



# MINUTES

ORDINARY COUNCIL MEETING

TIME: 5.30PM

THURSDAY 3 DECEMBER 2015

TOWN OF VICTORIA PARK

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*Winning Back Waste*

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



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<b>1</b>	<b>DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS</b>
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*The Chairperson declared the meeting open at 5.30pm*

<b>2</b>	<b>ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE</b>
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**Councillor Attendance**

Cr R Fishwick JP (Chairperson)	City of Joondalup
Cr D Boothman (Deputy Chairperson)	City of Stirling
Cr J Adamos	City of Perth
Cr J Carey	City of Vincent
Cr R Driver	City of Wanneroo
Cr A Guilfoyle	City of Stirling
Cr S Jenkinson	City of Stirling
Cr C Mac Rae	Town of Cambridge
Cr V Maxwell	Town of Victoria Park
Cr D Newton JP	City of Wanneroo
Cr M Norman	City of Joondalup
Cr S Proud ( <i>arrived at 5.41pm</i> )	City of Stirling

**Apologies**

Nil

**Leave of Absence**

Nil

**Absent**

Nil

**MRC Officers**

Mr B Callander (Chief Executive Officer)  
Ms A Slater-Cartwright (A/Director Corporate Services)  
Ms L Nyssen (Executive Support)

**MRC Observers**

Nil

**Member Council Observers**

Mr N Ahern (City of Perth)  
Mr W Bow (Town of Victoria Park)  
Mr C Colyer (Town of Cambridge)  
Mr M Littleton (City of Stirling)  
Mr M Hamling (City of Joondalup)  
Mr A Murphy (City of Joondalup)

**Visitors**

Nil

**Members of the Public**

Nil

**Press**

Nil

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**3 DECLARATION OF INTERESTS**

Nil

**4 PUBLIC QUESTION TIME**

Nil

**5 ANNOUNCEMENTS BY THE PRESIDING PERSON**

*The Chairperson wished councillors and staff a safe and happy Christmas and New Year.*

*The Chairperson advised that he and the CEO will be attending a meeting with the Minister for Local Government to discuss his views on regional council reform. Councillors will be advised of the outcome of the meeting.*

*The Chairperson advised that practical completion has been issued for the composters' replacement project at the Resource Recovery Facility (RRF) and that delivery of the rubbish to the RRF will recommence in the next few weeks.*

**6 APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

**7 PETITIONS / DEPUTATIONS / PRESENTATIONS**

Nil

**8 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

**8.1 ORDINARY COUNCIL MEETING – 5 NOVEMBER 2015**

The Minutes of the Ordinary Council Meeting held on 5 November 2015 have been printed and circulated to members of the Council.

**RESPONSIBLE OFFICER RECOMMENDATION**

**That the Minutes of the Ordinary Council Meeting of Council held on 5 November 2015 be confirmed as a true record of the proceedings.**

**RESOLVED**

**Cr Maxwell moved, Cr Jenkinson seconded  
That the recommendation be adopted.**

*CARRIED UNANIMOUSLY (11/0)*

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<b>9 CHIEF EXECUTIVE OFFICER REPORTS</b>
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<b>9.1</b>	<b>FINANCIAL STATEMENTS FOR THE MONTHS ENDED 30 SEPTEMBER 2015 AND 31 OCTOBER 2015</b>
<b>File No:</b>	<b>FIN/5-05</b>
<b>Appendix(s):</b>	<b>Appendix No. 1 Appendix No. 2 Appendix No. 3</b>
<b>Date:</b>	<b>18 November 2015</b>
<b>Responsible Officer:</b>	<b>Director Corporate Services</b>

### **SUMMARY**

The purpose of this report is to provide financial reporting in line with statutory requirements which provides useful information to stakeholders of the Council.

### **BACKGROUND**

Reporting requirements are defined by Financial Management Regulations 34 of the Local Government (Financial Management) Regulations 1996.

The financial statements presented for each month consist of:

- Operating Statement by Nature – Combined
- Operating Statement by Nature – RRF Only
- Operating Statement by Function
- Statement of Financial Activity
- Statement of Reserves
- Statement of Financial Position
- Statement of Investing Activities
- Information on Borrowings
- Tonnage Report

### **DETAIL**

The Financial Statements attached are for the months ended 30 September 2015 and 31 October 2015 and are attached at **Appendix No. 1 and 2** to this Item. The Tonnage Report for the 4 months to 31 October 2015 is attached at **Appendix No. 3**.

The complete suite of Financial Statements which includes the Operating Statements, Statement of Financial Position, Statement of Financial Activity and other related information are reported on a monthly basis.

The estimates for Provisions for Amortisation of Cell Development, Capping and Post Closure expenditure are based on the estimated rates per tonne calculated with reference to estimated excavation cost of various stages of the landfill and the life of the landfill. An adjustment is made (if necessary) at the end of the year based on actual tonnages on a survey carried out to assess the “air space” remaining and other relevant information.

The results for the year ended 30 June 2015 have not yet been audited and as a result, some adjustments are still likely to be processed through the accounts.

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Summary of results for the period ended 31 October 2015

	<b>Actual</b>	<b>Budget</b>	<b>Variance</b>
	<b>t</b>	<b>t</b>	<b>t</b>
Tonnes – Members	95,596	102,502	(6,906)
Tonnes – Others	5,561	7,577	(2,016)
<b>TOTAL TONNES</b>	<b>101,157</b>	<b>110,079</b>	<b>(8,922)</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
Revenue – Members	14,605,995	15,714,722	(1,108,727)
Revenue – Other	2,307,049	2,290,891	16,158
<b>TOTAL REVENUE</b>	<b>16,913,044</b>	<b>18,005,613</b>	<b>(1,092,569)</b>
Expenses	13,845,469	14,012,820	167,351
Profit on sale of assets	2,331	-	2,331
Loss on sale of assets	-	6,900	6,900
<b>NET SURPLUS</b>	<b>3,069,906</b>	<b>3,985,893</b>	<b>(915,987)</b>

Commentary

Member tonnes for the 4 months to October 2015 are tracking 7% behind budget. All member councils with the exception of the City of Stirling are tracking behind budget for processable waste. Non-processable variances can partly be explained by bulk/verge collection timings, which should be picked up later in the year. Trade and casuals are 36% behind budget due mainly to the drop in trade customers.

This translates into a reduced revenue for the four months, which is partially offset by savings in expenditures and the landfill levy.

**VOTING REQUIREMENT**

Simple Majority

**RESPONSIBLE OFFICER RECOMMENDATION**

**That the Financial Statements set out in Appendix No. 1 and 2 for the months ended 30 September 2015 and 31 October 2015, respectively, be received.**

**RESOLVED**

**Cr Boothman moved, Cr Driver seconded  
 That the recommendation be adopted.**

*CARRIED UNANIMOUSLY (11/0)*

<b>9.2</b>	<b>LIST OF PAYMENTS MADE FOR THE MONTHS ENDED 30 SEPTEMBER 2015 AND 31 OCTOBER 2015</b>
<b>File No:</b>	<b>FIN/5-05</b>
<b>Appendix(s):</b>	<b>Appendix No. 4 Appendix No. 5</b>
<b>Date:</b>	<b>18 November 2015</b>
<b>Responsible Officer:</b>	<b>Director Corporate Services</b>

**SUMMARY**

The purpose of this report is to provide details of payments made during the periods identified. This is in line with the requirement under the delegated authority to the Chief Executive Officer (CEO), that a list of payments made from the Municipal Fund since the last Ordinary Council meeting be presented to Council.

**COMMENT**

The lists of payments for the months ended 30 September 2015 and 31 October 2015 are at **Appendix 4 and 5** to this Item and are presented to Council for noting. Payments have been made in accordance with the delegated authority to the CEO which allows payments to be made between meetings. At the Ordinary Council Meeting held on 20 August 2015, the Council delegated to the CEO the exercise of its power to make payments from the Municipal Fund. In order to satisfy the requirements of Clause 13(2) of the Local Government (Financial Management) Regulations, a list of payments made must be submitted to the next Council meeting following such payments.

It should be noted that generally all payments are GST inclusive and the Mindarie Regional Council is able to claim this tax as an input credit when GST remittances are made each month to the Australian Tax Office.

<b>Months Ended</b>	<b>Account</b>	<b>Vouchers</b>	<b>Amount</b>
30 September 2015	General Municipal	Cheques	\$5,433.13
		EFT	\$4,597,085.68
		DP	\$285,532.73
		Inter account transfers	<u>\$2,500,000.00</u>
		<b>Total</b>	<b>\$7,388,051.54</b>
31 October 2015	General Municipal	Cheques	\$22,742.30
		EFT	\$4,909,563.58
		DP	\$617,757.10
		Inter account transfers	<u>\$800,000.00</u>
		<b>Total</b>	<b>\$6,350,062.98</b>

**VOTING REQUIREMENT**

Simple Majority

**RESPONSIBLE OFFICER RECOMMENDATION**

**That the list of payments made under delegated authority to the Chief Executive Officer, for the months ended 30 September 2015 and 31 October 2015 be noted.**

**RESOLVED**

**Cr Maxwell moved, Cr Newton seconded  
 That the recommendation be adopted.**

*CARRIED UNANIMOUSLY (11/0)*

<b>9.3</b>	<b>MINDARIE REGIONAL COUNCIL ORDINARY COUNCIL MEETING AND STRATEGIC WORKSHOP DATES FOR 2016</b>
<b>File No:</b>	<b>COR/10-02</b>
<b>Appendix(s):</b>	<b>Nil</b>
<b>Date:</b>	<b>18 November 2015</b>
<b>Responsible Officer:</b>	<b>Chief Executive Officer</b>

### **SUMMARY**

The purpose of this report is to provide notice of the dates, times and locations for the Mindarie Regional Council's (MRC) Ordinary Council Meetings and Strategy Workshops for 2016.

### **BACKGROUND**

The Mindarie Regional Council is required to schedule Council meetings for the forthcoming calendar year and in doing so, also sets the date and time for its Strategy Workshops.

### **DETAIL**

In setting the dates for next year consideration is given to the following:

- The six Council meetings be held in the 2016 calendar year.
- The fourth meeting needs to be held in July 2016 to accommodate the swearing in of Councillors, and the appointment of Chairman and Deputy Chairman. This assumes that current rules will still apply.
- The meeting scheduled for December needs to be held relatively early in the month to accommodate other commitments of the festive season.
- The Tamala Park Regional Council meeting dates for 2016 need to be considered.
- The WALGA Metropolitan Zone meeting dates for 2016 need to be considered.
- Meetings need to be scheduled taking into account the availability of Member Councils Chambers.

In addition to the above, it is considered important that the Councillors, member council representatives on the Strategic Working Group and MRC management have the ability to meet throughout the year on an informal basis to discuss the MRC's strategic direction.

### **Programme of Meetings**

Given the above, the proposed schedule of Council meetings for 2016, commencing at 5.30pm, is as follows:

- Ordinary Council Meeting - 18 February 2016 (City of Joondalup)
  - Ordinary Council Meeting – 14 April 2016 (City of Wanneroo)
  - Ordinary Council Meeting – 7 July 2016 (City of Stirling)
  - Ordinary Council Meeting – 1 September 2016 (City of Vincent)
  - Ordinary Council Meeting – 27 October 2016 (City of Perth)
  - Ordinary Council Meeting - 1 December 2016 (Town of Victoria Park)
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The Strategy Workshops for 2016 will be held directly after the following council meetings:

- 18 February 2016
- 1 September 2016

### **STATUTORY ENVIRONMENT**

Part 12 (1) and (2) of the Local Government (Administration) Regulations 1996 requires local government to issue public notice of its meeting dates at least once per year stating:

“12. Meetings, public notice of (Act s. 5.25(1)(g))

- (1) At least once each year a local government is to give local public notice of the dates on which and the time and place at which —
  - (a) the ordinary council meetings; and
  - (b) the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public,are to be held in the next 12 months.
- (2) A local government is to give local public notice of any change to the date, time or place of a meeting referred to in subregulation (1).

S.1.7 of the Local Government Act 1995 prescribes local public notice as:

“1.7. Local public notice

- (1) Where under this Act local public notice of a matter is required to be given, a notice of the matter is to be —
  - (a) published in a newspaper circulating generally throughout the district; and
  - (b) exhibited to the public on a notice board at the local government’s offices; and
  - (c) exhibited to the public on a notice board at every local government library in the district.
- (2) Unless expressly stated otherwise it is sufficient if the notice is —
  - (a) published under subsection (1)(a) on at least one occasion; and
  - (b) exhibited under subsection (1)(b) and (c) for a reasonable time, being not less than —
    - (i) the time prescribed for the purposes of this paragraph; or
    - (ii) if no time is prescribed, 7 days.

### **POLICY IMPLICATIONS**

Nil

### **STRATEGIC IMPLICATIONS**

Nil

### **FINANCIAL IMPLICATIONS**

Nil

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### **COMMENT**

The proposed schedule for Ordinary Council meetings for 2016 is now submitted for approval. In addition it is recommended that the Council endorse the scheduling of the two Strategy Workshops directly following on from the Council meetings in February and September.

### **VOTING REQUIREMENT**

Simple Majority

### **RESPONSIBLE OFFICER RECOMMENDATION**

**That the Council:**

1. **adopt the following schedule for Ordinary Council Meetings for 2016, commencing at 5.30pm:**
  - **Ordinary Council Meeting - 18 February 2016 (City of Joondalup)**
  - **Ordinary Council Meeting – 14 April 2016 (City of Wanneroo)**
  - **Ordinary Council Meeting – 7 July 2016 (City of Stirling)**
  - **Ordinary Council Meeting – 1 September 2016 (City of Vincent)**
  - **Ordinary Council Meeting – 27 October 2016 (City of Perth)**
  - **Ordinary Council Meeting - 1 December 2016 (Town of Victoria Park) and**
2. **issue Public Notice on the meetings detailed in (1) above in accordance with Part 12 (1) of the *Local Government (Administration) Regulations 1996* and the *Local Government Act 1995*.**
3. **adopt the following schedule for the two Strategy Workshops for 2016 as follows:**
  - **18 February 2016; and**
  - **1 September 2016**

### **RESOLVED**

**Cr Norman moved, Cr Guilfoyle seconded  
That the recommendation be adopted.**

*CARRIED UNANIMOUSLY (11/0)*

*Cr Proud arrived at 5.41pm*

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<b>9.4</b>	<b>ADOPTION OF THE 2015 ANNUAL REPORT</b>
<b>File No:</b>	<b>COR/9-05</b>
<b>Appendix(s):</b>	<b>Appendix No. 6 Appendix No. 7</b>
<b>Date:</b>	<b>18 November 2015</b>
<b>Responsible Officer:</b>	<b>Gunther Hoppe</b>

#### **BACKGROUND**

The Mindarie Regional Council (MRC) is required to prepare an annual report in accordance with Section 5.53 of the Local Government Act 1995.

The annual audit of the Financial Statements for the financial year ended 30 June 2015 has been completed and the Financial Report has been considered by the Audit Committee.

The Annual Report, which includes the Financial Statements, is presented for consideration by Council.

The Annual Report for a Financial Year is to be accepted by the Local Government no later than 31 December after that Financial Year.

#### **DETAIL**

The Annual Report includes the audited Financial Report for the financial year. The Auditor, in accordance with the Local Government (Audit) Regulations 1996 Sections 10.2 and 10.3 is required to issue an audit report after the completion of the annual audit that expresses an opinion on the financial position and results of the operations of the local government for each financial year. If it considers it necessary the auditor may prepare a management report and present the report to the Chairperson, the CEO and the Minister.

The Auditor has completed the audit of the MRC and has issued an unqualified audit opinion in respect of the year ended 30 June 2015.

In addition the Auditor has prepared an interim management letter and an audit completion letter which outline their observations in relation to the MRC's internal controls. In total 12 observations were tabled and represent minor control improvements. The observations were tabled with the Audit Committee for discussion.

The Audit Committee met on 12 November 2015 to consider the Financial Statements for the year ended 30 June 2015 and have recommended that these be adopted by the Council. The unconfirmed minutes of this meeting are included in the Members' Information Bulletin.

A copy of the Financial Statements is included at **Appendix 6**.

The Annual Report of the MRC, which includes the Financial Statements considered by the Audit Committee as mentioned above, has been prepared and will be distributed under separate cover.

The MRC, in accordance with the Local Government (Financial Management) Regulations 1996 Section 51.1, is required to include in the annual Financial Statements a signed

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Statement of Declaration by the Chief Executive Officer after this report has been audited in accordance with the Local Government Act 1995. This declaration is included in the Annual Report at **Appendix 7** which will be distributed under separate cover.

## **STATUTORY ENVIRONMENT**

Relevant Extracts from the Local Government Act 1995

### *“5.53. Annual reports*

- (1) *The local government is to prepare an annual report for each financial year.*
- (2) *The annual report is to contain —*
  - (a) *a report from the mayor or president; and*
  - (b) *a report from the CEO; and*
  - [(c), (d) deleted]*
  - (e) *an overview of the plan for the future of the district made in accordance with section 5.56, including major initiatives that are proposed to commence or to continue in the next financial year; and*
  - (f) *the financial report for the financial year; and*
  - (g) *such information as may be prescribed in relation to the payments made to employees; and*
  - (h) *the auditor’s report for the financial year; and*
  - (ha) *a matter on which a report must be made under section 29(2) of the Disability Services Act 1993; and*
  - (hb) *details of entries made under section 5.121 during the financial year in the register of complaints, including —*
    - (i) *the number of complaints recorded in the register of complaints; and*
    - (ii) *how the recorded complaints were dealt with; and*
    - (iii) *any other details that the regulations may require;**and*
    - (i) *such other information as may be prescribed.*

*[Section 5.53 amended by No. 44 of 1999 s. 28(3); No. 49 of 2004 s. 42(4) and (5); No. 1 of 2007 s. 6.]*

### *5.54. Acceptance of annual reports*

- (1) *Subject to subsection (2), the annual report for a financial year is to be accepted\* by the local government no later than 31 December after that financial year.*

*\* Absolute majority required.*

### *5.55. Notice of annual reports*

*The CEO is to give local public notice of the availability of the annual report as soon as practicable after the report has been accepted by the local government.*

### *7.9. Audit to be conducted*

- (1) *An auditor is required to examine the accounts and annual financial report submitted for audit and, by the 31 December next following the financial year to*
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*which the accounts and report relate or such later date as may be prescribed, to prepare a report thereon and forward a copy of that report to —*

- (a) the mayor or president; and*
- (b) the CEO of the local government; and*
- (c) the Minister.”*

Relevant Extracts from the Local Government (Audit) Regulations 1996

*“10. Report by auditor*

- (1) An auditor’s report is to be forwarded to the persons specified in section 7.9(1) within 30 days of completing the audit.*
- (2) The report is to give the auditor’s opinion on —*
  - (a) the financial position of the local government; and*
  - (b) the results of the operations of the local government.*
- (3) The report is to include —*
  - (a) any material matters that in the opinion of the auditor indicate significant adverse trends in the financial position or the financial management practices of the local government; and*
  - (b) any matters indicating non-compliance with Part 6 of the Act, the Local Government (Financial Management) Regulations 1996 or applicable financial controls in any other written law; and*
  - (c) details of whether information and explanations were obtained by the auditor; and*
  - (d) a report on the conduct of the audit; and*
  - (e) the opinion of the auditor as to whether or not the following financial ratios included in the annual financial report are supported by verifiable information and reasonable assumptions —*
    - (i) the asset consumption ratio; and*
    - (ii) the asset renewal funding ratio.*
- (4A) In subregulation (3)(e) —*

**asset consumption ratio** has the meaning given in the Local Government (Financial Management) Regulations 1996 regulation 50(2);

**asset renewal funding ratio** has the meaning given in the Local Government (Financial Management) Regulations 1996 regulation 50(2).
- (4) Where it is considered by the auditor to be appropriate to do so, the auditor is to prepare a management report to accompany the auditor’s report and to forward a copy of the management report to the persons specified in section 7.9(1) with the auditor’s report.”*

**POLICY IMPLICATIONS**

Not applicable.

**COMMENT**

The Annual Report for the MRC has been prepared in accordance with the requirements of Local Government Act 1995 and applicable Australian Accounting Standards.

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### **AMENDMENTS**

There have been no amendments made to the Financial Statements presented to the Audit Committee.

### **VOTING REQUIREMENT**

Absolute Majority

### **RESPONSIBLE OFFICER RECOMMENDATION**

That the Council:

1. notes the recommendation of the Audit Committee meeting held on 12 November 2015 to adopt the Financial Report for the year ended 30 June 2015;
2. adopts the Annual Report for the year ended 30 June 2015, which includes the Financial Report detailed in 1. Above;
3. notes the recommendation of the Audit Committee meeting held on 12 November 2015 to appoint Ms Gayle Rogers as an external audit committee member for a further two year term which would expire at the end of April 2018; and
4. appoints Ms Gayle Rogers as an external audit committee member for a further two year term which would expire at the end of April 2018.  
*(Absolute Majority Required)*

### **RESOLVED**

Cr Boothman moved, Cr Driver seconded  
That the recommendation be adopted.

*CARRIED UNANIMOUSLY (12/0)*

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<b>9.5</b>	<b>MINDARIE REGIONAL COUNCIL STRATEGIC ACTION PLAN</b>
<b>File No:</b>	<b>COR/2-04</b>
<b>Appendix(s):</b>	<b>Nil</b>
<b>Date:</b>	<b>19 November 2015</b>
<b>Responsible Officer:</b>	<b>Gunther Hoppe</b>

## **BACKGROUND**

On 20 June 2013, the Mindarie Regional Council (MRC) endorsed a Strategic Community Plan 2013/14 – 2033/34 (Plan) setting a Vision as ‘*Winning Back Waste*’ with the focussed intention of increasing the level of diversion of waste from landfill in line with the waste hierarchy of ‘*Avoid, Reduce, Reuse, Recycle, Dispose*’.

The Plan defines the vision and sets objectives for the MRC over the next twenty years. The Executive Summary of this plan reads as follows:

*“The Mindarie Regional Council is one of Western Australia’s largest waste management authorities assisting its member councils, mainly situated in Perth’s northern corridor, deal with their waste. The MRC recognises that waste does have a value as a resource and is committed to managing waste in line with the waste hierarchy and in a way sensitive to the environment and future generations.*

*The MRC’s Strategic Community Plan 2013/14 – 2033/34 ‘Winning Back Waste’, constitutes not only the consolidation of the MRC as a leader in the industry, but also hails a new direction. The Plan articulates a shared vision for waste management in the Region and shows how the MRC can deliver environmentally sustainable waste management for its communities.*

*Waste management is changing. Although landfilling is still seen as an important part of the industry, the focus is moving toward resource recovery and other higher order activities that minimise waste. The goal is to treat waste and offer solutions as high up on the waste hierarchy as practicable.*

*This Plan creates a new vision for the MRC, ‘Winning Back Waste’ and with this a focus in achieving improved waste outcomes for the region, which focus on:*

- Reducing the amount of waste being generated*
- Increasing resource recovery*
- Diversion from landfill*

*The MRC as an organisation, although formed to accept waste on behalf of the member councils, more than just accepts waste. It promotes and works with its member councils to achieve improved waste outcomes throughout the region. This may include solutions that don’t involve delivering waste to MRC facilities. Any waste produced in the MRC’s regional boundaries therefore needs to be considered in any strategic discussion.*

*Difficult and uncertain times have resulted in the strategies of this plan initially being relatively modest with major initiatives being delayed until some clarity is given to enable the MRC to confidently move forward in achieving its vision. This plan and its associated supporting documents however are dynamic, being reviewed on a regular basis and being flexible enough to accommodate change.*

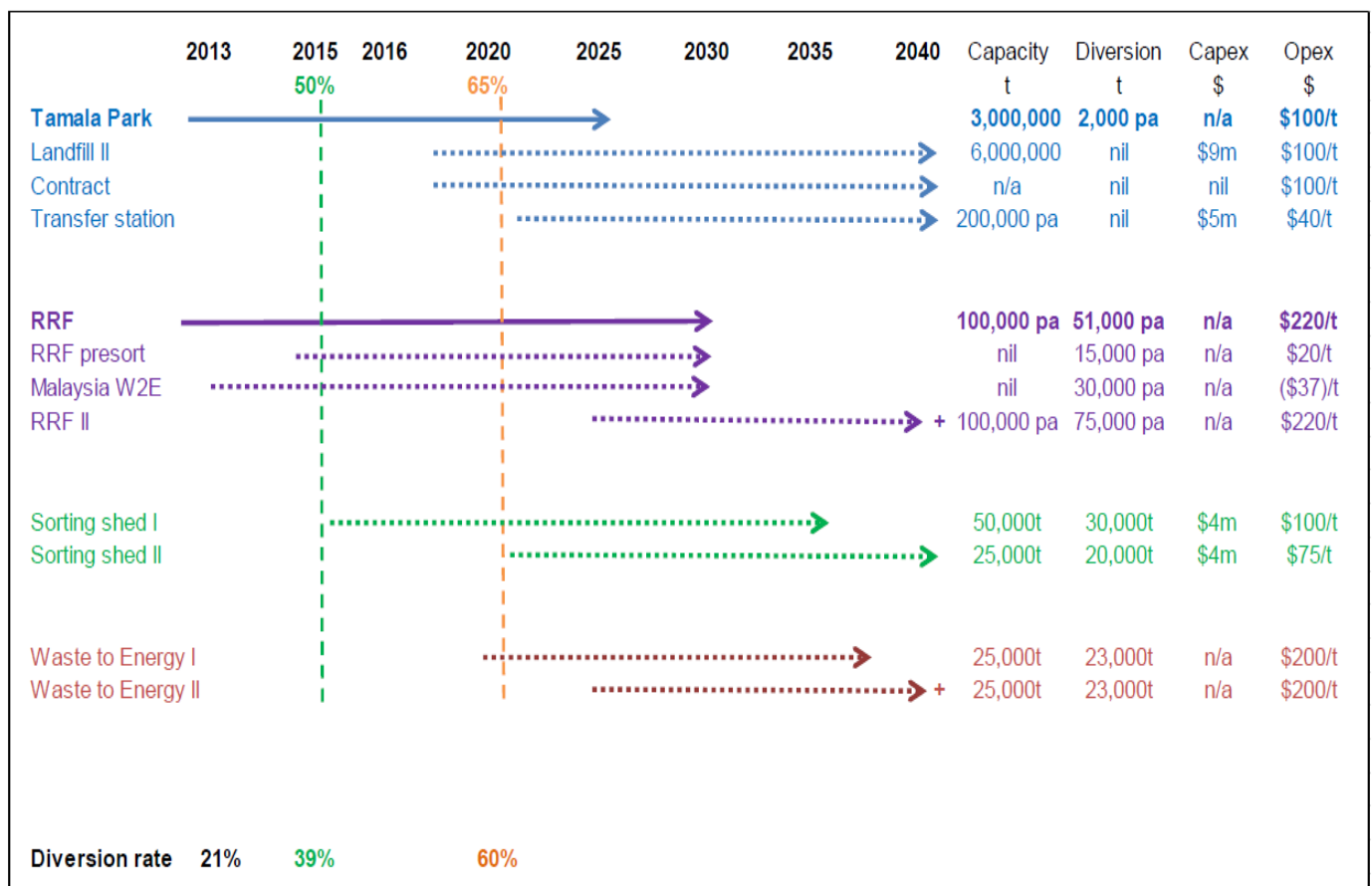
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Population growth in the Region will see the amount of waste being generated increase significantly, even with waste minimisation strategies being implemented. To deal with this waste a progressive approach to waste management will be required, including:

- New approaches
- New infrastructure
- New attitudes and behaviours

This will result in challenges to the MRC as an organisation and the MRC as a region, as the right balance between social, economic and environmental outcomes is sought. However with challenges comes opportunity. The MRC needs to grasp these opportunities and focus on ‘Winning Back Waste’.”

The following table represents the indicative dates that new infrastructure will be required to ensure that the MRC maintains the necessary service levels to its member councils and go a long way in meeting the Waste Authority’s Strategy in diverting waste from landfill.



The vision expressed in the Plan is in line with the Waste Authority’s “Creating the right environment” strategy document which it published in March 2012. As part of this strategy, the Waste Authority set targets for the level of Municipal Solid Waste (MSW) that it expected to be diverted from landfill as 50% by 2015 and 65% by 2020.

**DETAIL**

Since its adoption, the Strategic Community Plan has been used to plan the future of the MRC. A number of strategy sessions have been held with the Councillors, Member Council Chief Executive Officers and Member Council Executives/Directors who are



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members of the Strategic Working Group (SWG). The SWG is a group formed by the MRC designed to ensure that the member councils are aware of ongoing strategic and operational issues. The group also provide invaluable input into the positioning of the MRC as it aligns itself to the new strategic direction set in the Plan.

Given that the waste diversion performance for the MRC's region is currently in the low 40% range, the MRC engaged Hyder Consulting to evaluate various options and strategies that might assist the MRC in helping shift the diversion rate to 65% or greater.

#### Infrastructure Requirements

The Hyder report confirmed that in order to achieve a waste diversion rate of over 65% the following infrastructure would be needed:

1. Transfer Station/s
2. Landfill
3. Resource Recovery Facility (RRF)
4. Materials Recovery Facility (MRF)
5. Greens Processing Facility
6. Bulk waste sorting shed
7. Waste to Energy Facility

Notably, of the scenarios and options reviewed, only the two which contemplated a Waste to Energy plant as part of the mix achieved the 65% waste diversion target; in fact, with Waste to Energy plants in the infrastructure mix, an estimated waste diversion rate of in excess of 86% was expected.

#### Waste Precincts

At the same time as the MRC was conducting this work, the Waste Authority committed to developing a Waste and Recycling Infrastructure Plan for the Perth Metropolitan and Peel Region. To facilitate this process, a Strategic Waste Infrastructure Planning Working Group (SWIPWG) was created.

A copy of the SWIPWG's report to the Minister has recently been released and is available in full at:

[http://www.wasteauthority.wa.gov.au/media/files/documents/SWIPWG\\_Investigation\\_Report.pdf](http://www.wasteauthority.wa.gov.au/media/files/documents/SWIPWG_Investigation_Report.pdf)

The report promotes the idea of waste precincts. The report asserts that:

*'Land available for development of waste facilities in Perth and Peel is limited and should be used as efficiently as possible. Grouping compatible waste facilities together through the use of waste precincts could have many potential benefits, including; land use efficiency, flexibility, coordination and staging, buffer efficiency and protection, transport efficiency, business/employment opportunities, consistency with WAPC and Department of Planning objectives and long-term security/stability.'*

Notably both Tamala Park and the MRC's Neerabup sites are identified in the report as being of key strategic importance for potential future waste precincts.

Off the back of the recommendations of the Hyder Report and the SWIPWG report, the MRC is advocating for the creation of a waste precinct in the northern suburbs.

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The current thinking is that the waste precinct would be most ideally located within close proximity to the existing RRF site and would provide accommodation to a Waste to Energy plant, a MRF and a bulk waste sorting shed. Then intention is that the MRC would own the land and put the ownership, construction and operation of the aforementioned facilities out to public tender, rather than seeking to operate them in-house.

Co-locating these facilities will significantly reduce the transport costs associated with the waste and are likely to make the approvals process easier, with to respect environmental concerns regarding buffer zones, sensitive receptors, etc.

In addition, waste products from one facility may well be the perfect feedstock for another of the facilities and these will be able to be easily transferred from one facility to another on the precinct. A further benefit would revolve around power generation and consumption, where power generated from one facility is used beneficially to power the operation of another facility.

#### Regional Waste Characterisation Study

In order to design and construct waste processing facilities that are going to operate as effectively as possible over the medium to long term, it is critically important that the MRC has accurate information regarding the composition of the waste the proposed facilities are being designed for.

A waste characterisation study or waste audit will provide this valuable information and it is absolutely essential that this be conducted before any meaningful progress is made on any of the other fronts/work streams under discussion.

The Administration are proposing that this work needs to be undertaken as soon as possible, with the initial cost of the work being funded through the half yearly budget review process.

#### Community Engagement

The MRC recognises that the creation of such a precinct, and particularly one involving a Waste to Energy plant, may cause some concern within the community and it is to this end that the MRC is proposing that it undertake a comprehensive community engagement process. This will allow the MRC to gauge the community reaction before it proceeds with detailed project development with regard to the precinct.

The MRC would look to appoint an external company to facilitate this community engagement, the initial costs of which would be funded through the half year budget review.

#### Refinement of the Hyder Report

The Hyder Report and its recommendations were made in quite broad terms because of the level of assumptions which had to be made to allow for the production of meaningful results.

If Council decides to proceed down this path, a more specific set of recommendations and modelling is going to be required to support informed decision making.

To this end, the Administration are seeking to appoint a waste consulting firm to build on the valuable work done by Hyder, but to a higher degree of specificity. The initial costs associated with this engagement will be funded through the half yearly budget review.

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### Regional Opportunities

There may be opportunities to collaborate with or leverage off waste infrastructure projects being undertaken by other regional councils and the MRC will continue to pursue these discussions in addition to pursue the MRC specific options.

### Resourcing

Currently the MRC does not have the staffing resources to take this strategic action plan much beyond the conceptual planning phase. The sort of detailed work required to progress this project will require a dedicated resource who is able to cover off on both the procurement and project management aspects of this endeavour.

The Administration are proposing to hire a procurement/projects management resource to handle the development of the detail underlying the strategic plan. It is anticipated that the initial cost of this resource would be accommodated through the half year budget process.

### Probity

Developing the infrastructure suggested in this report requires a high level of governance compliance making it vital to ensure the highest level of probity is followed throughout the process. As such it is proposed to engage an accredited probity company at the commencement of this process to ensure that a high level of integrity is achieved throughout the process.

## **STATUTORY ENVIRONMENT**

Nil

## **FINANCIAL IMPLICATIONS**

To progress the concept of the waste precinct in this financial year, further funds will have to be included in this year's budget. It is proposed to seek the following funds in the half yearly budget review:

<b>Funding Description</b>	<b>Amount (\$ Excl GST)</b>
Regional Waste Characterisation Study	150,000
Community Engagement Campaign	100,000
Waste Consultant (Hyder)	30,000
Probity Consultant	35,000
Permanent Procurement/Project Officer	50,000
<b>TOTAL COSTS SOUGHT IN HALF YEARLY BUDGET REVIEW</b>	<b>365,000</b>

These costs are estimates based on knowledge of similar projects and previous quotes received and refer to only those costs which will be incurred before 30 June 2016. This additional expenditure will be funded by normal operating cash flows for the year and will result in a commensurate decrease in the budgeted surplus for the year.

## **POLICY IMPLICATIONS**

The proposed strategic action plan is strongly aligned to the MRC's Vision and 20 year Strategic Community Plan and is equally strongly aligned with the Waste Authority's strategic direction.

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### **COMMENT**

A number of the recommended infrastructure solutions that will be required for waste management in the northern metropolitan region have a long lead time in terms of public consultation, planning approvals, tendering and physical construction and commissioning.

The MRC is at a critical juncture where it needs to start to progress the projects to ensure the certainty of waste processing in the region going forward into the future.

The Administration believe that the initial steps that are being recommended will provide the information required to inform a more detailed set of recommendations to Council in the next 12 months.

### **VOTING REQUIREMENT**

Absolute Majority

### **RESPONSIBLE OFFICER RECOMMENDATION**

**That the Council:**

- 1. approve the concept of the MRC proceeding to create a Waste Precinct in accordance with its Strategic Direction;**
- 2. continue to work with the Strategic Working Group on the works, and commitments, required for the development of a Waste Precinct; and**
- 3. receive a further report at its meeting on 18 February 2016 detailing the process and estimates of the works associated with the development of the Waste Precinct.**

### **RESOLVED**

**Cr Fishwick moved, Cr Boothman seconded  
That the recommendation be adopted.**

*CARRIED UNANIMOUSLY (12/0)*

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**10 MEMBERS INFORMATION BULLETIN – ISSUE NO. 26**

**RESPONSIBLE OFFICER RECOMMENDATION**

That the Members Information Bulletin Issue No. 26 be received.

**RESOLVED**

Cr Boothman moved, Cr Jenkinson seconded  
That the recommendation be adopted.

*CARRIED UNANIMOUSLY (12/0)*

**11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**12 URGENT BUSINESS**

Nil

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

Nil

**14 MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC**

Nil

**15 NEXT MEETING**

*Next meeting to be held on Thursday 18 February 2016 in the Council Chambers at the City of Joondalup commencing at 5.30pm.*

**16 CLOSURE**

*The Chairman closed the meeting at 5.56pm and thanked the Town of Victoria Park for their hospitality and the use of their meeting facilities.*

*These Minutes were confirmed by the Council as a true and accurate record of the Ordinary Meeting of the Council held on 3 December 2015.*

Signed ..... Chairman

Dated this ..... day of ..... 2016