



MINUTES

Meeting of CHAIRS and CEO Group

held on

Monday 15 AUGUST 2011

Commencing at **6.00 pm**

at the

EMRC Office

226 Great Eastern Highway

BELMONT

1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Chairman opened the meeting at 5:53pm.

2 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE PREVIOUSLY APPROVED

Attendees

Mayor Ron Norris-Chairman	RN	Chairperson	WMRC
Cr Ron Hoffman	RH	Chairperson	RRC
Neil McIlwaine (6:09 PM)	NM	Commissioner	CGG
Cr Graham Pittaway	GP	Chairperson	EMRC
Cr Tony Romano	JR	Chairperson	SMRC
Cr Russell Fishwick	RF	Chairperson	MRC

Alex Sheridan-Chairman	AS	Chief Executive Officer	RRC
Tim Youe	SM	Representing Stuart McAll	SMRC
John Bonker	JB	Acting Chief Executive Officer	MRC
Adam Johnson	AJ	Chief Executive Officer	WMRC
Peter Schneider	PS	Chief Executive Officer	EMRC
Mark Wong	MW	Manager Regional Waste Services and Energy	CGG
John Stevenson	JS	Executive Support	SteveConsult
Theresa Eckstein	TE	Executive Assistant	EMRC

Apologies

Stuart McAll	SM	Chief Executive Officer	SMRC
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Visitor

Peter Fitzpatrick (7.00 PM)	PF	Chairman	Waste Authority
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3 ANNOUNCEMENT BY THE CHAIRMAN OR PERSON PRESIDING WITHOUT DISCUSSION

The Chairman advised Peter Fitzpatrick Chair of the Waste Authority would attend the meeting from 7.00 PM.

4 PRESENTATIONS

Members were advised John Woodhouse (Woodhouse Legal) had made a presentation at the earlier CEO Group meeting. AS circulated copies of this presentation on “The Local Government Amendment (Regional Subsidiaries) Bill 2010”.

RH briefed the members on this presentation and advised that he and AS were invited to appear in front of the Legislative Committee to advise on FORC’s position on this Bill.

Members discussed this matter. It was agreed the principles contained in the Bill did not appear to be a threat to Regional Councils or Local Governments. However it was noted powers were already available under the Local Government Act for functions to be undertaken by the establishment of a Regional Council and perhaps the creation of Regional Subsidiaries was not needed.

Members supported the attendance of the Deputy Chair Cr Hoffman on the Legislative Committee to represent FORC. It was further agreed that PS would draft some words to reflect the member’s discussion that RH could include in his presentation/submission to the Legislative Committee.

Action:

- 4.1 The attendance of the Deputy Chair on the Legislative Committee be supported with the presentation/submission to the Committee being emailed prior to all FORC members prior to attendance on the Committee.**

5 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

The FORC CHAIRS and CEO Group minutes for 2 May 2011 and 18 July 2011 have been previously distributed.

Action:

- 5.1 The FORC Chairs and CEO Group minutes for 2 May 2011 and 18 July 2011 be confirmed.**

MOVED CR PITTAWAY

SECONDED CR HOFFMAN

6 MEETING WITH THE PREMIER ON 5 AUGUST 2011

This item was also discussed at the CEO Group meeting on 15 August 2011.

The Chair and Deputy Chair of FORC met with the Premier on 5 August 2011. The Chair will speak on the main points listed below made by the Premier during of the meeting:

1. Very supportive of What Regional Councils are doing
2. Accepts that Waste to energy is part of the AWT mix and because of the cost will most probably have to be funded by the Government
3. Prepared to look at funding assistance for Local Government towards the cost of AWT’s
4. Attracted to the idea of State Government Waste going to Regional Councils with AWT/RRF facilities
5. It is entirely reasonable that most if not all of the landfill levy be used for funding waste management matters. Suggested FORC write to him on this and he will feed it into the forward planning for the 2012/13 Budget.
6. The suggestion that the State Government provide a guarantee for force majeure events or some up front finance to assist in establishing AWT’s in relation to the current issues with Contingent Liability vs Liability no advice was forthcoming.

A private waste to energy proposal was also commented on and the Chair will advise members verbally on what transpired.

A letter to the Premier is being prepared and will be circulated to members at the meeting on 15 August 2011. The letter will thank the Premier for meeting with the Chair and Deputy Chair of FORC and will list the main points of the meeting.

6 MEETING WITH THE PREMIER ON 5 AUGUST 2011 (CONT)

The Premiers address to the WALGA Conference included a number of comments on waste. It is understood the main points were:

- Waste should be considered as an Essential Service
- Services by LG are “well done”
- State Government needs to take a greater role
- Waste to Energy is important
- Regional Councils will need to play a major role
- Substantial capital is required

The comments are welcome and effectively support the positions FORC has been advocating to the State Government.

Members were advised a letter to the Premier had been drafted. The Chairman (RN) had made minor amendments to the letter and was happy for it to be sent. The amended draft was circulated to members at the meeting. Discussion on the letter then took place in conjunction with Item 7 – MSW Services Infrastructure - Needs.

The draft letter was supported by members with the following two points being added:

FORC had approved the establishment of the Working Group

Financial assistance be requested towards some of the external costs involved in the work to be undertaken by the Steering Group which includes a significant research component on AWT technologies.

Action:

6.1 The letter to the Premier as outlined above be supported.

MOVED CR PITTAWAY

SECONDED CR HOFFMAN

7 MSW SERVICES AND INFRASTRUCTURE - NEEDS

The following item was discussed at the CEO Group meeting on 15 August 2011.

“MWAC have an interest in and support this FORC initiated matter.

At the last meeting of the CEO Group JM from GRA Everingham was in attendance and updated members on the issues relating to the ongoing requests regarding funding support for the Regional Councils.

Discussion included the need for a ‘campaign’ to advocate the FORC position on waste management. It was agreed ‘the campaign’ message be constructed as follows:

- Definition of problem
- Evidence of problem
- Consequences for lack of action
- Some potential solutions

It was also agreed:

- Regional Council CEO’s provide to constituent council CEO’s a situation brief including key documents.
- There be liaison and discussion with President of WALGA

7 MSW SERVICES AND INFRASTRUCTURE – NEEDS (CONT)

After these actions Constituent councils should be encouraged to become involved in important elements of an integrated campaign such as:

- Use of media
- Market Research
- Advertising
- Other related tasks

At the time writing this agenda the above has not been acted on, However a 'campaign' proposal was drafted by JM and this was discussed at the special meeting of the Chairs and CEO Group on 18 July 2011. In addition a letter dated 24 June 2011 was sent to the Minister for Environment which:

- Expressed disappointment at lack of progress with the proposed Waste Infrastructure Steering Committee
- Sought confirmation of support for Local Government's approach to Waste Management

At the special meeting on 18 July it was agreed to send a further letter to the Minister for Environment and to review the overall situation at the next meeting of the Chairs and CEO Group on 15 August 2011. This letter was sent to the Minister on 21 July 2011 with a request that a response be provided prior to 15 August 2011. A response was received to the FORC letter of 24 June on 27 July 2011 and has been circulated to all members. A copy of this correspondence with the Minister is at **Attachment 1**.

The CEO Group in line with the Action 5.3 of the Special meeting on 18 July 2011 action now need to discuss the establishment of a FORC working group and its terms of reference plus a possible campaign in support of the FORC position on Waste Management.

Please see previously presented proposal which will be an aid to discussion:

Attachment 2 Proposed Scope for FORC Paper – Future MSW Services and Infrastructure Needs

Attachment 3 Proposal FORC Campaign

AND

Item 9 Budget 2011/12”

Members were advised the formation of working group was discussed at the CEO Group meeting. The CEO Group recommend a sub group be formed to make recommendations on membership terms of reference and funding support. The CEO Group advise the Minister for Environment had been approached on funding for the working group and that it was intended to also ask the Premier for his help. It is proposed the subgroup would consist of AS, AJ and SM who should commence their work as soon as practicable. It was agreed that all members be kept informed of progress “out of session” by email. It was also agreed a determination on the sub group recommendations be made by elected members “out of session” via email.

Action:

7.1 That a FORC Working group as outlined above be established.

MOVED CR FISHWICK

SECONDED CR ROMANO

8 STATE GOVERNMENT WASTE SUPPLY

The following item was discussed at the CEO Group meeting on 15 August 2011.

8 STATE GOVERNMENT WASTE SUPPLY (CONT)

“Further to discussions at the special FORC meeting on 18 July 2011 AJ advises the WMRC and SMRC have received positive signals from the government that they would supply waste to Regional Council run AWT facilities. It is intended to pursue those signals further. A brief has been prepared by the WMRC and SMRC for consideration by the Chairs and CEO Group. This is at **Attachment 4.**”

Members were advised that the Premier at his meeting on 5 August 2011 with the Chair and Deputy Chair of FORC was attracted to the idea of State Government Waste going to Regional Councils with AWT/RRF facilities and would be prepared to consider a FORC submission on the matter. The CEO Group recommended that AJ, SM and JB prepare submission to the Premier on this subject as soon as practicable.

Members would be advised of progress by email. It was noted that an “out of session” sign off on the submission would be required from elected members before the submission could be presented to the Premier.

Action:

8.1 FORC make a submission to the Premier requesting as outlined above that State Government Waste be processed at Regional Council AWT and RRF facilities.

MOVED CR McIIWAINÉ

SECONDED CR PITTAWAY

9 BUDGET 2011/12

The following item will be discussed at the CEO Group meeting on 15 August 2011.

“At the CEO Group meeting on 20 June 2011 it was agreed a draft budget for 2011/12 be presented at the next meeting which included the proposed GRA Everingham campaign. The draft 2011/12 budget including the projected sharing arrangements is **Attachment 5**. Discussion on how any required advocacy services are to be delivered in 2011/12 will be required as well as how unbudgeted expenditure in 2010/11 for these services is to be managed. Further information on this will be presented at the meeting”

PS advised members that the proposed allocations for Market Research, PR Media Assistance and the waste Authority Presentation totaling \$51,000 may not be required. However the CEO Group were recommending that the budget as presented totalling \$144,800 (1.8% increase on the 2010/11 estimates) was recommended for adoption without amendment to the Chairs for adoption. By taking this action additional flexibility in the budget would be achieved.

Action:

9.1 The 2011/12 Budget as presented at Attachment 5 be adopted.

MOVED CR ROMANO

SECONDED CR McILWAINÉ

10 WASTE AUTHORITY

The following item was discussed at the CEO Group meeting on 15 August 2011.

“At the CEO Group meeting on 20 June 2011 it was agreed that for the proposed presentation to the Waste Authority that:

- A nominal budget of \$3000 be provided.
- AJ modify the presentation to suit the proposed campaign.

10 WASTE AUTHORITY Cont

No action has been taken on the above since 20 June 2011. Specifically it needs to be noted a budget for 2011/12 has neither been agreed or formulated.

This needs to be determined prior to expenditure being incurred on preparing the presentation to the Waste Authority and a recommendation made to the Chairs and CEO Group. It is suggested this recommendation be determined at this meeting.”

Members were advised that AJ will prepare the presentation to the Waste Authority based on the parliamentary presentation and as otherwise previously approved. The finalised presentation will be emailed to elected members for sign off.

Action:

10.1 That the presentation to the Waste Authority be finalised and circulated to members for sign off.

MOVED CR PITTAWAY

SECONDED CR HOFFMAN

11 INCLUSION OF MSW IN PERTH INFRASTRUCTURE PLANNING

The following item was discussed at the CEO Group meeting on 15 August 2011.

MWAC have an interest in this matter.

This matter was deferred from the CEO Group meeting on 20 June 2011.

A meeting has since been held with the Department of Planning on 30 June 2011. Notes of this meeting are at **Attachment 6**.

AS will provide a verbal update on progress on this matter and discuss the proposed FORC action set out in the notes.

Members were advised RN and KP attended this meeting on behalf of FORC and that the CEO Group had agreed the recommended actions be implemented with an appropriate letter being sent to the Department of Planning.

Action:

11.1 That the recommended actions from the meeting with the Department of Planning on 30 June 2011 be implemented.

MOVED CR HOFFMAN

SECONDED CR ROMANO

12 SUBMISSIONS AND POSITION STATEMENTS

It is intended to update the FORC document entitled ‘Submissions and Position Statements from February 2009 to June 2010’ by replacing the Terms of Reference with the June 2011 version and adding the following:

- 2011-12 Pre-Budget Submission – January 2011
- Parliamentary Presentation – November 2010

The new cover page and index are at **Attachment 7**. Hard copies will be circulated to the Chairs and CEO Group in the near future.

Elected members requested that the proposed submission on the Local Government Amendment (Regional Subsidiaries) Bill 2010 be added to this document at the appropriate time.

12 SUBMISSIONS AND POSITION STATEMENTS Cont)

Action:

12.1 That the information be received and arrangements made to implement the elected member's request.

MOVED CR ROMANO

SECONDED CR McIIWAINE

13 WASTE MANAGEMENT RESEARCH

The following was discussed at the CEO Group meeting on 20 June 2011.

“At the Chairs and CEO Group meeting on 2 May 2011 members requested that A/Professor Rosano be asked to provide a complete final draft of the MOU that is acceptable to her. She has responded indicating the draft MOU is acceptable but in the process mentioned the legal status of FORC. The Chairman Mayor Norris has had some discussion with A/Professor Rosano on the matter and has commented “that Curtin has elected to put this aside for the purposes of creating the MOU.” The Chairman’s comments on this matter were emailed earlier for their information of the CEO Group”

The CEO Group agreed to recommend the MOU to the Chairs and CEO Group meeting for adoption
A copy of the MOU AS AT May 2011 is at **Attachment 8**.

Cr Fishwick advised he has a professional relationship with Professor Rosano. The Chairman requested this be recorded in the minutes.

Action:

13.1 That the MOU be adopted and A/Professor Rosano advised accordingly.

MOVED CR HOFFMAN

SECONDED CR McILWAINE

14 UPDATE ON FORC ACTIVITIES

Alex Sheridan advised there no additional matters to report on not covered in today's meeting and previous minutes.

Cr Fishwick advised he was proposing to place on the next City of Joondalup agenda a motion which encourages the State Government provide greater assistance and leadership to Local Government in the delivery. He undertook to email this to members to assist them take similar action at their council should they wish to do so.

Action:

14.1 That the information be received.

MOVED CR FISHWICK

SECONDED CR PITTAWAY

15 REPORT ON ISSUES FROM EACH REGIONAL COUNCIL

An opportunity was provided at this point for each Regional Council representative to update members on significant waste management issues and initiatives within their region.

The following advice was received from members:

15 REPORT ON ISSUES FROM EACH REGIONAL COUNCIL (CONT)

WMRC

The Stage 2 DiCom plant was under construction and would be complete by March/June 2012. Work was also under way for the changes needed to the transfer station to accommodate the new DiCom plant. Tender documents were circulated for the Collection of MSW for all WMRC member Councils.

CGG

Preparing tender documents for landfill land contracting services.

SMRC

Insurance for burnt down recycling plant still unresolved. Budget for 2011/12 has been approved by Council.

MRC

PWC report to be finalized in relation to the exit of the City of Stirling from the MRC. John Bonker is acting CEO while MRC advertise for a permanent CEO to replace Kevin Poynton.

EMRC

Met with the EPA Board to discuss Resource Recovery Facility and presented four technologies. They indicated interest in only two technologies and were not keen on waste to energy.

RRC

New consultant for RRF feasibility study appointed. Propose to undertake a new waste audit as the last one was some years ago.

Discussion then took place on what impacts on Regional Councils may occur as a result of the proposal by the State Government for the amalgamation of local government. It was agreed a submission should be prepared and circulated to members.

Action:

15.1 That the information be received.

15.2 A discussion paper be prepared on possible impacts of Local Government amalgamation on Regional Councils both short and long term and circulated “out of session” to members.

MOVED CR PITTAWAY

SECONDED CR ROMANO

16 OTHER BUSINESS

The Chairman welcomed Peter Fitzpatrick, Chair of the Waste Authority to the meeting at 6:55pm. PF addressed the committee giving a confidential briefing on a preliminary vision on how the Waste Authority should approach the task of waste management. It was stressed the briefing was confidential as he had yet to discuss this with Waste Authority members and therefore the content has not been minuted. PF indicated at the present time he is in listening mode to find out where things are at.

In response the Chairman advised that FORC wanted to achieve a working relationship with the Waste Authority so that everyone knows where they going with regards to Waste Management.

The Chairman advised FORC would like to complete the second stage of study on RRF and AWT technologies in partnership with Curtin University and would write to the Waste Authority asking them to be involved and assist with funding.

The Deputy Chair and advised that recognition of MSW services as an essential service was a core issue as were waste education programmes. These were in need of better co-ordination and funding. FORC would like to talk to the Waste Authority on these matters perhaps through a three monthly meeting with PF. FORC would write to PF on these matters.

The Chairman thanked PF for taking the time to meet with FORC and for his briefing.

17 NEXT MEETING OF FORC

The next meetings are:

CEO Group 17 October 2011
Chairs and CEO's 12 December 2011

18 DECLARATION OF CLOSURE OF MEETING

The Chair closed the meeting at 7:41pm.