of the proceedings. Moved Cr Hatton, seconded Cr Cvitan RESOLVED	
		That the recommendation be adopted (CARRIED UNANIMOUSLY 11/0)	
	11.1	Receive the Financial Statements set out in Appendix No. 1 and 2 for the months ended 31 May 2023 and 30 June 2023. Moved Cr Ferrante, seconded Cr Hatton	FOR INFORMATION
		RESOLVED That the recommendation be adopted (CARRIED UNANIMOUSLY 11/0)	
	11.2	Note the list of payments made under delegated authority to the Chief Executive Officer, for the months ended 31 May 2023 and 30 June 2023. Moved Cr Thornton, seconded Cr Cutler RESOLVED	FOR INFORMATION
		That the recommendation be adopted (CARRIED UNANIMOUSLY 11/0)	

APPROVE the co-funding of a Scoping Study with Tamala Park Regional Council that explores COMPLETED 11.3 options, opportunities, risks, costs and impediments for potential greater collaboration and/or resource sharing between the two entities. Moved Cr Thornton, seconded Cr Gobbert RESOLVED That the recommendation be adopted (CARRIED UNANIMOUSLY 11/0) 11.4 1. That the Draft 2023/24 Annual Budget be adopted including the following: COMPLETED 1.1 Statement of Comprehensive Income That the Statement of Comprehensive Income by Nature/Type in the Draft 2023/24 Annual Budget be adopted. 1.2 Statement of Financial Position That the Statement of Financial Position in the Draft 2023/24 Annual Budget be adopted. 1.3 Statement of Cash Flow That the Statement of Cash Flow in the Draft 2023/24 Annual Budget be adopted. 1.4 Notes to and Forming part of the Annual Budget 2023/24 That the Notes to and Forming Part of the Draft 2023/24 Annual Budget be adopted. 1.5 Reserves That the Reserve accounts in the Draft 2023/24 Annual Budget be adopted. 1.6 Capital works program 2023/24 That the Capital Works Program in the Draft 2023/24 Annual Budget be adopted. 1.7 Operating budget by Department That the Budget by Department in the Draft 2023/24 Annual Budget be adopted. 1.8 Schedule of Fees and Charges 2023/24 That the Schedule of Fees and Charges in the draft 2023/24 Annual Budget be adopted. 2. That interest earned on cash funds associated with cash backed reserves be credited to the respective reserves 3. 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 2023/24 financial year, variances shall be those greater than \$50,000. Moved Cr May, seconded Cr Ferrante RESOLVED That the recommendation be adopted (CARRIED UNANIMOUSLY 11/0) That the Members Information Bulletin Issue No. 77 be received. 12 For Information Moved Cr Ferrante, seconded Cr Cvitan RESOLVED That the recommendation be adopted (CARRIED UNANIMOUSLY 11/0) REQUESTS the Mindarie Regional Council's CEO prepare a report for Mindarie For Information Regional Council's next Ordinary Meeting considering: 1. the disposal of the Neerabup RRF facility; and options for holding the proceeds of the disposal such as a growth fund to offset the future costs associated with closing the Tamala Park Landfill and ongoing site management costs SUBSTANTIVE MOTION: That Council: REQUESTS the Mindarie Regional Council's CEO prepare a report for Mindarie Regional 's Council's next Ordinary Meeting considering: 1. the disposal of the Neerabup RRF facility; and 2. options for holding the proceeds of the disposal such as a growth fund to offset the future costs associated with closing the Tamala Park Landfill and ongoing site management costs For: Cvitan, Gobbert, Hill, May and Miles Against: Crs Castle, Cuter, Ferrante, Hatton, Thornton and Vernon 1. Award the tender for the auction of landfill capacity financial year 2023/24 (Tender Number: 13/161) to Cleanaway and West Tip, and COMPLETED 2. Authorises the CEO to inform the tenderers of the decision. Moved Cr Vernon, seconded Cr Hatton PROPOSED AMENDMENT: Moved Cr May, seconded Cr Hill Remove the words 'to Cleanaway and West Tip' and replace with the words 'as per the confidential attachment' LOST 2/9 For: Crs Hill and May Against: Crs Castle, Cutler, Cvitan, Ferrante, Gobbert, Hatton, Miles, Thornton and Vernon. SUBSTANTIVE MOTION: RESOLVED That the recommendation be adopted (CARRIED UNANIMOUSLY 11/0)

22.25.222			I
22.06.2022	6.1	SUBSTANTIVE RECOMMENDATION, AS AMENDED:	COMPLETED
		1. Adopt the Corporate Business Plan 2023 – 2027, as contained in Appendix 4, subject to the following amendments:	
		1.1 Corporate Business Plan Objective 3 – 3.1 heading is amended from;	
		'Maintain efficient and equitable governance' to: 'Maintain efficient and effective	
		governance'	
		1.2 Include a planned action item for the FY 2023/24 at 'Objective 2 - 2.3.2 Develop and	
		agree a post-closure plan for the Tamala Park site'	
		2. Endorse the following supporting plans:	
		Long Term Financial Plan 2023-2032;	
		Asset Management Plan 2023-2032; and	
		Workforce Plan 2023-2027	
		as contained in Appendices 5, 6 and 7.	
	6.2	That the Council:	COMPLETED
		Endorses and adopts the MRC's Waste Plan and authorises the CEO to submit the	
		Waste Plan to the DWER for assessment. That the Minutes of the Ordinary Meeting of Council held on 27 April 2023 be confirmed as a	
01.06.2023	8.1	true record of the proceedings.	For Information
	9.1	That Council	
		Receive the Financial Statements set out in Appendix No. 1 for the month ended	
		30-Apr-23	
	9.2	That Council	
		Note the list of payments made under delegated authority to the Chief Executive Officer, for	
	9.3	the month ended 30 April 2023. That the Council	
	9.3	1. Adopt the Corporate Business Plan 2023 – 2027, as contained in Appendix 4	
		Adopt the corporate business rian 2023 – 2027, as contained in Appendix 4 Business rian 2023 – 2027, as contained in Appendix 4	
		Long Term Financial Plan 2023-2032;	
		Asset Management Plan 2023-2032; and	
		Workforce Plan 2023-2027	
		as contained in Appendices 5, 6 and 7.	
		Procedural motion	
		That the item be deferred.	
		Reason:	
	9.4	So that the CEO can take the item to the Strategic Working Group That the Council	COMPLETED
	3.4	Endorses and adopts the MRC's Waste Plan and authorises the CEO to submit the Waste	
		Plan to the DWER for assessment	
		Procedural motion:	
		That the item be deferred.	
		Reason:	
		So that the matter can be discussed with the Strategic Working Group.	COMPLETED
	10	That the Members Information Bulletin Issue No. 76 be received.	COMPLETED
	14.1	SUBSTANTIVE MOTION AS AMENDED	COMPLETED
		 Nominates Tenderer B as the first preferred tenderer for the Waste to Energy Tender. Nominates Tenderer A as the second preferred tenderer for the Waste to Energy Tender. 	COMPLETED COMPLETED
		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.	COMPLETED
		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.	FOR ACTION
		Seeks a further report when the Waste Supply Agreement and Participant's Agreement are ready for Council's consideration.	FOR ACTION
		Put separately:	FOR ACTION
		6. 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	
20.00.2025	10.0	their Council held in closed confidential session."	COMPLETED
29.09.2022	14.1	That Council: 1. Endersee the publication of a tender for the provision of EOCO processing convices.	COMPLETED
		 Endorses the publication of a tender for the provision of FOGO processing services. Requests the CEO to bring back to council a report, detailing the outcome of the tender and 	COMPLETED
		recommendations regarding an award.	For Action
		Approves an increase in the 2022/23 budget for the costs specified in the Financial	
		Implications section of the report.	COMPLETED
		4. Endorses the recommendation to insure the Neerabup Resource Recovery Facility, as	
		detailed in the Confidential Report.	COMPLETED