



Meeting Summary

The information contained in this newsletter relates to matters discussed at the SMRC Regional Council Meetings during July and August 2017. The Meeting Summary may be circulated or tabled to elected members and officers of the member local governments of the SMRC. To request further information on articles in this Meeting Summary please email smrc@smrc.com.au or phone 9329-2700.

Chair, Cr Cameron Schuster	Melville
Deputy Chair, Cr Doug Thompson.....	Fremantle
Cr Kevin Allen	Cockburn
Cr Michael McPhail	East Fremantle
Cr Wendy Cooper.....	Kwinana

WASTE RECYCLING EDUCATION NETWORK (WREN) – 10 August 2017

The Waste Recycling Education Network met on the 10th of August

Key outcomes from the meeting included:

- Matthew Charlton was appointed to the WREN. Matthew joins the group from the City of Melville and is excited to play an active role in the group, with a particular interest in the 3-Bin FOGO trial.
- The group has decided to explore ways to set up a regular forum for discussion and conversation in between its meetings to help further project ideas.
- An update was provided on the 3-Bin FOGO trial and the group was asked to provide input and feedback into the development of resources.
- Information was provided to the group regarding the SMRC's response to the Four Corners investigation on Recycling and Waste Management.

STAKEHOLDER RELATIONS COMMITTEE – 21 AUGUST 2017

The Stakeholder and Relations Committee were updated on the progress of Communications and Engagement Activities.

AUDIT & RISK COMMITTEE – 21 AUGUST 2017

Internal Audit Reports

The Auditor's report outlined the SMRC's documented policies and procedures relating to credit card use and reported that the SMRC follows the local government guidelines and has established controls in place, however, recommended a number of improvements to the procedure.

Auditors Report for the Year ended 30 June 2017

The Auditor, Mr van der Merwe, Butler Settineri, attended the meeting to present Auditor's report and the Annual Financial Report year ended 30th June 2017. The Auditor reported that there were no non-compliance matters raised during the course of the audit.

SMRC Three Year Assurance Program 2017 to 2020

The Audit & Risk Committee adopted the SMRC Three Year Assurance Program 2017 to 2020.

MEETINGS HELD SINCE LAST COUNCIL MEETING

Aug 9.....	Agenda Briefing
Aug 10.....	WREN
Aug 21.....	Stakeholder Relations Committee
Aug 21.....	Audit and Risk Committee
Aug 24.....	Ordinary Council Meeting

Policies

The Audit & Risk committee reviewed the following policies:

- Revised Audit Committee Policy 1.4
- Internal Audit Charter 4.4
- Investment Policy 2.3
- Risk Management 4.2
- Misconduct, Fraud & Corruption Prevention Policy 4.3
- Business Continuity Management Policy 4.9

ORDINARY COUNCIL MEETING – 24 AUGUST 2017

RESIDUAL WASTE LONG-TERM PROCUREMENT

The Council instructed the CEO to issue a tender for the procurement of long term energy from waste treatment once the EMRC have finalised an agreement with their preferred tenderer.

FOOD ORGANICS AND GARDEN ORGANICS (FOGO) COLLECTION AND PROCESSING SYSTEM REPORT

Council were briefed on the progress of implementing of a FOGO collection and processing system in the region.

During the July 2017 period, the following activities occurred:

- Council award contract for supply of bins;
- Prepare recruitment materials for waste education officers (FOGO Project); and
- Completion of video 2 for info pack and roll out of bin to Stage 1 residents.

Activities planned for the August 2017 period include:

- Final draft letter to stage 1 residents;
- Finalise communications strategy materials;
- Recruitment of waste education officer (FOGO Project);
- Manufacture of bins and materials;
- Analysis of baseline audit data Stage 1 area;
- WCF operating procedures; and
- WCF pre-sort specification.

The contract for the supply and delivery of mobile garbage bins for the stage 1 roll out was awarded to Trident Plastics of South Australia at the City of Melville's July Council meeting. In order to avoid conflict with school and public holidays the delivery of bins to residents is planned to commence Monday 9 October 2017.



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The expected date for commencement of FOGO collections is the following Monday 16 October.

The roll out will take place over a two-week period and collections will start the week following delivery of new bins and materials.

Council resolved to Request for Tender for Supply and Installation of Sorting Planform and Associated Equipment for the purpose of pre-sorting materials collected during stage 1 of the FOGO Trail.

WASTE AND RECYCLE CONFERENCE 2017

The Council resolved that the CEO, SMRC executive staff and its Regional Councillors attend the Waste and Recycling Conference in Perth on 13-15 September 2017.

This year's Conference theme is Sorting Our Waste: Valuing it as a resource and this theme has been chosen to highlight our changing view of waste from a discarded product to a resource in its own right.

CORPORATE POLICIES

The following policies were adopted:

- a. AUDIT AND RISK COMMITTEE POLICY 1.4;
- b. CASH INVESTMENTS POLICY 4.5;
- c. RISK MANAGEMENT POLICY 4.11;
- d. MISCONDUCT, FRAUD AND CORRUPTION PREVENTION POLICY 4.3;
- e. INTERNAL AUDIT CHARTER POLICY 4.4
- f. BUSINESS CONTINUITY MANAGEMENT POLICY 4.9

CEO PERFORMANCE REVIEW 2017

The Council resolved to accept the recommendations of the CEO Performance Committee.

SMRC ANNUAL REPORT 2016/2017

The Annual Report highlights the activities of the SMRC for the financial year 2016/17.

OFFICE ACCOMMODATION PROJECT

The Regional Council adopted the Project Participants' position statement; being that the two office locations continue as is with future reviews being presented to the Participants should the need arise. An options review will be undertaken in 2020.

SMRC CORPORATE BUSINESS PLAN REVIEW 2018

The Council resolved that a review of the SMRC's Corporate Business Plan be undertaken in February 2018.

