



**SHIRE OF ASHBURTON
PILBARA REGIONAL WASTE MANAGEMENT
FACILITY (PRWMF) COMMITTEE**

**AGENDA & ATTACHMENTS
(Public Document)**

**Ashburton Hall
Ashburton Avenue
Paraburdoo
19 June 2018
11.30 am**

AGENDA - PILBARA REGIONAL WASTE MANAGEMENT FACILITY (PRWMF) COMMITTEE
19 JUNE 2018

SHIRE OF ASHBURTON

PILBARA REGIONAL WASTE MANAGEMENT FACILITY (PRWMF) COMMITTEE MEETING

Notice is hereby given that a Pilbara Regional Waste Management Facility (PRWMF) of the Shire of Ashburton will be held on 19 June 2018 at the Ashburton Hall, Ashburton Avenue, Paraburdoo commencing at 11.30 am.

The business to be transacted is shown in the Agenda.



Rob Paull
CHIEF EXECUTIVE OFFICER

DISCLAIMER

The recommendations contained in the Agenda are subject to confirmation by the Committee and/or endorsement by the Council. The Shire of Ashburton warns that anyone who has any application lodged with Council must obtain and should only rely on written confirmation of the outcomes of the application following the Council meeting, and any conditions attaching to the decision made by the Council in respect of the application. No responsibility whatsoever is implied or accepted by the Shire of Ashburton for any act, omission or statement or intimation occurring during a Council meeting.

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1. DECLARATION OF OPENING

The Presiding Member declared the meeting opened at _____ pm.

1.1 ACKNOWLEDGEMENT OF COUNTRY

As representatives of the Shire of Ashburton Council, we respectfully acknowledge the local Indigenous people, the traditional custodians of this land where we are meeting upon today and pay our respects to them and all their elders both past and present.

2. ATTENDANCE

2.1 PRESENT

Members:	Cr K White Cr D Diver	Onslow Ward (Presiding Member) Tom Price Ward
Staff:	Mr R Paull Mr K Hannagan Ms J Smith	Chief Executive Officer Acting Director Infrastructure Executive Officer
Guests:		
Members of Public:	There were _____ members of the public in attendance at the commencement of the meeting.	
Members of Media:	There were _____ members of the media in attendance at the commencement of the meeting.	

2.2 APOLOGIES

2.3 APPROVED LEAVE OF ABSENCE

Cr M Lynch Tom Price Ward

3. ANNOUNCEMENT OF VISITORS

4. DECLARATION BY MEMBERS

4.1 DUE CONSIDERATION BY COUNCILLORS TO THE AGENDA

Councillors White, and Diver are requested to acknowledge during the meeting that they have given due consideration to all matters contained in the Agenda.

4.2 DECLARATIONS OF INTEREST

Councillors to Note

A member who has an Impartiality, Proximity or Financial Interest in any matter to be discussed at a Council or Committee Meeting, that will be attended by the member, must disclose the nature of the interest:

- (a) In a written notice given to the Chief Executive Officer before the Meeting
or;
- (b) At the Meeting, immediately before the matter is discussed.

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A member, who makes a disclosure in respect to an interest, must not:

- (a) Preside at the part of the Meeting, relating to the matter or;
- (b) Participate in, or be present during any discussion or decision-making procedure relative to the matter, unless to the extent that the disclosing member is allowed to do so under Section 5.68 or Section 5.69 of the Local Government Act 1995.

NOTES ON DECLARING INTERESTS (FOR YOUR GUIDANCE)

The following notes are a basic guide for Councillors when they are considering whether they have an interest in a matter.

These notes are included in each agenda for the time being so that Councillors may refresh their memory.

1. A Financial Interest requiring disclosure occurs when a Council decision might advantageously or detrimentally affect the Councillor or a person closely associated with the Councillor and is capable of being measure in money terms. There are exceptions in the Local Government Act 1995 but they should not be relied on without advice, unless the situation is very clear.
2. If a Councillor is a member of an Association (which is a Body Corporate) with not less than 10 members i.e. sporting, social, religious etc), and the Councillor is not a holder of office of profit or a guarantor, and has not leased land to or from the club, i.e., if the Councillor is an ordinary member of the Association, the Councillor has a common and not a financial interest in any matter to that Association.
3. If an interest is shared in common with a significant number of electors or ratepayers, then the obligation to disclose that interest does not arise. Each case needs to be considered.
4. If in doubt declare.
5. As stated in (b) above, if written notice disclosing the interest has not been given to the Chief Executive Officer before the meeting, then it **MUST** be given when the matter arises in the Agenda, and immediately before the matter is discussed.
6. Ordinarily the disclosing Councillor must leave the meeting room before discussion commences. The **only** exceptions are:
 - 6.1 Where the Councillor discloses the **extent** of the interest, and Council carries a motion under s.5.68(1)(b)(ii) or the Local Government Act; or
 - 6.2 Where the Minister allows the Councillor to participate under s.5.69(3) of the Local Government Act, with or without conditions.

Declarations of Interest provided:

Item Number/ Name	Type of Interest	Nature/Extent of Interest

**5. PILBARA REGIONAL WASTE MANAGEMENT FACILITY COMMITTEE
MEETING HELD ON 23 APRIL 2018**

Officers Recommendation

That the Minutes of the Pilbara Regional Waste Management Facility Committee (PRWMF) Meeting held on 23 April 2018, be confirmed as a true and accurate record.

ATTACHMENT 5.1

6. TERMS OF REFERENCE

Members: Crs Diver, Lynch and White.

Deputies: All other Councillors.

Secretariat: Acting Director Infrastructure Services or nominee.

Membership: 3 Councillors.

Quorum: 2 Councillors.

Purpose: The Committee is to undertake the task of overseeing the PRWMF construction project and to make recommendations to Council as per the following Roles and Responsibilities:

- Progress against the project timeline;
- Income / Expenditure, Actual versus Budget;
- Milestone reports to funding bodies;
- Any designs and reports regarding estimated cost, risk, and deliverables;
- Major variations (over \$150,000 in cost, or exceed total budget, or change in scope that affects functionality or purpose of the facility) for recommendation to Council;
- Performance requirements as required under funding agreements;
- Proposed variations to the terms of the funding agreements;
- Final documented designs before presentation to Council for endorsement; and
- Project progress reports and major variation requests during construction.

Meeting cycle: As required.

7. AGENDA ITEMS

7.1 PILBARA REGIONAL CLASS IV WASTE MANAGEMENT FACILITY, ONSLow – PROJECT PROGRESS REPORT, APRIL 2018

FILE REFERENCE:	WM07
AUTHOR'S NAME AND POSITION:	Kevin Hannagan Acting Director Infrastructure Services
AUTHORISING OFFICER AND POSITION:	Rob Paull Chief Executive Officer
NAME OF APPLICANT/RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	12 May 2018
DISCLOSURE OF FINANCIAL INTEREST:	The author and authorising officer have no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Not Applicable

Summary

This report provides an update on the progress of the Pilbara Regional Class IV Waste Management Facility (PRWMF) at Onslow as at April 2018. The report outlines the current works and details of each task including the outcomes of site investigations. The required future works are also detailed and the proposed timeframes for completion.

Background

Talis Consultants are required to provide the Shire with monthly progress reports. Attached is the April 2018 Progress Report.

ATTACHMENT 7.1

Comment

The project is generally tracking against the timelines set in the Gant Chart contained in the last page of the attached report.

Consultation

Consultation is currently underway with Approval Authorities and to date the Shire has been represented by the Shire President, Chief Executive Officer and Acting Director of Infrastructure.

Community consultation commenced in May 2018.

Statutory Environment

Local Government Act 1995 Part 5, Division 2

S5.8. *Establishment of committees*

A local government may establish committees of 3 or more persons to assist the council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.*

** Absolute majority required.*

Financial Implications

There are no financial implications in this matter.

Strategic Implications

Shire of Ashburton 10 Year Community Strategic Plan 2017-2027

Goal 4 – Quality Services and Infrastructure

Objective 1 – Quality Public Infrastructure

Risk Management

Adoption of this item has been evaluated against the Shire of Ashburton's Risk Management Framework. The perceived level of risk from the Risk Matrix is "Moderate (6)" considering the potential impacts to external contractual arrangements. As the Risk Acceptance is "Medium", the Director Infrastructure Services will monitor progress of this item.

Policy Implications

ELM10 Financial Sustainability Policy

ENG09 Asset Management Policy

Voting Requirement

Simple Majority Required

Officers Recommendation

That the Pilbara Regional Class IV Waste Management Facility Committee recommend to Council to note the April 2018 Project Progress Update for the Pilbara Regional Waste Management Facility project in Onslow.

**7.2 PILBARA REGIONAL CLASS IV WASTE MANAGEMENT FACILITY,
ONSLow – PROJECT PROGRESS REPORT, MAY 2018**

FILE REFERENCE:	WM07
AUTHOR'S NAME AND POSITION:	Kevin Hannagan Acting Director Infrastructure Services
AUTHORISING OFFICER AND POSITION:	Rob Paull Chief Executive Officer
NAME OF APPLICANT/RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	6 June 2018
DISCLOSURE OF FINANCIAL INTEREST:	The author and authorising officer have no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Not Applicable

Summary

This report provides an update on the progress of the Pilbara Regional Class IV Waste Management Facility (PRWMF) at Onslow as at 31 May 2018. The report outlines the current works and details of each task including the outcomes of site investigations. The required future works are also detailed and the proposed timeframes for completion.

Background

Talis Consultants are required to provide the Shire with monthly progress reports. Attached is the May 2018 Progress Report.

ATTACHMENT 7.2

Comment

The project is generally tracking against the timelines set in the Gant Chart contained in the last page of the attached report.

Consultation

Consultation is currently underway with Approval Authorities and to date the Shire has been represented by the Shire President, Chief Executive Officer and Acting Director of Infrastructure.

Community consultation commenced in May 2018.

Statutory Environment

Local Government Act 1995 Part 5, Division 2

S5.8. *Establishment of committees*

A local government may establish committees of 3 or more persons to assist the council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.*

** Absolute majority required.*

Financial Implications

There are no financial implications for this matter.

Strategic Implications

Shire of Ashburton 10 Year Community Strategic Plan 2017-2027

Goal 4 – Quality Services and Infrastructure

Objective 1 – Quality Public Infrastructure

Risk Management

Adoption of this item has been evaluated against the Shire of Ashburton's Risk Management Framework. The perceived level of risk from the Risk Matrix is "Moderate (6)" considering the potential impacts to external contractual arrangements. As the Risk Acceptance is "Medium", the Director Infrastructure Services will monitor progress of this item.

Policy Implications

ELM10 Financial Sustainability Policy

ENG09 Asset Management Policy

Voting Requirement

Simple Majority Required

Officers Recommendation

That the Pilbara Regional Class IV Waste Management Facility Committee recommend to Council to note the May 2018 Project Progress Update for the Pilbara Regional Waste Management Facility project in Onslow.

**7.3 PILBARA REGIONAL CLASS IV WASTE MANAGEMENT FACILITY,
ONSLow – WASTE TRANSFER STATION - ONSLOW**

FILE REFERENCE:	WM07
AUTHOR'S NAME AND POSITION:	Kevin Hannagan Acting Director Infrastructure Services
AUTHORISING OFFICER AND POSITION:	Rob Paull Chief Executive Officer
NAME OF APPLICANT/RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	1 June 2018
DISCLOSURE OF FINANCIAL INTEREST:	The author and authorising officer have no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Not Applicable

Summary

For the Committee to note the findings and recommendations of the future operation review of the Onslow Waste Transfer Station (WTS).

Background

As detailed in PRWMF Committee Report April 2018, the Shire engaged Talis to undertake detailed financial modelling to determine the financial implications of continuing to operate the existing Onslow WTS (Scenario 1) compared with developing a new WTS at the PRWMF Site (Scenario 2). The assessment also included the estimated community cost and a technical assessment of each scenario.

Financial Assessment Summary

The financial modelling included the following financial aspects for both scenarios over a 20-year period:

- Construction (capital costs);
- Operational costs; and
- Haulage costs.

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These costs are summarised in Table 1 below.

Table 1: Cost Comparison Summary for Scenario 1 and 2 - Total Costs up to 2039

Aspect	Scenario 1	Scenario 2
Capital Costs (2019)	-	\$2,454,405
Operational Costs (2020-2039)	\$6,222,528	\$5,243,856
Haulage Costs	\$589,841	\$330,311
TOTAL	\$6,812,370	\$8,028,572

The modelling indicated that continuing to operate the WTS (Scenario 1) would be 15% cheaper over 20 years at \$6.18 million compared with a new Community Drop Off at the PRWMF (Scenario 2) at \$8.03 million. This equates to a cost saving of \$2.42 million over 20 years.

Community Cost

A comparison of the cost of travelling to the WTS (Scenario 1) or the PRWMF Community Drop off (Scenario 2) was undertaken.

The Australian Taxation Office's 2016-17 mileage rate of \$0.66 per kilometre was adopted in order to quantify the community's additional travel costs and it was assumed, based on available data, that each household made three trips per year.

Table 2: Community Cost Summary

Scenario	Additional Travel Distance from Onslow town site (one way)	Additional Travel time (return from Onslow)	Increase in Cost per trip (2020)	Increase in Cost per household/year (2020)	Total Annual Increased Cost to Community (2020)	Total Increased Cost to Community (20 years)
1	0km	0 mins	\$0.00	\$0.00	\$0.00	\$0.00
2	30km	35 mins	\$33.62	\$100.86	\$89,534	\$2,722,347

When projecting these costs over 20 years, the total increased cost to the community equates to \$2.72 million.

Technical Assessment Summary

The technical implication of the two scenarios were also assessed including level of service to the local community, labour and plant resources, licencing requirements and potential risks. The key technical aspects considered are outlined below.

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Table 3: Technical Assessment Summary

Technical Aspect	Comment	Preferred Scenario
Level of Service	Retaining the existing WTS in close proximity to the town would continue to provide the community with a convenient drop off location.	Scenario 1
Littering and Illegal Dumping	Closure of the WTS would potentially increase the risks of littering and illegal dumping compared with Scenario 1 due to increased costs and time.	Scenario 1
New Facility Capital Cost Funding	Constructing a new community drop off at the PRWMF (Scenario 2) would require significant capital cost outlay. There are no additional capital costs anticipated if the WTS was retained.	Scenario 1
Labour and Plant requirements	Scenario 2 provides the Shire with greater opportunities to utilise its plant and resources due to the other activities anticipated on site at the PRWMF.	Scenario 2

Comment

From both a financial and technical perspective, Scenario 1, retaining the existing Waste Transfer Station was considered to be the preferred scenario. The following benefits of the Shire retaining the WTS once the PRWMF is operational include:

- Reduced costs to the Shire over 20 years under Scenario 1 compared with Scenario 2;
- No need to source additional funding for Community Drop Off capital works (\$2.45 million);
- The Shire would continue to provide the community with a convenient location to drop off waste, maintaining the current level of service; and
- No additional time and cost to the community for travelling to drop off their waste.

A full copy of the Talis WTS letter report is attached.

ATTACHMENT 7.3

Consultation

A briefing to the Onslow community was undertaken on 22 April 2018 where matters including the Pilbara Regional Class IV Waste Management Facility and retention of the Waste Transfer Station were discussed.

Statutory Environment

Local Government Act 1995 Part 5, Division 2

S5.8. Establishment of committees

A local government may establish committees of 3 or more persons to assist the council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.*

** Absolute majority required.*

Financial Implications

As per this report and attached.

Strategic Implications

Shire of Ashburton 10 Year Community Strategic Plan 2017-2027

Goal 4 – Quality Services and Infrastructure

Objective 1 – Quality Public Infrastructure

Risk Management

Adoption of this item has been evaluated against the Shire of Ashburton's Risk Management Framework. The perceived level of risk from the Risk Matrix is "Moderate (6)" considering the potential impacts to external contractual arrangements. As the Risk Acceptance is "Medium", the Director Infrastructure Services will monitor progress of this item.

Policy Implications

ELM10 Financial Sustainability Policy

ENG09 Asset Management Policy

Voting Requirement

Simple Majority Required

Officers Recommendation

That the Pilbara Regional Class IV Waste Management Facility Committee recommend to Council to:

1. Retain the existing Onslow Waste Transfer Station (WTS), once the PRWMF is operational, as a community drop off facility to continue to provide a convenient and cost-effective service to the community;
2. Assess the cost saving measures for the WTS including reduced hours and potential plant and labour sharing across other activities including the PRWMF; and
3. Request the Chief Executive officer to engage with local commercial waste generators and contractors as part of the Shire's PRWMF community consultation process to obtain views on the potential future service offerings at the WTS and PRWMF for commercial waste.

**7.4 PILBARA REGIONAL CLASS IV WASTE MANAGEMENT FACILITY,
ONSLow – LAND TENURE**

FILE REFERENCE:	WM07
AUTHOR'S NAME AND POSITION:	Kevin Hannagan Acting Director Infrastructure Services
AUTHORISING OFFICER AND POSITION:	Rob Paull Chief Executive Officer
NAME OF APPLICANT/RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	1 June 2018
DISCLOSURE OF FINANCIAL INTEREST:	The author and authorising officer have no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Not Applicable

Summary

This report provides an update on the progress on Council Resolution of 21 November 2017 – Request for Management Order, for the purpose of Waste Management, for the Pilbara Regional Waste Management Facility.

Background

At Council's November 2017 meeting Council Resolved to request from the Department of Planning Lands and Heritage (DPLH) for a Management Order, for the purpose of Waste Management, for the Pilbara Regional Waste Management Facility.

Comment

The Shire President and Officers have met with DPLH on several occasions to try and progress this matter. The main points of discussion have been in relation to Native Title and the Exploration Licence over the land.

The Shire has requested DPLH to consider compulsory acquisition of the land to resolve the issue of Native Title sooner, rather than later. Advice has now been received from DPLH advising that:

“Where the Shire's current and future plans for the land require that native title is extinguished, compulsory acquisition is required to be undertaken. Compulsory acquisition of native title rights and interests will be subject to the procedure and rights set out in Subdivisions P of the NTA. Mining rights and interests will also need to be taken to ensure that native title rights and interests are extinguished.”

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In relation to the Exploration Licence DPLH have advised:

“As discussed at our recent meeting with JTSI, the Department of Mines, Industry Regulation and Safety (DMIRS) has requested that the project area is relocated due to the presence of a sand dune identified as being of mining interest in relation to exploration license E08/2618. Officers of the Department, JTSI and DMIRS have since met to discuss the matter and as a result, the Department has provided DMIRS with updated details regarding the project area as well as the relevant NTA provisions and treatment of mining interests. It is anticipated that a response from DMIRS should be obtained soon.”

Furthermore, DPLH have advised that:

“It should be noted that as native title may exist in the land, compensation may be payable to native title parties for the impact to their rights and interests. On the 16 November 2017, the Shire confirmed in writing its agreement to indemnify the State and the Minister against any future claims for compensation arising from the creation of tenure for the Facility (copy enclosed). Once issues relating to mining interests have resolved and the matter may proceed, the Department intends to carry out the creation of tenure relying on this indemnity as confirmation that the Shire will be assume liability for any compensation arising from the creation of tenure for the Facility.

In order to progress the matter, the Department is organising for survey instructions to be issued to the Shire's nominated surveyor. This will allow for preparation of a graphic to support the creation of a reserve. In addition to this, the Department has sent an update regarding the change in project area to the Department of Biodiversity, Conservation and Attractions (DBCA) as the agency which currently manages the project area and surrounding land.”

The Shire will now await response from DMIRS regarding the Exploration Licence.

ATTACHMENT 7.4A
ATTACHMENT 7.4B

Consultation

Department of Jobs, Tourism, Science and Innovation
Department of Planning Lands and Heritage
Department of Mines, Industry Regulation and Safety
Department of Biodiversity, Conservation and Attractions

Statutory Environment

Local Government Act 1995 Part 5, Division 2

S5.8. Establishment of committees

A local government may establish committees of 3 or more persons to assist the council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.*

** Absolute majority required.*

Financial Implications

Unknown at this stage.

Strategic Implications

Shire of Ashburton 10 Year Community Strategic Plan 2017-2027

Goal 4 – Quality Services and Infrastructure

Objective 1 – Quality Public Infrastructure

Risk Management

Adoption of this item has been evaluated against the Shire of Ashburton's Risk Management Framework. The perceived level of risk from the Risk Matrix is "Moderate (6)" considering the potential impacts to external contractual arrangements. As the Risk Acceptance is "Medium", the Director Infrastructure Services will monitor progress of this item.

Policy Implications

ELM10 Financial Sustainability Policy

ENG09 Asset Management Policy

Voting Requirement

Simple Majority Required

Officers Recommendation

That the Pilbara Regional Class IV Waste Management Facility Committee recommend to Council to note the update from Department of Planning Lands and Heritage in relation to the Shire's request for a Management Order, for the purpose of Waste Management, for the PRWMF project in Onslow.

**7.5 PILBARA REGIONAL CLASS IV WASTE MANAGEMENT FACILITY,
ONSLow – PUBLIC WORKS EXEMPTION**

FILE REFERENCE:	WM07
AUTHOR'S NAME AND POSITION:	Kevin Hannagan Acting Director Infrastructure Services
AUTHORISING OFFICER AND POSITION:	Rob Paull Chief Executive Officer
NAME OF APPLICANT/RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	1 June 2018
DISCLOSURE OF FINANCIAL INTEREST:	The author and authorising officer have no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Not Applicable

Summary

Committee is requested to recommend to Council to accept the development of the Pilbara Regional Class IV Waste Management Facility (PRWMF) as public works under the *Public Works Act 1902* (PW Act) and therefore exempt from development approval.

Background

In regards to 'public work', section 6 of the *Planning and Development Act 2005* (PD Act) indicates:

6. *Public works, Act does not interfere with*
- (1) *Subject to section 5(2) and (3) and subsections (2) and (3) of this section, **nothing in this Act interferes with the right of the Crown, or the Governor, or the Government of the State, or a local government —***
 - (a) ***to undertake, construct or provide any public work; and***
 - (b) ***to take land for the purposes of that public work.***
 - (2) *Rights referred to in subsection (1) are to be **exercised having regard to***
 - (a) ***the purpose and intent of any planning scheme that has effect in the locality where, and at the time when, the right is exercised; and***

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- (b) *the orderly and proper planning, and the preservation of the amenity, of that locality at that time.*
- (3) *The responsible authority is to be consulted at the time when a proposal for any public work, or for the taking of land for a public work, is being formulated to ensure that the undertaking, construction, or provision of, or the taking of land for, the public work will comply with subsection (2).*

*emphasis above added by author

Section 4 of the PD Act defines 'public work' to include:

"any public work as defined in the Public Works Act 1902"

The definition of 'public work' in section 2 of the PW Act does not specifically refer to facilities for the management of waste however does relevantly include:

"(a) every work which the Crown, or the Governor, or the Government of Western Australia, or any Minister of the Crown, or any local authority is authorised to undertake under this or any other Act;"

Under section 50(1) of the *Waste Avoidance and Resource Recovery Act 2007 (WARR Act)* local governments are authorised to provide waste services in the following terms:

"(1) Subject to this Act and the EP Act, a local government may provide, or enter into a contract for the provision on its behalf, of waste services"

The term 'waste service' is defined in section 4 of the WARR Act in the following terms:

"waste service means —
(a) the collection, transport, storage, treatment, processing, sorting, recycling or disposal of waste; or
(b) the provision of receptacles for the temporary deposit of waste; or
(c) the provision and management of waste facilities, machinery for the disposal of waste and processes for dealing with waste;"

Comment

The PRWMF is a "waste service", which the Shire is authorised to undertake pursuant to section 50(1) of the WARR Act. It follows that the PRWMF would constitute a 'public work' defined in section 2 of the PW Act as it falls within paragraph (a) of the definition in that Act and therefore also within the definition of 'public work' in section 4 of the PD Act.

In principle what the discussion above means is that no development application is required for the PRWMP under the PD Act, however the use of the exemption is to be exercised having regard to the 'purpose and intent' of any planning scheme that has effect in the locality at that time. It is noted that in the past, the Shire when undertaking significant capital projects has used of the development assessment process especially where there has not been other statutory mechanisms to ensure public scrutiny.

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In respect to the PRWMF facility however it is recommended that the public works exemption be applied without a pursuing planning approval (from the Shire) given the project will be subject to significant scrutiny as part of the environmental approvals process.

As such, it is recommended that a 'section 6' report under the of the PD Act be prepared and presented to the Committee for 'noting' to show consistency with the purpose and intent of the Scheme, once all of the relevant State level environmental approvals have been issued for the development. The establishment of the PRWMF Committee of Council and the proposed public information program for the project is expected to provide a high level of transparency and opportunity for public comment.

Consultation

Director Development & Regulatory Services
Acting Director Infrastructure Services

Statutory Environment

As referred under 'Background' to this report.

Financial Implications

There are no known meaningful financial implications relative to this matter in excess of officer time and minor administrative costs.

Strategic Implications

Shire of Ashburton 10 Year Community Strategic Plan 2017-2027
Goal 4 – Quality Services and Infrastructure
Objective 1 – Quality Public Infrastructure

Risk Management

Adoption of this item has been evaluated against the Shire of Ashburton's Risk Management Framework. The perceived level of risk from the Risk Matrix is "Moderate (6)" considering the potential impacts to external contractual arrangements. As the Risk Acceptance is "Medium", the Director Infrastructure Services will monitor progress of this item.

Policy Implications

ELM10 Financial Sustainability Policy
ENG09 Asset Management Policy

Voting Requirement

Simple Majority Required

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Recommendation

That the Pilbara Regional Class IV Waste Management Facility Committee recommend to Council to:

1. Accept the development of the PRWMF as public works under the *Public Works Act 1902* and therefore exempt from development approval; and
2. Once all of the relevant State level environmental approvals have been issued for the development of the PRWMF, request the Chief Executive Officer to arrange for a 'section 6' report for 'noting' under the *Planning and Development Act 2005* to show consistency with the purpose and intent of the Scheme.

**7.6 PILBARA REGIONAL CLASS IV WASTE MANAGEMENT FACILITY,
ONSLow – COMMUNITY AND STAKEHOLDER ENGAGEMENT
STRATEGY**

FILE REFERENCE:	WM07
AUTHOR'S NAME AND POSITION:	Kevin Hannagan Acting Director Infrastructure Services
AUTHORISING OFFICER AND POSITION:	Rob Paull Chief Executive Officer
NAME OF APPLICANT/RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	6 June 2018
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Not Applicable

Summary

For the Committee to consider community consultation documents developed for the Pilbara Regional Class IV Waste Management Facility (PRWMF) and the proposed consultation methods.

Background

The Shire recognises the importance of undertaking community consultation throughout the development of the project to ensure any community concerns and feedback are considered and to ensure the PRWMF meets the needs of the Onslow community. Therefore, the Shire has engaged Talis to develop a number of documents to help facilitate this process.

Comment

The community consultation documents that are currently being developed include:

- Community and Stakeholder Engagement Strategy
- Frequently Asked Questions
- Advertising material - Poster

Community and Stakeholder Engagement Strategy

To align with the Shire's Council Policy ADM08: Community Engagement Policy, a Community and Stakeholder Engagement Strategy has been prepared to detail the proposed methods for engagement for both Stakeholders and the Community of Onslow. A range of engagements are provided and may be implemented as required, at each key stage of the project. A copy of the

draft strategy is attached for consideration. The final strategy will be issued following any feedback and comments from the Committee.

ATTACHMENT 7.6A

Frequently Asked Questions

Following the community consultation workshop undertaken in Onslow on the 21 May 2018, it has been suggested that a Frequently Asked Questions (FAQs) sheet be prepared to address the variety of comments raised by the community. The FAQs will be accessible on the Shire's website. A copy of the FAQs is attached to this report.

ATTACHMENT 7.6B

Advertising material – Poster

To assist in targeting members of the public that may not have access to information on the website, a poster has been created to be displayed in public access areas including the Shire's buildings. The poster provides a description of the project, why the facility is needed, where it will be located, what is a Class IV landfill, what environmental approvals are required and when the PRWMF will be constructed. A copy of the poster is attached to this report.

ATTACHMENT 7.6C

Consultation

Consultation is currently underway with Approval Authorities and to date the Shire has been represented by the Shire President, Chief Executive Officer and Acting Director of Infrastructure.

Community consultation commenced in May 2018.

Statutory Environment

Complies with all statutory requirements.

Financial Implications

There are no known meaningful financial implications relative to this matter in excess of officer time and budgeted consultancy costs.

Strategic Implications

Shire of Ashburton 10 Year Community Strategic Plan 2012-2022

Goal 4 – Quality Services and Infrastructure

Objective 1 – Quality Public Infrastructure

Risk Management

Adoption of this item has been evaluated against the Shire of Ashburton's Risk Management Framework. The perceived level of risk from the Risk Matrix is "Moderate (6)" considering the potential impacts to external contractual arrangements. As the Risk Acceptance is "Medium", the Director Infrastructure Services will monitor progress of this item.

Policy Implications

ADM08 - Community Engagement Policy

AGENDA - PILBARA REGIONAL WASTE MANAGEMENT FACILITY (PRWMF) COMMITTEE
19 JUNE 2018

Voting Requirement

Simple Majority Required

Officers Recommendation

That the Pilbara Regional Class IV Waste Management Facility Committee recommend to Council to:

1. Adopt the Community and Stakeholder Engagement Strategy as addressed in the report;
2. Accept the Frequently Asked Questions and publishes them on the Shire's website; and
3. Accept the community consultation poster and displays in strategic locations.

**7.7 PILBARA REGIONAL CLASS IV WASTE MANAGEMENT FACILITY,
ONSLow – REVIEW OF FINANCIAL MODEL**

FILE REFERENCE:	WM07
AUTHOR'S NAME AND POSITION:	Kevin Hannagan Acting Director Infrastructure Services
AUTHORISING OFFICER AND POSITION:	Rob Paull Chief Executive Officer
NAME OF APPLICANT/RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	6 June 2018
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Not Applicable

Summary

For the Committee to note the findings of the Review of the Financial Model in relation to the Pilbara Regional Class IV Waste Management Facility (PRWMF) at Onslow.

Background

As detailed in the report submitted to the PRWMF Committee in April, a full financial model was prepared in 2013 to evaluate the financial feasibility of the proposed PRWMF. This original modelling work determined the capital and operational costs required for the development of the PRWMF over a 20 year lifespan and calculated a cost per tonne gate fee. The model was re-evaluated in 2016 to include PRWMF design changes and the industry rates of the time. The 2016 figures were utilised to support the application with the Building Better Regions Fund (BBRF) for seed funding for the establishment of the PRWMF.

Talis was awarded the contract for Consultancy Services at the Ordinary Meeting of Council on 24 October 2017. At this time, detailed site investigations were commenced to collect both environmental and engineering data across the site. Due to the requirement to maintain a three metre separation distance from the groundwater, it was determined that the landfill facility should be moved against the ridge of the sand dune so that the relevant engineering and operational materials could be captured. This was a significant design alteration from the original concepts prepared prior to any site investigations.

As the project has advanced further, a variety of other design alterations have arisen. Those of note include:

AGENDA - PILBARA REGIONAL WASTE MANAGEMENT FACILITY (PRWMF) COMMITTEE
19 JUNE 2018

- 2 metre high levee bank with rock armoury surrounding the site;
- Increased and additional waste infrastructure based on the latest waste types and volumes;
- Sealing of the entire access road as opposed to the previous 100m fish tail design; and
- Turning pocket and passing lane on Onslow Road to MRWA standard; and
- Inclusion of additional plant.

A variety of these design changes have arisen from involvement of specialist subcontractors (such as the Hydrologist that undertook the flood modelling) as well as preliminary inputs arising from the consultation with the relevant approval authorities.

The Shire and Talis have recognised the project's financial model requires updating as the project progresses to accurately reflect the various design changes as well as the latest market rates. Talis has recently completed this based on the latest conceptual design including the additional infrastructure. The following provides a list of the estimated additional expenditure required to cover the key additional infrastructure identified at this stage:

- Onslow Road Widening and Passing Lane - \$900,000
- Sealing of Access Road - 560,000
- Additional Infrastructure and Plant - \$750,000
- Stormwater Levee - \$350,000

The costs estimates associated with the current design alterations is \$2.56M. However, it should be noted that Talis are awaiting input from a variety of the specialist subcontractors including a bushfire management plan and feral and pest management plan. Of particular note is the feral and pest management plan which has the potential to upgrade the fencing standard around the whole facility to minimise inputs on the flora and fauna values of the surrounding proposed conservation nature reserve. The final advice on this matter is still to be provided to Talis however the overall cost could be in the order to \$300,000.

Based on the above, it is recommended that the Shire consider increasing its Long Term Financial Plan estimate in the 2019/20 financial year by \$3,000,000 for the PRWMF to cover off on the estimated costs for the various design alterations for the facility. The financial model will continue to be reviewed as the project progresses further to ensure the latest and most accurate costings are determined for the project. Given the complexity of the project, its remote location and that this is the second Class IV facility to be established in the state of WA there is little precedent to gauge definitive likely construction costs.

This additional expenditure would increase the Shire's contribution to the facility from \$2.06M to potentially \$5.06M. It should be recognised that this financial contribution is significantly less than the Shire pursuing a stand alone Class II landfill in the order of \$6M to cater solely for the Onslow community and would not provide the potential economic development opportunities or cost sharing and revenue potential of the PRWMF.

Summary

It is recommended that the Shire consider increasing its' long term financial plan by \$3M in 2019/20 for the PRWMF to cover off on the estimated costs for the various design alterations for the facility. As the project advances, the financial model will continue to be reviewed to ensure the latest and most accurate costings are determined.

AGENDA - PILBARA REGIONAL WASTE MANAGEMENT FACILITY (PRWMF) COMMITTEE
19 JUNE 2018

Consultation

Consultation is currently underway with Approval Authorities and to date the Shire has been represented by the Shire President, Chief Executive Officer and Acting Director of Infrastructure.

Community consultation commenced in May 2018.

Statutory Environment

Complies with all statutory requirements.

Financial Implications

Increase the project estimate in the Long Term Financial Plan year 2019/20 by \$3 million.

Strategic Implications

Shire of Ashburton 10 Year Community Strategic Plan 2012-2022

Goal 4 – Quality Services and Infrastructure

Objective 1 – Quality Public Infrastructure

Risk Management

Adoption of this item has been evaluated against the Shire of Ashburton's Risk Management Framework. The perceived level of risk from the Risk Matrix is "Moderate (6)" considering the potential impacts to external contractual arrangements. As the Risk Acceptance is "Medium", the Director Infrastructure Services will monitor progress of this item.

Policy Implications

There are no policy implications for this matter.

Voting Requirement

Absolute Majority Required

Officers Recommendation

That the Pilbara Regional Class 1V Waste Management Facility Committee recommend to Council to increase the project estimate for the project in the Long Term Financial Plan year 2019/20 by \$3 million.

8. CONFIDENTIAL MATTERS

There are no confidential matters for this agenda.

9. NEXT MEETING

The next Pilbara Regional Waste Management Facility (PRWMF) Committee meeting will be held on _____, at the _____, commencing at _____.

10. CLOSURE OF MEETING

The Presiding Member closed the meeting at _____ am.



**SHIRE OF ASHBURTON
PILBARA REGIONAL WASTE
MANAGEMENT FACILITY (PRWMF)
COMMITTEE**

MINUTES

**Clem Thompson Sports Pavilion, Stadium
Road, Tom Price
23 April 2018**

MINUTES - PILBARA REGIONAL WASTE MANAGEMENT FACILITY (PRWMF) COMMITTEE
23 APRIL 2018

SHIRE OF ASHBURTON

PILBARA REGIONAL WASTE MANAGEMENT FACILITY (PRWMF) COMMITTEE MEETING

The Chief Executive Officer recommends the endorsement of these minutes at the next Pilbara Regional Waste Management Facility (PRWMF) Committee Meeting.

CEO: 

Date: 23/04/2018

These minutes were confirmed by the Committee as a true and correct record of proceedings of the Pilbara Regional Waste Management Facility (PRWMF) Committee Meeting held on 23 April 2018.

Presiding Member: _____

Date: 23/04/2018

DISCLAIMER

The recommendations contained in the Agenda are subject to confirmation by the Committee and/or endorsement by the Council. The Shire of Ashburton warns that anyone who has any application lodged with Council must obtain and should only rely on written confirmation of the outcomes of the application following the Council meeting, and any conditions attaching to the decision made by the Council in respect of the application. No responsibility whatsoever is implied or accepted by the Shire of Ashburton for any act, omission or statement or intimation occurring during a Council meeting.

MINUTES - PILBARA REGIONAL WASTE MANAGEMENT FACILITY (PRWMF) COMMITTEE
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MINUTES - PILBARA REGIONAL WASTE MANAGEMENT FACILITY (PRWMF) COMMITTEE
23 APRIL 2018

1. DECLARATION OF OPENING

The Chief Executive Officer declared the meeting open at 4.30 pm.

1.1 ACKNOWLEDGEMENT OF COUNTRY

As representatives of the Shire of Ashburton Council, we respectfully acknowledge the local Indigenous people, the traditional custodians of this land where we are meeting upon today and pay our respects to them and all their elders both past and present.

1.2 ELECTION OF CHAIRPERSON

The members of a committee are to elect a presiding member from amongst themselves in accordance with Schedule 2.3 of the Local Government Act 1995 (S5.12 Local Government Act 1995).

Cr Diver nominated Cr White to the position of presiding member. Cr White accepted the nomination.

There being no further nominations the Chief Executive Officer declared Cr White to be elected as the Presiding Member of the Pilbara Regional Waste Management Facility Committee for the ensuing two (2) years to October 2019.

Cr White assumed the chair as presiding member.

2. ATTENDANCE

2.1 PRESENT

Members:	Cr K White Cr M Lynch Cr D Diver	Onslow Ward (Presiding Member) Tom Price Ward Tom Price Ward
Staff:	Mr R Paull Mr K Hannagan Ms J Smith Mrs M Lewis	Chief Executive Officer Acting Director Infrastructure Executive Officer CEO & Councillor Support Officer
Guests:	Ronan Cullen	Talis Consultants
Members of Public:	There were no members of the public in attendance at the commencement of the meeting.	
Members of Media:	There were no members of the media in attendance at the commencement of the meeting.	

2.2 APOLOGIES

There were no apologies.

2.3 APPROVED LEAVE OF ABSENCE

There were no Councillors on approved leave of absence.

3. ANNOUNCEMENT OF VISITORS

There were no visitors in attendance.

MINUTES - PILBARA REGIONAL WASTE MANAGEMENT FACILITY (PRWMF) COMMITTEE
23 APRIL 2018

4. DECLARATION BY MEMBERS

4.1 DUE CONSIDERATION BY COUNCILLORS TO THE AGENDA

Councillors White, Lynch and Diver noted that they had given due consideration to all matters contained in the Agenda presently before the meeting.

4.2 DECLARATIONS OF INTEREST

Councillors to Note

A member who has an Impartiality, Proximity or Financial Interest in any matter to be discussed at a Council or Committee Meeting, that will be attended by the member, must disclose the nature of the interest:

- (a) In a written notice given to the Chief Executive Officer before the Meeting
or;
- (b) At the Meeting, immediately before the matter is discussed.

A member, who makes a disclosure in respect to an interest, must not:

- (a) Preside at the part of the Meeting, relating to the matter or;
- (b) Participate in, or be present during any discussion or decision-making procedure relative to the matter, unless to the extent that the disclosing member is allowed to do so under Section 5.68 or Section 5.69 of the Local Government Act 1995.

NOTES ON DECLARING INTERESTS (FOR YOUR GUIDANCE)

The following notes are a basic guide for Councillors when they are considering whether they have an interest in a matter.

These notes are included in each agenda for the time being so that Councillors may refresh their memory.

1. A Financial Interest requiring disclosure occurs when a Council decision might advantageously or detrimentally affect the Councillor or a person closely associated with the Councillor and is capable of being measure in money terms. There are exceptions in the Local Government Act 1995 but they should not be relied on without advice, unless the situation is very clear.
2. If a Councillor is a member of an Association (which is a Body Corporate) with not less than 10 members i.e. sporting, social, religious etc), and the Councillor is not a holder of office of profit or a guarantor, and has not leased land to or from the club, i.e., if the Councillor is an ordinary member of the Association, the Councillor has a common and not a financial interest in any matter to that Association.
3. If an interest is shared in common with a significant number of electors or ratepayers, then the obligation to disclose that interest does not arise. Each case needs to be considered.

MINUTES - PILBARA REGIONAL WASTE MANAGEMENT FACILITY (PRWMF) COMMITTEE
23 APRIL 2018

4. If in doubt declare.
5. As stated in (b) above, if written notice disclosing the interest has not been given to the Chief Executive Officer before the meeting, then it **MUST** be given when the matter arises in the Agenda, and immediately before the matter is discussed.
6. Ordinarily the disclosing Councillor must leave the meeting room before discussion commences. The **only** exceptions are:
 - 6.1 Where the Councillor discloses the **extent** of the interest, and Council carries a motion under s.5.68(1)(b)(ii) or the Local Government Act; or
 - 6.2 Where the Minister allows the Councillor to participate under s.5.69(3) of the Local Government Act, with or without conditions.

Declarations of Interest provided:

Item Number/ Name	Type of Interest	Nature/Extent of Interest
There were no declared interests.		

5. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

There are no minutes of a previous meeting as this is the inaugural meeting of the Committee.

6. TERMS OF REFERENCE

Members: Crs Diver, Lynch and White.

Deputies: All other Councillors.

Secretariat: Acting Director Infrastructure Services or nominee.

Membership: 3 Councillors.

Quorum: 2 Councillors.

Purpose: The Committee is to undertake the task of overseeing the PRWMF construction project and to make recommendations to Council as per the following Roles and Responsibilities:

- Progress against the project timeline;
- Income / Expenditure, Actual versus Budget;
- Milestone reports to funding bodies;
- Any designs and reports regarding estimated cost, risk, and deliverables;
- Major variations (over \$150,000 in cost, or exceed total budget, or change in scope that affects functionality or purpose of the facility) for recommendation to Council;
- Performance requirements as required under funding agreements;
- Proposed variations to the terms of the funding agreements;

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- Final documented designs before presentation to Council for endorsement; and
- Project progress reports and major variation requests during construction.

Meeting cycle: As required.

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23 APRIL 2018

7. AGENDA ITEMS

7.1 FUNDING AND GOVERNANCE ARRANGEMENTS FOR THE PILBARA REGIONAL CLASS IV WASTE MANAGEMENT FACILITY, ONSLOW

MINUTE: 331/2018

FILE REFERENCE:	WM07
AUTHOR'S NAME AND POSITION:	Kevin Hannagan Acting Director Infrastructure Services
AUTHORISING OFFICER AND POSITION:	Rob Paull Chief Executive Officer
NAME OF APPLICANT/RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	2 April 2018
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Not Applicable

Summary

This report outlines the funding and governance arrangements to support the development of a Pilbara Regional Class IV Waste Management Facility at Onslow.

Background

The former Onslow Landfill Facility was closed in April 2015 as it had reached capacity and was an impediment to the development of the nearby residential land subdivision and new Onslow Ring Road.

The Shire has constructed a Waste Transfer Station to store and transport waste generated in Onslow to Tom Price until a new facility is constructed.

Under the Wheatstone State Development Agreement (SDA), Chevron Australia Pty Ltd (Chevron) is required to make a capped contribution of \$2 million plus GST towards a new Waste Management Facility (WMF) built to Class IV specifications.

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The new Onslow WMF will service the town of Onslow, the Wheatstone Project and other waste generators in the Pilbara. The proposed WMF will have an operating life of 40-50 years and therefore requires adequate land and facilities to accommodate waste over that period.

Under Project Implementation Plan1 (PIP1), a site selection and feasibility study was undertaken to determine the preferred location for the new waste site, and assess the feasibility of a Class IV WMF.

The site selection study identified "Site 10" as the preferred site, located 35kms from the Onslow town site. The preferred site was determined as a suitable location for the development of a WMF due to a number of factors:

- Ability to comply with best practice siting and design standards;
- Considerable separation distances to sensitive receptors; and
- Provision of suitable area for current and future uses.

The preferred site is on land acquired by Department of Parks and Wildlife (DPaW) for inclusion within the Cane River Conservation Park. DPaW have provided in-principle support for the proposal on the basis that no significant impacts to flora, fauna or other values are realised through the proposal and the WMF is the only industrial facility to be placed at the site.

PIP2 was undertaken to allow the Shire to engage with waste generators and reaffirm the feasibility of the project.

PIP3 is to undertake all necessary works to develop the Onslow Waste Management Facility, including planning, site development and construction. Under the State Development Agreement (SDA), Chevron Australia Pty Ltd (Chevron) has committed \$2M plus GST for the development of a Class IV Waste Management Facility in Onslow. The funding Chevron agrees to provide for this PIP3 is the outstanding of this \$2M (i.e. \$1,831,581). The Shire is responsible for meeting any project costs in excess of the agreed funding amount.

CONFIDENTIAL ATTACHMENT 7.1A
CONFIDENTIAL ATTACHMENT 7.1B

The Shire has also secured a grant of up to \$9,082,620 from the Federal Governments' Building Better Regions Fund (BBRF) representing 70% of the budgeted project cost of \$12,975,171. The Shire is to contribute a minimum of \$2,060,970 in cash, plus in-kind support.

CONFIDENTIAL ATTACHMENT 7.1C

The Shire will have overall responsibility for delivery of this project. Other stakeholders include:

- The Department of Job Tourism and Innovation (DJTI);
- Chevron;
- Talis Consultants (engaged under RFQ 69/17 Provision of Waste Consultancy Services).

Governance:

1. Onslow, Critical Services Infrastructure Working Group (CSIWG)

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23 APRIL 2018

The CSIWG established under the SDA is one of the approval bodies for this project. The function of the CSIWG is to:

- Endorse the project implementation plans for the project to the Governance Body (also established under the SDA);
- Oversee the delivery of the project; and
- Have oversight on expenditure of funds and associated contracts.

The role of the Governance Body is to approve the Project Implementation Plan and funding contributions for each stage of the project.

2. Onslow, Waste Management Steering Committee

The CSIWG typically meets on a quarterly basis. A subset of the CSIWG called the Steering Committee has been established for more regular oversight of the project. The Steering Committee comprises representatives from the Shire of Ashburton (proponent), DSD and Chevron, and will include other stakeholders as required. The Steering Committee will represent the CSIWG's interest by obtaining more detailed project information and assisting the Shire of Ashburton project management team by providing timely advice and direction.

3. The Shire of Ashburton Project Team

The Shire is to manage all contracts required to deliver the project. The contracts are to be procured through the Shire of Ashburton and subject to its internal Procurement and Contracting policies. The Shire has now appointed a Committee of Council to form part of the project team.

Comment

As the proponent and future asset owner, the Shire will manage and maintain the facility once constructed.

Operational costs including maintenance and on-going capital requirements are outside the SDA funding allocation for the facility and will be the responsibility of the Shire.

The contract for Consultancy Services was awarded to Talis at the Ordinary Meeting of Council on 24 October 2017. Talis has commenced work on Waste Management, Project Management, Design and Construction Superintendence / Quality Assurance services.

Consultation

Consultation is currently underway with Approval Authorities and to date the Shire has been represented by the Shire President, Chief Executive Officer and Acting Director of Infrastructure.

Community consultation will be undertaken as part of the approvals process and an engagement strategy will be the subject of a future report to the Committee of Council.

MINUTES - PILBARA REGIONAL WASTE MANAGEMENT FACILITY (PRWMF) COMMITTEE
23 APRIL 2018

Statutory Environment

Local Government 1995 Part 5, Division 2 Council meetings, committees and their meetings and electors' meetings; Subdivision 2 – Committees and their meetings; Subdivision 3 – Matters affecting council and committee meetings.

Financial Implications

There are no financial implications for this matter.

Strategic Implications

Shire of Ashburton 10 Year Community Strategic Plan 2017-2027

Goal 4 – Quality Services and Infrastructure

Objective 1 – Quality Public Infrastructure

Risk Management

Adoption of this item has been evaluated against the Shire of Ashburton's Risk Management Framework. The perceived level of risk from the Risk Matrix is considered to be "Moderate (6)" in light of the potential impacts to external contractual arrangements. As the Risk Acceptance is considered to be "Medium", the Director Infrastructure Services will monitor progress of this item.

Policy Implications

ELM10 Financial Sustainability Policy

ENG09 Asset Management Policy

Voting Requirement

Simple Majority Required

Officers Recommendation and Committee Decision

MOVED: Cr M Lynch

SECONDED: Cr D Diver

That the Pilbara Regional Waste Management Facility Committee recommend to Council to note the funding and governance arrangements for the Pilbara Regional Class IV Waste Management Facility, Onslow as outlined in the Report.

CARRIED 3/0

Crs White, Lynch and Diver voted for the motion

MINUTES - PILBARA REGIONAL WASTE MANAGEMENT FACILITY (PRWMF) COMMITTEE
23 APRIL 2018

7.2 PROJECT PROGRESS REPORT FOR THE PILBARA REGIONAL CLASS IV WASTE MANAGEMENT FACILITY, ONSLOW

MINUTE: 332/2018

FILE REFERENCE:	WM07
AUTHOR'S NAME AND POSITION:	Kevin Hannagan Acting Director Infrastructure Services
AUTHORISING OFFICER AND POSITION:	Rob Paull Chief Executive Officer
NAME OF APPLICANT/RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	7 April 2018
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Not Applicable

Summary

This report provides an update on the progress of the Pilbara Regional Class IV Waste Management Facility (PRWMF) at Onslow. The report outlines the current works and details of each task including the outcomes of site investigations. The required future works are also detailed and the proposed timeframes for completion.

Background

Talis Consultants (Talis) is required to provide the Shire with regular progress reports. Attached is the March 2018 Progress Report.

ATTACHMENT 7.2

Comment

The project is generally tracking against the timelines set in the Gant Chart contained in the last page of the attached report.

Consultation

Consultation is currently underway with Approval Authorities and to date the Shire has been represented by the Shire President, Chief Executive Officer and Acting Director of Infrastructure.

MINUTES - PILBARA REGIONAL WASTE MANAGEMENT FACILITY (PRWMF) COMMITTEE
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Community consultation will be undertaken as part of the approvals process and an engagement strategy will be the subject of a future report to the Committee of Council.

Statutory Environment

Local Government 1995 Part 5, Division 2 Council meetings, committees and their meetings and electors' meetings; Subdivision 2 – Committees and their meetings; Subdivision 3 – Matters affecting council and committee meetings.

Financial Implications

There are no financial implications for this matter.

Strategic Implications

Shire of Ashburton 10 Year Community Strategic Plan 2017-2027

Goal 4 – Quality Services and Infrastructure

Objective 1 – Quality Public Infrastructure

Risk Management

Adoption of this item has been evaluated against the Shire of Ashburton's Risk Management Framework. The perceived level of risk from the Risk Matrix is considered to be "Moderate (6)" in light of the potential impacts to external contractual arrangements. As the Risk Acceptance is considered to be "Medium", the Director Infrastructure Services will monitor progress of this item.

Policy Implications

ELM10 Financial Sustainability Policy

ENG09 Asset Management Policy

Voting Requirement

Simple Majority Required

Officers Recommendation and Committee Decision

MOVED: Cr D Diver

SECONDED: Cr M Lynch

That the Pilbara Regional Class IV Waste Management Facility Committee recommend to Council to note the Project Progress Update for the Pilbara Regional Waste Management Facility project in Onslow (ATTACHMENT 7.2).

CARRIED 3/0

Crs White, Diver and Lynch voted for the motion

MINUTES - PILBARA REGIONAL WASTE MANAGEMENT FACILITY (PRWMF) COMMITTEE
23 APRIL 2018

**7.3 INCOME & EXPENDITURE REPORT FOR THE PILBARA REGIONAL
CLASS IV WASTE MANAGEMENT FACILITY, ONSLOW**

MINUTE: 333/2018

FILE REFERENCE:	WM07
AUTHOR'S NAME AND POSITION:	Kevin Hannagan Acting Director Infrastructure Services
AUTHORISING OFFICER AND POSITION:	Rob Paull Chief Executive Officer
NAME OF APPLICANT/RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	7 April 2018
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Not Applicable

Summary

This report provides an update on Income and Expenditure against Budget for the Pilbara Regional Class IV Waste Management Facility (PRWMF) at Onslow. The report also lists all payments made for the 2017/18 Financial Year to March 2018.

Background

The Shire of Ashburton is required to provide the 'up-front' matching funding to undertake all 'pre-construction' costs. Funding under PIP3 (Chevron State Agreement) or BBRF (Federal Government Aus. Industry) cannot be accessed until construction contracts are entered into, early 2019. Additionally, the Shire is to provide \$80,000 p.a. in-kind support, this includes officer time, travel costs etc.

Comment

The Budget and Actual results as at month ended March 2018 are as follows:

Job	Budget \$	Actual \$	Variance \$ (- = under budget)
18058 – Waste Supply Agreements	75,000	9,017	-65,983

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18059 – Site Investigations	495,000	310,783	-184,217
18060 – Project Management (SoA in-kind)	170,000	75,962	-94,038
18061 – Detail Design	175,000	0	-175,000
18062 – Approvals	290,000	0	-290,000
18063 – Project Management (Talis)	100,000	45,066	-54,934
18063 - Unallocated	80,000	0	-80,000
Totals	1,385,000	440,828	-944,172

Attached is a copy of the BBRF Progress Report - Assessment & Review of Expenditure and Payments to end of March 2018. This is to be provided to BBRF with each Milestone Report.

ATTACHMENT 7.3

Consultation

Consultation is currently underway with Approval Authorities and to date the Shire has been represented by the Shire President, Chief Executive Officer and Acting Director of Infrastructure.

Community consultation will be undertaken as part of the approvals process and an engagement strategy will be the subject of a future report to the Committee of Council.

Statutory Environment

Local Government 1995

*Part 5, Division 2 Council meetings, committees and their meetings and electors' meetings;
Subdivision 2 – Committees and their meetings;
Subdivision 3 – Matters affecting council and committee meetings.*

Financial Implications

As per Shire of Ashburton approved budget.

Strategic Implications

Shire of Ashburton 10 Year Community Strategic Plan 2017-2027
Goal 4 – Quality Services and Infrastructure
Objective 1 – Quality Public Infrastructure

Risk Management

Adoption of this item has been evaluated against the Shire of Ashburton's Risk Management Framework. The perceived level of risk from the Risk Matrix is considered to be "Moderate (6)" in light of the potential impacts to external contractual arrangements. As the Risk Acceptance is considered to be "Medium", the Director Infrastructure Services will monitor progress of this item.

Policy Implications

ELM10 Financial Sustainability Policy
ENG09 Asset Management Policy

Voting Requirement

Simple Majority Required

MINUTES - PILBARA REGIONAL WASTE MANAGEMENT FACILITY (PRWMF) COMMITTEE
23 APRIL 2018

Officers Recommendation and Committee Decision

MOVED: Cr M Lynch

SECONDED: Cr D Diver

That the Pilbara Regional Class IV Waste Management Committee recommend to note the Income and Expenditure Report for the Pilbara Regional Waste Management Facility project in Onslow (ATTACHMENT 7.3).

CARRIED 3/0

Crs White, Diver and Lynch voted for the motion

MINUTES - PILBARA REGIONAL WASTE MANAGEMENT FACILITY (PRWMF) COMMITTEE
23 APRIL 2018

**7.4 BUILDING BETTER REGIONS FUND MILESTONE 2 REPORT FOR THE
PILBARA REGIONAL CLASS IV WASTE MANAGEMENT FACILITY,
ONSLow**

MINUTE: 334/2018

FILE REFERENCE:	WM07
AUTHOR'S NAME AND POSITION:	Kevin Hannagan Acting Director Infrastructure Services
AUTHORISING OFFICER AND POSITION:	Rob Paull Chief Executive Officer
NAME OF APPLICANT/RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	8 April 2018
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Not Applicable

Summary

As part of the Building Better Regions Fund (BBRF) funding conditions, the Shire is to provide Milestone Reports for the Pilbara Regional Class IV Waste Management Facility (PRWMF) project at Onslow. This report provides information on compliance with that condition.

Background

As part of the Building Better Regions Fund (BBRF) funding conditions, the Shire is to provide Milestone Reports for the Pilbara Regional Class IV Waste Management Facility (PRWMF) project at Onslow.

Comment

Milestone Report 1

The Shire was not required to provide a Milestone 1 Report as this milestone was the start of the project date of 27 September 2017.

Milestone Report 2

This report was to cover the period from 27 September 2017 to 31 January 2018 and was due on 1 March 2018. The report was submitted by the due date and attached is a copy for information.

MINUTES - PILBARA REGIONAL WASTE MANAGEMENT FACILITY (PRWMF) COMMITTEE
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The project is generally on-track and AusIndustry – Business Services, has advised by email:

“This is just a quick email to let you know that we have assessed and approved the progress report provided by you for Milestone 2”.

(Please note that the attachments to Milestone 2 report contained large specialist consultancy reports and due to their size have not been attached to this Committee report. Should any Councillor wish to view a copy of any of these reports the author of this report can provide them under separate cover,)

ATTACHMENT 7.4

Consultation

Consultation is currently underway with Approval Authorities and to date the Shire has been represented by the Shire President, Chief Executive Officer and Acting Director of Infrastructure.

Community consultation will be undertaken as part of the approvals process and an engagement strategy will be the subject of a future report to the Committee of Council.

Statutory Environment

Local Government 1995

Part 5, Division 2 Council meetings, committees and their meetings and electors’ meetings;

Subdivision 2 – Committees and their meetings;

Subdivision 3 – Matters affecting council and committee meetings.

Financial Implications

As per Shire of Ashburton approved budget.

Strategic Implications

Shire of Ashburton 10 Year Community Strategic Plan 2017-2027

Goal 4 – Quality Services and Infrastructure

Objective 1 – Quality Public Infrastructure

Risk Management

Adoption of this item has been evaluated against the Shire of Ashburton’s Risk Management Framework. The perceived level of risk from the Risk Matrix is considered to be “Moderate (6)” in light of the potential impacts to external contractual arrangements. As the Risk Acceptance is considered to be “Medium”, the Director Infrastructure Services will monitor progress of this item.

Policy Implications

ELM10 Financial Sustainability Policy

ENG09 Asset Management Policy

Voting Requirement

Simple Majority Required

MINUTES - PILBARA REGIONAL WASTE MANAGEMENT FACILITY (PRWMF) COMMITTEE
23 APRIL 2018

Officers Recommendation and Committee Decision

MOVED: Cr D Diver

SECONDED: Cr M Lynch

That the Pilbara Regional Class IV Waste Management Facility Committee recommend to Council to note the Building Better Regions Fund Milestone 2 Report for the Pilbara Regional Waste Management Facility project in Onslow (ATTACHMENT 7.4).

CARRIED 3/0

Crs White, Diver and Lynch voted for the motion

MINUTES - PILBARA REGIONAL WASTE MANAGEMENT FACILITY (PRWMF) COMMITTEE
23 APRIL 2018

**7.5 WEBSITE DEVELOPMENT AND COMMUNITY / STAKEHOLDER
ENGAGEMENT FOR THE PILBARA REGIONAL CLASS IV WASTE
MANAGEMENT FACILITY, ONSLOW**

MINUTE: 335/2018

FILE REFERENCE:	WM07
AUTHOR'S NAME AND POSITION:	Kevin Hannagan Acting Director Infrastructure Services
AUTHORISING OFFICER AND POSITION:	Rob Paull Chief Executive Officer
NAME OF APPLICANT/ RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	8 April 2018
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Not Applicable

Summary

As part of the Building Better Regions Fund (BBRF) funding conditions, the Shire is to provide *'documentation associated with Community Consultation Workshops'* associated with the statutory approvals process for the Pilbara Regional Class IV Waste Management Facility (PRWMF) project at Onslow. This report provides information on compliance with that condition.

Background

In the early stages of the project the Shire developed a 'project brochure' to provide general information to the public and potential stakeholders.

Comment

The Building Better Regions Fund (BBRF) funding conditions require the Shire to provide *'documentation associated with Community Consultation Workshops'* associated with the statutory approvals process for the Pilbara Regional Class IV Waste Management Facility (PRWMF) project at Onslow.

As the project has now entered the 'statutory approvals' stage it is proposed to undertake community consultation in Onslow in May 2018 as part of a community meeting being arranged

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23 APRIL 2018

to update the community of a number of other projects being undertaken around Onslow. The Shire President has been part of discussions with Talis Consultants (Talis) on the best way to provide such information to engage with the local community.

As a 'pre-cursor' to the community workshop it is proposed to develop a webpage on the Shire website with information on the project. The information contained on the webpage can also be updated by Shire staff to include a 'Frequently asked Questions' component and any other information deemed necessary to enable the community to have an understanding of the project and enable them to provide feedback to the Shire.

Initial work on progressing the website has been the development of a new link on the Shire's website to enable an updated 'project brochure' to be posted on that site. The site will also have functionality to add the FAQs section and enable feedback to be sent to the Shire. The content information for the 'project brochure' information is currently being updated by Talis.

The BBRF agreement also advises that:

"You must include the Commonwealth logo in all signage, publications and promotional activities related to the Activity.

You must not use the Commonwealth logo without the Commonwealth's approval and in accordance with the Commonwealth's print and signage guidelines.

You must provide drafts of all publicity, announcements and media releases relating to the Activity to the Commonwealth for approval with at least 10 business days' notice prior to release."

The draft website content information will be circulated to AusIndustry and PRWMF Committee members for comment before uploading to the website.

Consultation

Consultation is currently underway with Approval Authorities and to date the Shire has been represented by the Shire President, Chief Executive Officer and Acting Director of Infrastructure.

Community consultation will be undertaken as part of the approvals process and an engagement strategy (in accordance with ADM08 Community Engagement Policy) will be the subject of a future report to the Committee of Council.

Statutory Environment

Local Government 1995 Part 5, Division 2 Council meetings, committees and their meetings and electors' meetings; Subdivision 2 – Committees and their meetings; Subdivision 3 – Matters affecting council and committee meetings.

Financial Implications

As per Shire of Ashburton approved budget.

Strategic Implications

Shire of Ashburton 10 Year Community Strategic Plan 2017-2027

Goal 4 – Quality Services and Infrastructure

Objective 1 – Quality Public Infrastructure

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Risk Management

Adoption of this item has been evaluated against the Shire of Ashburton's Risk Management Framework. The perceived level of risk from the Risk Matrix is considered to be "Low (3)" in light of the need to engage effectively with the community and stakeholders. As the Risk Acceptance is considered to be "Low", the Director Infrastructure Services will monitor progress of this item.

Policy Implications

ADM08 Community Engagement Policy

Voting Requirement

Simple Majority Required

Officers Recommendation and Committee Decision

MOVED: Cr M Lynch

SECONDED: Cr D Diver

That the Pilbara Regional Class IV Waste Management Facility Committee recommend to Council to note the website development and future community/stakeholder engagement for the Pilbara Regional Waste Management Facility project in Onslow as outlined in the Report.

CARRIED 3/0

Crs White, Diver and Lynch voted for the motion

MINUTES - PILBARA REGIONAL WASTE MANAGEMENT FACILITY (PRWMF) COMMITTEE
23 APRIL 2018

7.6 REVIEW OF FINANCIAL MODEL FOR THE PILBARA REGIONAL CLASS IV WASTE MANAGEMENT FACILITY, ONSLOW

MINUTE: 336/2018

FILE REFERENCE:	WM07
AUTHOR'S NAME AND POSITION:	Kevin Hannagan Acting Director Infrastructure Services
AUTHORISING OFFICER AND POSITION:	Rob Paull Chief Executive Officer
NAME OF APPLICANT/RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	8 April 2018
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Not Applicable

Summary

For Committee and Council to note that there is to be a Review of Financial Model in relation to the Pilbara Regional Class IV Waste Management Facility at Onslow.

Background

In 2013 a full financial model was prepared to evaluate the financial feasibility of the proposed Pilbara Regional Class IV Waste Management Facility (PRWMF). This assessment established the capital and operational costs involved in the development of the PRWMF over a 20-year lifespan and calculated a cost per tonne gate fee.

The model was re-evaluated in 2016 to accommodate design changes to the PRWMF and changes in market rates, before being utilised to support the Building Better Regions Fund (BBRF) application to seek seed funding for the establishment the PRWMF. In mid-2017 the Shire received notice that it was successful in its funding application.

The contract for Consultancy Services was awarded to Talis Consultants (Talis) at the Ordinary Meeting of Council on 24 October 2017. Talis has commenced work on Waste Management, Project Management, Design and Construction Superintendence / Quality Assurance services.

Comment

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The Shire and Talis have recognised the project's financial model requires updating to accurately reflect costs of the project in the present climate. The key updates include:

- Design changes arising from further detailed site investigations;
- Extension to the site boundary;
- Addition of new plant;
- The latest market rates.

In addition, the Financial Model will include analysis of a variety of Options including:

- The possible development of a new Waste Transfer Station (WTS) at the facility (depending on the outcome of the existing WTS Viability Assessment);
- Sealing of the entire access road as opposed to the 100m fish tail design; and
- Turning pocket and passing lane on Onslow Road.

Talis will also model the implications of the Shire's \$2M cash contribution to the project and how this may be returned to the Shire. It is intended that Talis will release a draft version of the financial model with a Report summarising the key findings and outcomes. As the project progresses, the financial model can be revised in the future.

Consultation

Not Applicable

Statutory Environment

Waste Avoidance and Resource Recovery Act 2007:

Section 66, Local government may impose waste collection rate;

Section 67, Local government may impose receptacle charge; and

Section 68, Fees and charges fixed by local government.

Financial Implications

At his time there are no known financial implications for this matter.

Strategic Implications

Shire of Ashburton 10 Year Community Strategic Plan 2017-2027

Goal 4 – Quality Services and Infrastructure

Objective 1 – Quality Public Infrastructure

Risk Management

Adoption of this item has been evaluated against the Shire of Ashburton's Risk Management Framework. The perceived level of risk from the Risk Matrix is considered to be "Low (3)" as this is a normal administrative action. As the Risk Acceptance is considered to be "Low", the Director Infrastructure Services will monitor progress of this item.

Policy Implications

There are no policy implications for this matter.

Voting Requirement

Simple Majority Required

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23 APRIL 2018

Officers Recommendation and Committee Decision

MOVED: Cr D Diver

SECONDED: Cr M Lynch

That the Pilbara Regional Class IV Waste Management Facility Committee recommend to Council to note that a review of the Financial Model is to be undertaken for the Pilbara Regional Waste Management Facility project at Onslow as outlined in the Report.

CARRIED 3/0

Cr White, Diver and Lynch voted for the motion

MINUTES - PILBARA REGIONAL WASTE MANAGEMENT FACILITY (PRWMF) COMMITTEE
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7.7 REVIEW OF WASTE TRANSFER STATION MODELS FOR THE PILBARA REGIONAL CLASS IV WASTE MANAGEMENT FACILITY, ONSLOW

MINUTE: 337/2018

FILE REFERENCE:	WM07
AUTHOR'S NAME AND POSITION:	Kevin Hannagan Acting Director Infrastructure Services
AUTHORISING OFFICER AND POSITION:	Rob Paull Chief Executive Officer
NAME OF APPLICANT/RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	8 April 2018
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Not Applicable

Summary

For Committee and Council to note that a Viability Study is being undertaken on retaining the Onslow Waste Transfer Station once the new Pilbara Regional Waste Management Facility becomes operational. The viability study covers financial modelling as well as a technical assessment of community services.

Background

A new Waste Transfer Station (WTS) was constructed in 2015 approximately 6km from Onslow town as a replacement service for the Onslow Landfill, which closed in the same year. Waste accepted at the WTS is consolidated on site before being hauled to Tom Price landfill for disposal. The original design of the Onslow WTS was for the acceptance of all waste generated within Onslow as a short-term arrangement until the new landfill site was developed. Depending on the distance of the new landfill facility from the Onslow Townsite, the WTS may cease to operate or solely operate as a community Drop Off Facility.

During this time, the Shire was progressing a Landfill Site Selection Study which determined Site 10 as the preferred location of a landfill which is 36 kms from Onslow Townsite

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23 APRIL 2018

In 2016, Talis Consultants (Talis) undertook a study for the Shire in relation to the Onslow Waste Disposal Strategy. The study looked at a variety of waste disposal options and found that the preferred long term waste disposal option was a Class IV Landfill at Site 10 (now referred to as the proposed Pilbara Regional Class IV Waste Management Facility (PRWMF)). A further recommendation from the study was for the Shire to assess the long-term viability of continuing to operate the Onslow WTS as a 'Community Drop Off Facility', once the PRWMF is operational.

Comment

The Shire recently engaged Talis to undertake detailed financial modelling to determine the financial implications of continuing to operate the existing Onslow WTS (Scenario 1) compared with developing a new WTS at the PRWMF Site (Scenario 2). The modelling will include construction and operational costs for both scenarios over a 20-year period.

The technical implication of the two scenarios will also be assessed including level of service to the local community, labour and plant resources, licencing requirements and potential risks. A further report will be submitted to the Shire upon completion of the assessment with recommendations for moving forward.

This Study is considered to be a critical task in relation to the development of the PRWMF, as if it is determined that the existing WTS should be closed, a new facility would need to be incorporated into the design as part of the PRWMF. This will also impact capital requirements (funded by SoA) for the PRWMF and future operating costs. The site for the existing WTS would also need to be closed and rehabilitated. Community consultation on this matter will be critical at this stage as the round trip distance to the facility is approximately 70kms.

Consultation

Not Applicable at this time.

Statutory Environment

Waste Avoidance and Resource Recovery Act 2007:

Section 66, Local government may impose waste collection rate;

Section 67, Local government may impose receptacle charge; and

Section 68, Fees and charges fixed by local government.

Financial Implications

At his time the financial implications for this matter are not known.

Strategic Implications

Shire of Ashburton 10 Year Community Strategic Plan 2017-2027

Goal 4 – Quality Services and Infrastructure

Objective 1 – Quality Public Infrastructure

Risk Management

Adoption of this item has been evaluated against the Shire of Ashburton's Risk Management Framework. The perceived level of risk from the Risk Matrix is considered to be "Low (3)" as this is a normal administrative action. As the Risk Acceptance is considered to be "Low", the Director Infrastructure Services will monitor progress of this item.

Policy Implications

There are no policy implications for this matter.

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Voting Requirement

Simple Majority Required

Officers Recommendation and Committee Decision

MOVED: Cr M Lynch

SECONDED: Cr D Diver

That the Pilbara Regional Class IV Waste Management Facility Committee recommend to Council to note that a review of Waste Transfer Station Models is to be undertaken for the Pilbara Regional Waste Management Facility project at Onslow as outlined in the Report.

CARRIED 3/0

Crs White, Diver and Lynch voted for the motion

8. CONFIDENTIAL MATTERS

There were no confidential matters for this agenda.

9. NEXT MEETING

The next Pilbara Regional Waste Management Facility (PRWMF) Committee meeting will be held on Tuesday 22 May 2018 at Council Chambers, Onslow Shire Complex, Second Avenue, Onslow commencing at a time to be determined.

10. CLOSURE OF MEETING

The Presiding Member closed the meeting at 4.39 pm.

Pilbara Regional Waste Management Facility

Monthly Project Progress Report

To: Shire of Ashburton
From: Talis Consultants
Date: 30 April 2018

This document has been developed to provide the Shire of Ashburton (the Shire) with a monthly update on the progress of the Pilbara Regional Waste Management Facility (PWMF). The report outlines the current works and details of each task including the outcomes of site investigations. The required future works are also detailed within this report and the proposed timeframes for completion.

1 Current Works

A summary of the status and details of the works currently being undertaken or recently completed are provided in the table below. The current works are those listed in the project timeline for each key stage.

Table 1-1: Current works

Tasks	Status	Details
Stage 2		
Desktop Assessment	In progress	Final report to be issued early May
Stage 7		
Detailed Flora Survey	Complete	Final report issued 24 April
Hydrogeological Investigation	In progress	To be issued end of May
Geotechnical Investigation	In progress	To be issued end of May
Groundwater monitoring	In progress	Ongoing monitoring works
Stage 9		
Website content	In progress	Awaiting feedback from the Shire on the draft content
Community Engagement Strategy	In progress	Draft strategy pending internal review
Stage 10		
Financial review and WTS assessment	In progress	To be issued in early May
Traffic Impact Assessment	In progress	To be issued in early May
Bushfire Management Plan	In progress	Consultant to undertake site visit on Thursday 3 May
Approval documentation	In progress	To be submitted mid June 2018

Further details on each task are outlined in the subsections below.

1.1 Desktop Assessment

The Desktop Assessment originally included the conceptual designs for the PRWMF, however as these have since been amended, the report will be updated to incorporate the latest designs. The final draft will be issued in early May 2018.

1.2 Detailed Flora and Vegetation Survey

Phoenix Environmental Services completed the detailed flora survey field works between 27 February and 2 March. The consultants reported extremely dry conditions at the site due to less than average rainfall in the last twelve months. The outcomes the survey determined that the vegetation within the site is well represented throughout the region and therefore is not of conservational significance. No Threatened Ecological Communities or Priority Ecological Communities were recorded during the survey. The priority species recorded in the previous survey were located but found to have perished most likely due to insufficient rainfall. The site was assessed against the ten clearing principles which were all deemed as 'unlikely' to trigger any of the principles.

1.3 Geotechnical and Hydrogeological Investigation

Both the Geotechnical and Hydrogeological Investigation reports are currently being drafted and will be finalised following receipt of all outstanding laboratory test results. It is anticipated that these reports will be finalised at the end of May.

1.4 Groundwater Monitoring

Groundwater monitoring data is necessary to provide a thorough understanding of the baseline chemical composition of the groundwater beneath the site. Groundwater monitoring was undertaken at the site between the 18-19 April 2018. Two weeks of data was downloaded from the transducers which were installed on the 26-27 March 2018. The loggers will continue to record data on a daily basis including temperature, depth and barometric pressure. It is suggested that the data is downloaded on a quarterly basis.

1.5 Website content

As part of the methodology for engaging the community of Onslow, the Shire wishes to provide information on its website regarding the project, upcoming meetings and information sheets. Prior to the release of the website content, the BBRF must be notified and a copy sent for approval. The Shire must also develop the documents in accordance with the BBRF Building our Future Print Guidelines and include the BBRF Building our Future Logos. The project information page will be updated as new developments or findings arise. The draft website content was issued to the Shire for review and comment on the 19 April 2018.

1.6 Community Engagement Strategy

To align with the Shire's Community Engagement Policy, a Community Engagement Strategy was required to be developed to outline the proposed methodology to ensure the people of Onslow are kept updated on the project as it develops. The strategy has been drafted and is currently pending internal review. It is anticipated that the draft strategy will be issued in May 2018.

1.7 Financial Model Review and WTS Financial Assessment

It was recognised that the project financial model required updating to include the key changes made to the design of the PRWMF and to incorporate the current rates in order to accurately reflect costs of the project in the present climate. The Shire requested the assessment of the cost of sealing the entire access road into the site as opposed to the current proposed 100m at the Onslow road intersection was also included. The model was also updated to include the costs of establishing turning pockets or passing lanes along Onslow road to ensure the safety of vehicles entering and exiting the facility. Infrastructure such as the equipment shed, fire tank and gas flare will be included in the total construction costs.

As part of these works, as recommended in the Waste Disposal Strategy (2016), an assessment of the long term viability of operating the Onslow WTS as a Community Drop Centre (CDC) to service the Onslow town site was also required. This is a critical task in relation to the PRWMF as if it is determined that the existing WTS was to close, a new facility needs to be developed as part of the PRWMF.

The assessment included capital and operational costs for both scenarios over a 20 year life span. The technical implication of the two scenarios including level of service to the local community, labour and plant resources, licencing requirements and potential risks was also undertaken.

The two scenarios modelled were:

1. Scenario one: Retaining the Onslow Waste Transfer Station as a Community Drop off Facility
2. Scenario two: Constructing a new Community Drop off Facility at the PRWMF

The outcomes of the review and assessment thus far have indicated that scenario one presents the most cost effective option of the Shire in the long term as well as the strongest from a technical perspective. The findings of the assessment will be presented to the Shire in early May 2018.

1.8 Traffic Impact Assessment

The draft report is currently being finalised and will be issued in early May. Based on the modelling, available information and the assumptions made, it is determined that the PRWMF will have limited impact on the surrounding area and should not create a significant disturbance to other road users in the area.

1.9 Bushfire Management Plan

Bushfire Prone have been engaged to undertake an assessment of the site and to develop a bushfire management plan for the PRWMF. A qualified consultant will be undertaking the site visit on Thursday 3 May. It is anticipated that the report will be completed by the end of May 2018.

1.10 Land and Environmental Approvals

1.10.1 Land Tenure

The Shire and Talis met with the Department of Planning, Lands and Heritage (DPLH) on the 3 April 2018 to discuss the project, timeframe and the status of the land tenure application. The DPLH stated that they will advertise the land tenure application for a period of 60 days by which if no Native Title claim is received, then the DPLH can proceed with the process to grant tenure. If a claim is lodged during this period, the process may take 6 -12 months. There are no heritage sites located within the site and there are no native title determinations, therefore it is anticipated that this will not present an issue for obtaining land tenure.

1.10.2 EPA Referral and Works Approval

The Shire and Talis met with JTSI, Department of Water and Environmental Regulation (DWER) and the Environmental Protection Authority (EPA) on the 3 April 2018 to provide an update on the project and discuss the approval process and timeframe. It was determined due to the location of the site and lack of sensitive receptors, that a noise impact assessment and odour impact assessment are not necessary. The management measures for these factors will be addressed appropriately in the approval documentation. The approval documents have been drafted and are pending finalisation following the outcomes of the site investigations and specialist studies. It anticipated that the approval documentation will be submitted to the relevant government agencies in mid June 2018.

The Shire, JTSI and Talis also met with the DBCA on the 20 April to outline the project and the findings of the investigations to date. The focus of the meeting was to deliver the environmental aspects of the site and the proposed project design. The DBCA did not raise any issues of concern regarding the project or cell design and incorporation into the sand ridge. It was mentioned however, that management measures for vermin and weeds will be required given its location within the proposed Cane River Conservation Park expansion area.

2 Future Works

The future tasks and the proposed start and completion dates are outlined in the following table.

Table 2-1: Future works proposed timeline

Task	Start Date	Completion Date
Stage 5		
Waste Supply Agreements	TBA	TBA
Stage 9		
Information sheets	TBA	TBA
Community Consultation workshop	21 April	21 April
Stage 10		
Stability Assessment	2 May	25 May
Hydrogeological Risk Assessment	TBA	25 May
Water balance	TBA	25 May

A current timeline showing all project stages and tasks is provided in the Gantt chart attached.

Version	Description	Date	Author	Reviewer
1a	Monthly Progress Report 1	30/3/2018	EP +TA	LM
1a	Monthly Progress Report 2	30/4/2018	EP	RC



Assets | Engineering | Environment | Noise | Spatial | Waste

Progress Report 3

Pilbara Regional Waste Management Facility



Prepared for Shire of Ashburton

May 2018

Project Number: TW17053

DOCUMENT CONTROL

Version	Description	Date	Author	Reviewer
1a	Monthly Progress Report 1	30/3/18	EP + TA	LM
1a	Monthly Progress Report 2	30/4/18	EP	RC
1a	Monthly Progress Report 3	30/5/18	EP	RC

Approval for Release

Name	Position	File Reference
Ronan Cullen	Waste Management Section Leader	TW17053 -Monthly Progress Report 3.1a

Signature


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1 Project Progress

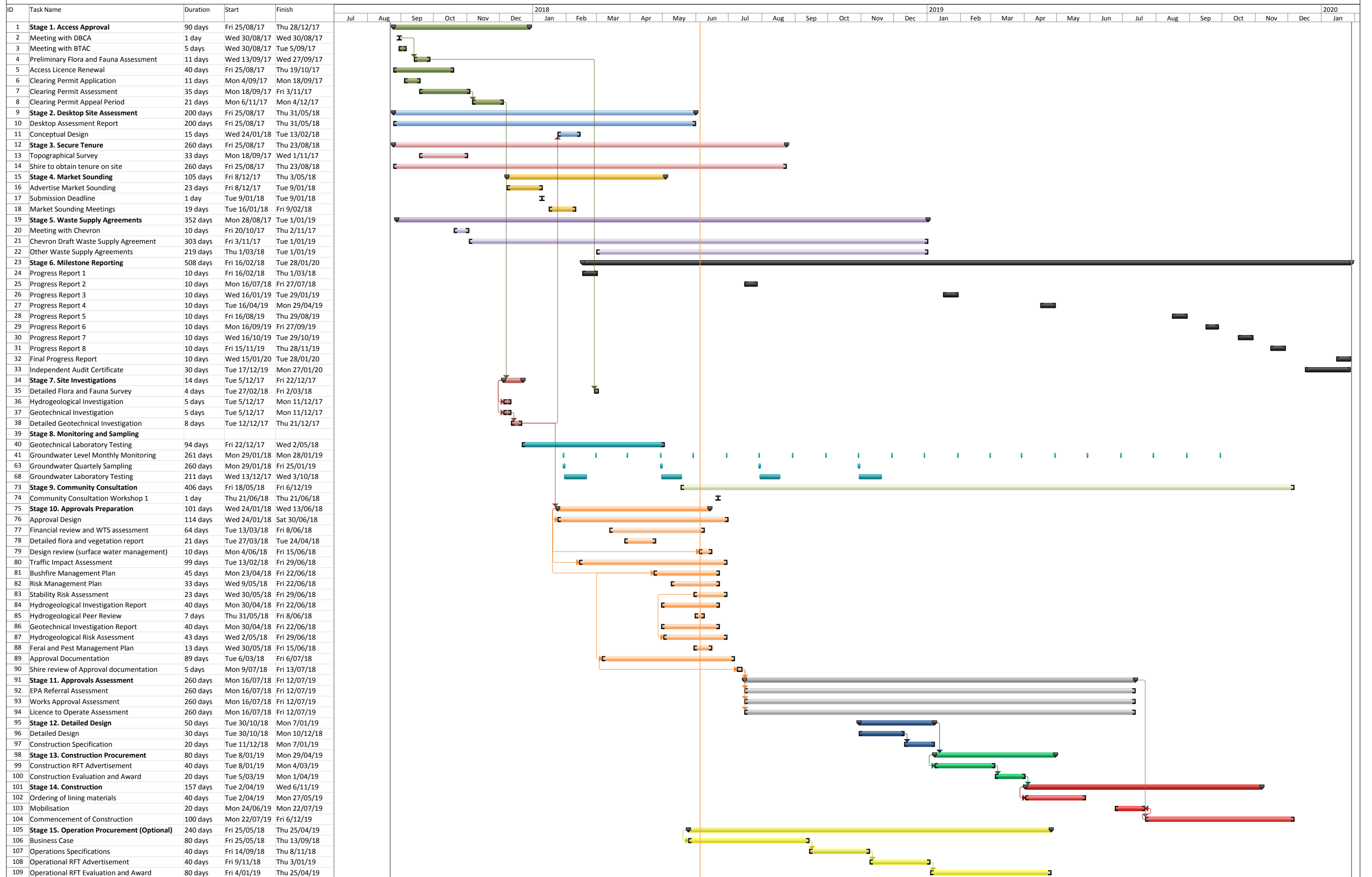
The following table provide an update on recent works, matters requiring resolution/ discussion upcoming works, outstanding matters and project timeline and key dates.

Table 1-1: Project Progress

Aspect	Description	Action	Responsibility
Update on recent works	<ul style="list-style-type: none"> • Hydrogeological and Geotechnical Investigation draft reports currently being finalised • Community Consultation documents drafted <ul style="list-style-type: none"> ○ Poster ○ FAQs ○ Community Engagement Strategy ○ Project description (for Agility) ○ Letter for JTSI • Project Initiation meeting held with Rockwater regarding the Hydrogeological Peer Review • Project Initiation meeting held with Terrestrial Ecosystems regarding the Feral and Pest Management Plan • Bushfire Management Plan on hold till design finalised • Risk Management Plan on hold till design finalised and decision on water cart requirements • Discussion held with Morgan Jones re water cart requirements - waiting for response • Contacted Chevron to discuss waste volumes and provide project update – waiting for response • Financial review currently being finalised • Final copy of the WTS assessment issued 		

Aspect	Description	Action	Responsibility
	<ul style="list-style-type: none"> Traffic Impact Assessment – on hold 		
Matters requiring resolution - discussion	<ul style="list-style-type: none"> Land Use conflict – North Rossa Land tenure application Decision on water cart requirement Town planning – Development Application 		Shire
Upcoming Works	<ul style="list-style-type: none"> Hydrogeological Peer Review Finalisation of approval documentation Stability Risk Assessment (SRA) Feral and Pest Management Plan Waste Supply Agreements 	<ul style="list-style-type: none"> Issue final draft reports for review Update as other specialist reports are completed Issue SOW for SRA Complete report Meet with Chevron 	<ul style="list-style-type: none"> Talis Talis Talis Terrestrial Ecosystems Talis
Outstanding Matters			
Project Timeline and Key Dates	Please refer to Gantt chart attached	Continue to update as project progresses	Talis

PILBARA REGIONAL WASTE MANAGEMENT FACILITY
PROJECT TIMELINE



31 May 2018

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Dear Kevin

Onslow Waste Transfer Station Assessment – Letter Report

1 Introduction

The Onslow Waste Transfer Station (Onslow WTS) was established in 2015 upon the closure of the former Onslow Landfill. The original design of the Onslow WTS was for the acceptance of all waste generated within Onslow as a short term arrangement until the new Onslow waste management facility including landfill was constructed. At this point, the concept was that the WTS could be utilised as a community drop off facility within close proximity to the Onslow town site. The Onslow WTS is located approximately 6km from Onslow town.

In 2016, Talis Consultants (Talis) undertook the Onslow Waste Disposal Strategy to assess the financial and technical feasibility of a variety of waste disposal options. Arising from the Study, the preferred long term waste disposal option was a Class IV Landfill at Site 10 (now referred to as the proposed Pilbara Regional Waste Management Facility (PRWMF)), which is located approximately 36km by road south of Onslow town site. A further recommendation from the study was for the Shire to assess the long term viability of continuing to operate the Onslow WTS as a Community Drop Off Facility, once the PRWMF is operational. As the Shire is aware, the PRWMF is currently progressing with the environmental approval applications due to be submitted in June 2018.

Subsequently, the Shire recently engaged Talis to undertake a detailed financial modelling study (the Study) to determine the financial implications of continuing to operate the existing Onslow WTS (Scenario 1) compared with developing a new Community Drop Off facility at the PRWMF site (Scenario 2). The modelling includes capital and operational costs for both scenarios over a 20 year period. For comparison purposes, the projected haulage costs for each scenario have also been modelled. The technical implication of the two scenarios have also been assessed including:

- Level of service to the local community;
- Illegal dumping and unintentional littering; and
- Labour and plant resources.

This Assessment is considered to be a critical task in relation to the development of the PRWMF as if it were to be determined that the existing WTS should closed, a new Community Drop Off facility would need to be incorporated into the design of the PRWMF.

2 Current Situation

The Onslow WTS is currently licensed (L8872/2014/1) as a prescribed premises under Part V of the *Environmental Protection Act* and operates as a Category 62 solid waste depot, along with a used tyre storage area (Category 57). Waste is accepted at the WTS from commercial operators, the local community and Shire in-house waste collections. The waste is consolidated on site before being transported to Tom Price landfill for disposal, an 800km round trip, or remains stockpiled on site for treatment. The original design of the Onslow WTS was for the acceptance of all waste generated within Onslow as a short term arrangement until the new Onslow waste facility was developed.

In 2017, the Shire applied for, and was successful in securing, funding from the Federal Government's Building Better Regions Fund (BBRF), which will provide \$9 million towards the project. The current focus on the PRWMF is the preparation of the relevant environmental approval applications including final detailed design and specialist site studies. It is the intention of the Shire to commence construction of the PRWMF in June 2019.

If the Study determined that the preferred scenario was to build a Community Drop Off Facility at the PRWMF, the additional Community Drop Off infrastructure would need to be incorporated into the PRWMF design. Ideally, this amendment would be incorporated prior to finalising the design including within the relevant environmental approval applications. However, an amendment to the approvals could be sought after submission, if necessary. In addition, it should be noted that the capital costs for a new Community Drop off Facility would not be included as part of the grant funding from the BBRF as it was not part of the original application. The Shire would need to develop a finance strategy for securing funding for the additional capital costs associated with the new Community Drop Off Facility.

3 Waste Data and Projections

Waste growth projections are important to be considered as part of any feasibility modelling to estimate associated costs and ensure that infrastructure can cater for future demands. In order to prepare updated future waste projections, the most up to date recorded waste acceptance data from the Onslow WTS was obtained from the Shire.

3.1 Waste Projections

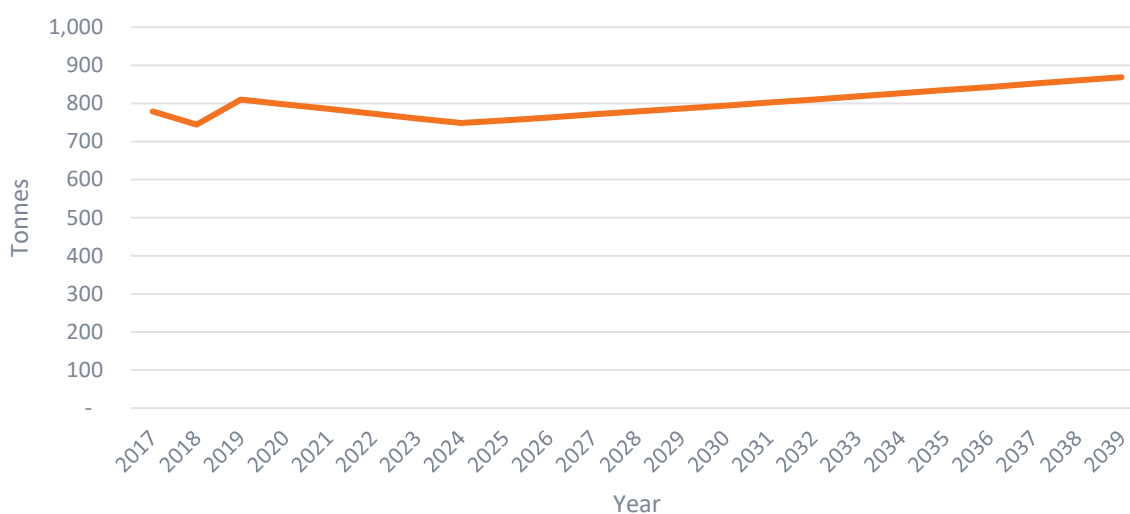
Based on discussions with the Shire, it is understood that there have been no further long term population growth projections for Onslow published since 2015. As such, the population projections in the Pilbara Development Commission's (PDC) report, *Assessment of Accommodation Need in Tom Price, Onslow and Paraburdoo: Final Report* were utilised. However, within this report, there were no published growth rates available beyond 2024. Talis utilised the 'High' growth scenario rates utilised in the Onslow Waste Disposal Strategy, with an adopted conservative and linear growth rates of 1% from 2025 up to 2039, as detailed in Table 3-1.

Table 3-1: Projected Annual Average Growth Rate for population in Onslow

Scenario	Annual Average Growth Rate	
	PDC Report 2015-2024	2025-2039
'High' Growth	0%	1%

3.2 Waste Generation

For the purposes of the Study, the projected waste generation volumes of Community Drop Off waste were modelled using Shire waste intake data for the Onslow WTS from 2017 and the growth rates detailed in Table 3-1. Community Drop Off waste included household drop off and green waste volumes. There are likely to be other waste streams that would be associated with community drop off, including scrap metal and white goods however, the Shire's current data recording system does not differentiate between commercial and community drop off of these materials and a weighbridge is not on site to accurately record waste tonnages accepted. The projected volumes utilised in the model should, therefore be considered conservative. The projected future Community Drop Off waste generation volumes from 2018 to 2039 are shown in Figure 3-1.

Figure 3-1: Projected Community Drop Off waste generation volumes for Onslow (2018-2039)

As shown in the figure above, there was an estimated 780 tonnes of community drop off waste, including green waste, accepted at the Onslow WTS in 2017. Given the growth projections are considered to be very conservative, the waste volumes are not anticipated to rise significantly over the next 20 years with approximately 870 tonnes expected to be accepted in 2039.

4 Study Scenarios

The following section outlines the Scenarios that have been assessed as part of the Study. Two key scenarios were identified for modelling, namely:

- Scenario 1 – Onslow WTS remaining operational; and

- Scenario 2 – Community Drop Off Facility at the PRWMF.

A summary of the Scenarios are set out in Table 4-1.

Table 4-1: Summary of Scenarios modelled for the Study

Scenario	Description	Distance from Onslow town (one way)	Estimated Travel time (Onslow town to Facility - return)	Facility Hours
1	Onslow WTS remaining operational	6km	10 mins	40 hours/week
2	Community Drop Off Facility at the PRWMF	36km	48 mins	40 hours/week

4.1 Scenario 1 – Onslow WTS remains operational

Scenario 1 would entail the existing Onslow WTS remaining open once the PRWMF is operational. It is envisaged, under this scenario that the WTS would operate primarily as a Community Drop Off Facility. Given its close proximity to the Onslow town site, just 6km away, the WTS would continue to provide a convenient service to the community.

As is common practice at community drop-off facilities across the State, vehicles able to access the WTS would be limited to light vehicles up to light vehicles towing two wheeled axle trailers. In an alteration from current operations, this Scenario assumes that all larger commercial vehicles and the Shire's in-house waste collection vehicles would not be admitted to the WTS and would instead transport waste directly to the PRWMF. It is envisaged that gate fees for commercial operators at the PRWMF would be set at a level that offsets the additional distances needed to be travelled to access the PRWMF. The community would continue to drop off their waste at the WTS in a similar manner to the current arrangement. The waste dropped at the WTS would be collected intermittently and transported to the PRWMF by a contractor. This change in service would avoid unnecessary costs to the Shire by reducing the overall volumes of waste required to be transported from the WTS for disposal or treatment at the PRWMF.

Whilst this Scenario has been modelled on the assumption that larger commercial vehicles will not be admitted to the WTS, full details of the service offerings at the WTS and PRWMF will be determined by the Shire following engagement with commercial waste generators and contractors during the community consultation process.

To enable a like for like comparison of operational costs between the two scenarios, the WTS has been modelled on 40 hours per week over six days including time for the WTS staff to clean and maintain the site outside of waste acceptance hours. Based on experience, Talis recognises that the operational hours at the WTS could be reduced based on the projected volumes of waste and frequency of visits from the community to reduce the operational cost for the facility. However, for the purpose of the study 40 hours per week, which is the same as Scenario 2 has been utilised.

4.2 Scenario 2 – Community Drop Off Facility at the PRWMF

Scenario 2 would involve the current WTS ceasing to accept waste once the PRWMF is operational in 2020. A new Community Drop Off Facility would be constructed as part of the PRWMF with all community waste redirected to the PRWMF.

In line with similar waste management facilities, it is envisaged that the Community Drop Off Facility would be located towards the front end of the PRWMF, before the site's weighbridge, in order to minimise the community's interaction with site traffic, including heavy vehicles. Further details about the Community Drop Off Facility can be found in 5.2.

This arrangement would require members of the community to travel a significantly larger distance (72km return trip) to drop off their waste compared to Scenario 1. However, the Shire would not be required to transport community waste from the WTS to the PRWMF.

This Scenario has also been modelled operating 40 hours per week, in line with the proposed hours for the PRWMF.

4.3 Model Assumptions

The following general assumptions were made when undertaking the financial modelling:

- The model and its inputs have been projected from Year 0 (for capital costs where applicable) plus 20 years from the first year of operation (2020-2039).
- Population projections were utilised from the Pilbara Development Commission's report, *Assessment of Accommodation Need in Tom Price, Onslow and Paraburdoo: Final Report* up to 2024. With no published growth rates available beyond 2024, a flat 1% growth rate from 2025 up to 2039 was adopted.
- The modelled number of households (n = 880) are based on Australian Bureau of Statistics (ABS) data 2016 - Census Population and Housing (Onslow and western districts), adjusted with adopted annual growth rates to project future household numbers.
- Operational labour costs include staff salary plus overheads of 115% as advised by the Shire.
- Operating labour and equipment rates have been adjusted for inflation at a rate of 2% per annum. Haulage rates are not anticipated to rise with the same level of inflation so have had a reduced 1% inflation rate applied.
- Plant rates are estimates based on 2016 figures with 2% inflation applied annually to 2019.
- The rate of \$200 per hour (2017) has been adopted for a waste service contractor to undertake haulage services for the Shire under both scenarios.
- Community drop off 'cost to community' is an estimate of the travel costs associated with travelling to the Onslow WTS (Scenario 1) or the PRWMF (Scenario 2). It is assumed that each household would dispose of, on average, the same volume each year with household growth rates in line with annual growth rates.
- Average speed for a community vehicle's journey is estimated to be 90km/hour travelling to the PRWMF and 70km/hour travelling to the WTS. The capacity of each load is estimated to be 0.3 tonnes (300kg) per trip.

- In order to quantify an estimate of community time/costs, the Australian Taxation Office's mileage rate was applied of \$0.66/km based on 2016-17 ATO rates.

5 Capital Costs

5.1 Scenario 1

As the WTS is already constructed with no major additions or changes anticipated, there are no capital costs included under Scenario 1 for the 20 year period modelled.

5.2 Scenario 2

For Scenario 2, a new Community Drop Off facility would need to be constructed at the PRWMF. The capital works include the construction of earthworks, roadworks and basic infrastructure including a storage shed and gate house. The drop off area modelled would accommodate up to four skip bins in a saw tooth arrangement with an elevated platform for community vehicles to access, facilitating waste drop off directly into the bins. Areas for additional bin storage and servicing along with green waste and C&D stockpile areas would also be included.

Based on the preliminary schematic design works of the infrastructure required for Scenario 2, capital cost estimates were prepared for all key items of waste infrastructure. In addition, a 30% local loading was added to Perth market rates along with 10% contingency and 8% for professional services covering design, approvals and construction supervision. A breakdown of the capital costs are detailed in Table 5-1.

Table 5-1: Scenario 1 – Estimated Capital Costs for a Community Drop Off Facility at the PRWMF

Aspect	Cost
Preliminary Costs	\$271,997
Earthworks	\$422,450
Roadworks and Surfacing	\$266,317
Security & OHS	\$279,647
Buildings, infrastructure and ponds	\$579,694
Utilities	\$265,200
Sub-Total	\$2,085,305
Contingency (10%)	\$208,531
Professional Services (8%)	\$160,569
TOTAL	\$2,454,405

As can be seen in Table 5-1, the estimated capital costs for constructing a new Community Drop Off Facility at the PRWMF are estimated to be \$2.45 million.

6 Operational Costs

The annual operational costs for running each Scenario were calculated and forecasted over 20 years into the financial model. Each Scenario's costs, in 2020 (Year 1 of operation) are outlined below. These costs were projected based on 2017 operational cost rates for the Shire including labour, machinery and utilities with adjusted for inflation.

6.1 Scenario 1

The operational costs for continuing to operate the Onslow WTS (Scenario 1) in 2020 are detailed in Table 6-1.

Table 6-1: Scenario 1 Annual Operational Costs (2020)

Aspect	Cost
Labour	\$170,881
Consumables	\$3,162
Machinery and Vehicles	\$32,006
Utility Services	\$6,120
Additional Operating Expenditure	\$19,654
TOTAL	\$231,823

The operational costs in 2020 under Scenario 1 are estimated at \$231,823. The labour costs included would cover one site operator working a 40 hour week. The machinery and vehicles included in the model are comprised of a utility vehicle and a front end loader. The loader is only anticipated to be required one day per week whilst the utility vehicle is likely to be used the equivalent of five days a week over the weekly period that the WTS is operating. The additional operating expenditure includes maintenance and cleaning costs, along with bin hire (two 30m³ bins).

6.2 Scenario 2

The operational costs for a new Community Drop Off facility at the PRWMF (Scenario 2) in 2020 are detailed in Table 6-2.

Table 6-2: Scenario 2 Annual Operating Costs (2020)

Aspect	Cost
Labour	\$170,881
Consumables	\$3,162
Machinery and Vehicles	\$16,003
Utility Services	\$6,120
Additional Operating Expenditure	\$19,654
TOTAL	\$215,820

The operational costs in 2020 under Scenario 2 is estimated at \$215,820. The labour costs along with consumables, utility services and additional operating expenditure is considered to be 'like for like'

with Scenario 1. The primary difference in costs relates to machinery and vehicles. The front end loader at the Community Drop Off at the PRWMF was assumed to be utilised 10% of the time and the utility vehicle was assumed to be utilised for half the time the facility is operational. This difference is due to the assumption that this plant will be utilised in other areas of the PRWMF when not required at the Community Drop Off.

In summary, Scenario 1's operational costs are anticipated to be higher at \$231,823 compared with \$215,820 for Scenario 2, equating to a difference of \$16,000 between the two scenarios. The higher costs for Scenario 1 can be directly attributed to the machinery and vehicle operating costs, which would be utilised solely at the WTS, compared with Scenario 2 where the machinery and vehicles costs would be spread across other activities at the PRWMF outside of the Community Drop Off facility.

7 Haulage Costs

Haulage requirements were calculated for each Scenario to determine the estimated costs for transporting the waste from the Onslow WTS to the PRWMF (Scenario 1) or from the Community Drop Off at the front of the facility to the PRWMF landfill (Scenario 2) at the back of the facility.

For modelling purposes, it was assumed that haulage services would be contracted out to a waste service provider rather than being undertaken in-house by the Shire. Table 7-1 outlines the haulage costs for each scenario.

Table 7-1: Comparison of Haulage Costs for Scenario 1 and Scenario 2 in 2020

Scenario and Haulage Route	Estimated Distance (one way)	No of trips/ week	Unloading Time (mins)	Time per return trip (mins)	Average speed (km/hr)	Annual Haulage Costs in 2020
1 WTS to PRWMF	30km	2	30	75	90	\$26,000
2 Community Drop Off Facility to PRWMF Landfill (tip face)	1km	2	30	42	10	\$14,560

As shown above, both Scenarios would result in, on average, two trips per week based on the projected waste volumes. Scenario 1 would require a 30km one way trip to haul waste from the WTS to the PRWMF but would be able to travel at high speed (90km/hour). Allowing for unloading of the waste at the PRWMF, the whole trip would be estimated to take 75 minutes. Alternatively, Scenario 2 would require a significantly shorter trip travelling from the Community Drop Off within the PRWMF to the landfill tip face of about 1km. However, speed restrictions on site along with loading time would still result in an estimated 42 minute round trip. The total annual cost of haulage in 2020 for Scenario 1 would be \$26,000 compared with \$14,560 for Scenario 2, a difference of \$11,440 between Scenario 1 and 2.

8 Shire Cost Summary Comparison

The following table summarises the costs to the Shire associated with each Scenario including capitals costs (Scenario 2 only) over 20 years of operation up to 2039.

Table 8-1: Cost Comparison Summary for Scenario 1 and 2 - Total Costs up to 2039

Aspect	Scenario 1	Scenario 2
Capital Costs (2019)	-	\$2,454,405
Operational Costs (2020-2039)	\$6,222,528	\$5,243,856
Haulage Costs	\$589,841	\$330,311
TOTAL	\$6,812,370	\$8,028,572

Table 8-1 outlines the capital, operational and haulages costs for each Scenario. The modelling indicates that Scenario 1 would be 15% cheaper over 20 years at \$6.18 million compared with Scenario 2 at \$8.03 million. Scenario 2's operational and haulage costs are lower compared with Scenario 1 however, the capital costs, which would need to be outlaid during construction in 2019 make Scenario 2 significantly more costly overall. In total, Scenario 2 is estimated to cost \$2.68 million or \$2.42 million more expensive than Scenario 1.

9 Community Cost

An additional financial aspect of the model was a comparison of the community cost of travelling to the WTS or Community Drop Off. Based on the projected volumes of community drop off waste in Onslow, and average waste volume of 300kg per trip, it was assumed that each household would require, on average, three trips per year. For the purposes of the Study, and in order to assign a monetary value to the community's travel costs, the Australian Taxation Office's (ATO) 2016-17 mileage rate of \$0.66 per kilometre was adopted. The table below (Table 9-1) compares the distance, time and travel cost for community drop off for Scenario 1 and Scenario 2.

Table 9-1: Comparison of Community Travel Costs in 2020

Scenario	Additional Travel Distance from Onslow town site (one way)	Additional Travel time (return from Onslow)	Increase in Cost per trip (2020)	Increase in Cost per household/year (2020)	Total Annual Increased Cost to Community (2020)
1	0km	0 mins	\$0.00	\$0.00	\$0.00
2	30km	35 mins	\$33.62	\$100.86	\$89,534

As can be seen from Table 9-1, under Scenario 1 retaining the Onslow WTS, there would be no additional travel costs to the community compared with the current arrangement of the approximately 6km (12km round trip) from Onslow town to the WTS. Under Scenario 2, the community would need to travel an additional 30km (60km return) for each trip to the PRWMF, resulting in an estimated 35 minutes additional travel time. This travel time equates to just under \$34

per trip or \$100 per household per year in 2020. In total, the additional travel cost to the community in 2020 is anticipated to be \$89,534.

These costs were then projected over a 20 year period of operation of the PRWMF as shown in Table 9-2.

Table 9-2: Comparison of Increased Community Costs for 2020-2039

Scenario	Average increased travel cost per household per year	Total increased cost per household (20 years)	Total increased cost to community
1	\$0.00	\$0.00	\$0.00
2	\$122.53	\$2,450	\$2,722,347

The average increased travel cost per household each year under Scenario 2 equates to \$122.53 or \$2,450 per household over 20 years. Extrapolating these costs across all households in Onslow over 20 years, which based on population projections are estimated be approximately 1,000 households by 2039, the total increased cost to community is estimated to be \$2.72 million.

10 Total Cost Summary Comparison

The following table (Table 10-1) summarises all costs associated with each Scenario up to 2039.

Table 10-1: Cost Comparison Summary for Scenario 1 and 2 - Total Costs

Aspect	Scenario 1	Scenario 2
Capital Costs	-	\$2,454,405
Operational Costs	\$6,222,528	\$5,243,856
Haulage Costs	\$589,841	\$330,311
Sub-Total	\$6,812,370	\$8,028,572
Additional Community Costs	\$0	\$2,722,346
TOTAL	\$6,812,370	\$10,750,919

As previously reported, the comparison of capital, operational and haulages costs for each Scenario indicates that Scenario 1 would be 18% cheaper over 20 years at \$6.81 million compared with Scenario 2 at \$8.03 million. Taking into account the additional community costs travelling to the PRWMF, Scenario 2 increases by a further \$2.19 million to \$10.75 million over 20 years or 57% more costly than Scenario 1.

11 Technical Aspects

The following section outlines the technical aspects of the two Scenarios assessed as part of the Study, namely:

- Level of Service;
- Littering and Illegal Dumping;

- New Facility Capital Cost Funding;
- Labour and Plant Requirements;
- Licensing Requirements; and
- WTS Closure.

11.1 Level of Service

The retention of the Onslow WTS in close proximity to Onslow town site would continue to provide the community with access to a waste drop off service, in an extremely convenient location, 6km from the town. If the WTS were to be closed to the public and the community needed to travel to the PRWMF some 36km from the town site, there would be a significant increase in the distance, time and costs required to access the community drop off facility. Therefore, from a Level of Service perspective, Scenario 1 and the retention of the existing WTS is the preferred scenario.

11.2 Littering and Illegal Dumping

If the Shire was to proceed with Scenario 2, the community would be required to transport their waste to the Community Drop Off facility at the PRWMF. This would necessitate vehicles to travel significantly larger distances than currently required (36km one way compared with 6km one way to the WTS) and, once out of Onslow town, vehicles would travel at significantly higher speeds (averaging an estimated 90km/hour). Any uncovered or unsecured loads could result in materials being blown from the vehicles or trailers and entering the environment or falling on the road creating accident hazards. In particular, windblown litter from uncovered loads could enter the Cane River Conservation Park.

Illegal dumping of waste presents environmental and health and safety issues as well as being costly and time consuming for local governments to manage. If the Onslow WTS were to be closed to the public with the closest Community Drop Off facility located at the PRWMF, the additional distance the community will need to travel and time it will take to complete a round trip is likely to deter some people from making the journey. A return trip to the PRWMF from Onslow town site is expected to take approximately 65 minutes, including 20 minutes unloading time at the Community Drop Off. This is an estimated additional 35 minutes compared with a return trip to the existing WTS, which takes about 30 minutes including unloading time. This increased time and effort to access a community drop off service may result in a rise in the number of people partaking in illegal dumping activities.

Illegal dumping can result in environmental and social impacts including fire risks, land degradation and contamination, polluted waterways, public health issues and reduced community pride and aesthetic amenity. In addition, the cost to local governments in managing this waste can be costly including staff time, equipment hire (e.g. additional skip bins) and increased waste disposal costs.

The closure of the existing WTS and the only community drop off facility for Onslow located at the PRWMF (Scenario 2) would potentially increase the risks of littering and illegal dumping compared with Scenario 1.

11.3 New Facility Capital Cost Funding

As outlined earlier in the report, the construction of a new Community Drop Off Facility at the PRWMF would require a substantial capital cost outlay in the region of \$2.45 million. As the Community Drop Off facility was not part of the original BBRF application, the capital costs for its construction would not be able to be funded by the BBRF grant. Talis anticipates that there has not been any financial planning or budgeting for a new Community Drop Off Facility at the PRWMF, which may present an issue for the Shire.

11.4 Labour and Plant Requirements

As outlined previously, the labour and plant requirements for both scenarios would be similar. Both scenarios are anticipated to require one site operator working a 40 hour week. The machinery and vehicles included in the model are detailed within Table 11-1.

Table 11-1: Scenario 1 and 2 - Plant Requirements and Utilisation rates

Vehicle or Machinery	Scenario 1		Scenario 2	
	Equivalent days per week	Percentage utilised at WTS	Equivalent days per week	Percentage utilised at CDO
Utility Vehicle	5	100%	2.5	50%
Front End Loader	1	20%	0.5	10%

The table above details the plant requirements and utilisation rates for each scenario. These are detailed further in the sections below.

Under Scenario 1, the front end loader would only be required to operate one day per week due to the relatively low volumes of waste anticipated to be dropped off at the WTS. On the days the front end loader is not required, it could be used at the PRWMF or for another Shire function. The utility vehicle is likely to be used the equivalent of five days a week over the weekly period that the WTS is operating as the site operator would utilise the vehicle on a daily basis.

In relation to Scenario 2, the front end loader at the new Community Drop Off facility was modelled to be utilised 10% of the time, or half a day per week, and the utility vehicle anticipated to be utilised 50% of the time. The vehicle and front end loader could be utilised in other areas of the PRWMF when it is not required at the Community Drop Off Facility. This has been included within the model and recognises the potential cost saving of co-locating the Community Drop Off Facility at the PRWMF. Therefore, from a plant and resources perspective, Scenario 2 provides the Shire with greater opportunities.

11.5 Licencing Requirements

If the Shire was to proceed with Scenario 1, it is anticipated that the Onslow WTS would continue to operate under its current licence as a Category 62 solid waste depot as it is anticipated to continue to exceed the 500 tonne threshold required for a licence.

If the Shire was to construct a new Community Drop Off facility, it would need to include a Category 62 solid waste depot within its prescribed premises licencing application. The inclusion of this category would not be anticipated to add significant costs to the overall PRWMF licensing application.

There are no significant challenges from a licensing perspective for both Scenarios.

11.6 WTS Closure

If the Shire was to proceed with Scenario 2, resulting in the WTS becoming redundant, the WTS site could be used for other activities such as a Shire depot and laydown area. However, the site is located on Crown/Reserve land, managed by the State Government's Department of Planning, Lands and Heritage and is subject to a Management Order, which restricts the activities that are permitted on the site. Any changes to activities on the site would require an amendment to the Management Order.

But if no suitable use was identified, the site would only add to the Shire's asset liabilities and potentially be a security risk. If this was to occur, then the WTS site could be decommissioned. The decommissioning and any remediation costs would be estimated to be in the region of \$200,000, which has not been included in the financial modelling works.

12 Preferred Scenario

From a financial perspective, with a focus on Shire costs, Scenario 1 would be estimated to cost \$6.81 million compared with Scenario 2 at \$8.03 million, a difference of \$1.23 million over 20 years to 2039. If the additional cost of travel to a Community Drop Off for the community is also taken into account, Scenario 2 increases to \$10.22 million, which equates to \$3.4 million more than Scenario 1.

The technical assessment identified a number of risks with introducing a new Community Drop Off Facility at the PRWMF (Scenario 2) including potential increases in littering and illegal dumping, uncertainty of capital cost funding sources for the Community Drop Off's construction and decreased level of service for the local community due to the distance of the PRWMF from Onslow town site.

The benefits of the Shire retaining the existing Onslow WTS once the PRWMF is operational include:

- Reduced costs to the Shire over 20 years under Scenario 1 compared with Scenario 2;
- No need to source additional funding for Community Drop Off capital works (\$2.45 million);
- The Shire would continue to provide the community with a convenient location to drop off waste, maintaining the current level of service; and
- No additional time and cost to the community for travelling to drop off their waste.

Based on the findings of the financial and technical assessment works undertaken as part of this Study, the preferred Scenario was Scenario 1 – retain the existing Onslow WTS.

13 Cost Savings

As outlined in Section 2, waste generated in Onslow is transported to the Tom Price landfill for disposal. This site is located approximately 405km from Onslow and the annual transport costs are

costly. In 2016, the budget for haulage of waste was \$500,000. Ceasing this transportation once the PRWMF is operational will represent a significant cost saving to the Shire.

There is potential for additional cost savings in relation to operational costs. Due to the low volumes of community drop off waste the WTS hours could be reduced to minimise the operational costs for the facility. Additionally, labour and plant used at the Onslow WTS could be transported between the WTS and the PRWMF, or other Shire sites, to be utilised. This warrants further consideration as part of the operational planning of the PRWMF.

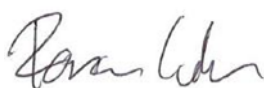
14 Recommendations

Based on the works undertaken as part of this Study and the subsequent findings, Talis recommends:

- The Shire retains the Onslow WTS, once the PRWMF is operational, as a community drop off facility in order to continue to provide a convenient and cost effective service to the community.
- The Shire assesses the cost saving measures for the WTS including reduced hours and potential plant and labour sharing across other activities including the PRWMF.
- The Shire engages with local commercial waste generators and contractors as part of the Shire's PRWMF community consultation process to obtain views on the potential future service offerings at the WTS and PRWMF for commercial waste.

If you have any additional questions or require further clarification, please do not hesitate to contact me.

Yours sincerely



Ronan Cullen
Director – Waste Management Section Leader

TALIS CONSULTANTS

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**Department of Planning,
Lands and Heritage**

Our ref: File: 00037-2015 Job: 173243
Enquiries: Patrick Dawson, Ph 6552 4564
Patrick.Dawson@DPLH.wa.gov.au

Rob Paull
Chief Executive Officer
Shire of Ashburton
PO Box 567
Tom Price WA 6751

Dear Mr Paull

Onslow Regional Class IV Waste Management Facility – Shire of Ashburton

I write in relation to the proposed Onslow Regional Waste Management Facility (Facility). As agreed in recent discussions between the Department of Jobs, Tourism, Science and Innovation (JTSI), the Department of Planning, Lands and Heritage (Department) and the Shire of Ashburton (Shire) a review of the affected land and interests has undertaken to allow for a course of action be formed and agreed for the creation of tenure for the Facility.

I can advise that a review of native title claim and determination history indicates that whilst there are currently no claims over the land, native title may exist. On this basis, the State in creating tenure to support the Shire's Facility, must adhere to the future act provisions of the *Native Title Act 1993* (NTA).

The Department has reviewed the applicable future act provisions of the NTA and can confirm that, where native title is not intended to be acquired, section 24KA of the NTA can be relied upon to create tenure for the Shire's proposed Facility. However, in relying on s24KA, the following issues should be considered:

- The non-extinguishment principal of the NTA will apply;
- Future tenure or amendments to the proposed use may be a new future act;
- Compensation may be payable to native title parties for the impact to their rights and interests in the land. Compensation may also be payable for any future tenure or amendments to the proposed use if it is a new future act; and
- Mining rights and interests are not required to be taken.

Where the Shire's current and future plans for the land require that native title is extinguished, compulsory acquisition is required to be undertaken. Compulsory acquisition of native title rights and interests will be subject to the procedure and rights set out in Subdivisions P of the NTA. Mining rights and interests will also need to be taken to ensure that native title rights and interests are extinguished.

As discussed at our recent meeting with JTSI, the Department of Mines, Industry Regulation and Safety (DMIRS) has requested that the project area is relocated due to the presence of a sand dune identified as being of mining interest in relation to exploration license E08/2618. Officers of the Department, JTSI and DMIRS have since met to discuss the matter and as a result, the Department has provided DMIRS with updated details

regarding the project area as well as the relevant NTA provisions and treatment of mining interests. It is anticipated that a response from DMIRS should be obtained soon.

It should be noted that as native title may exist in the land, compensation may be payable to native title parties for the impact to their rights and interests. On the 16 November 2017, the Shire confirmed in writing its agreement to indemnify the State and the Minister against any future claims for compensation arising from the creation of tenure for the Facility (copy enclosed). Once issues relating to mining interests have resolved and the matter may proceed, the Department intends to carry out the creation of tenure relying on this indemnity as confirmation that the Shire will be assume liability for any compensation arising from the creation of tenure for the Facility.

In order to progress the matter, the Department is organising for survey instructions to be issued to the Shire's nominated surveyor. This will allow for preparation of a graphic to support the creation of a reserve. In addition to this, the Department has sent an update regarding the change in project area to the Department of Biodiversity, Conservation and Attractions (DBCA) as the agency which currently manages the project area and surrounding land.

Should you have any questions regarding the above or wish to discuss the matter, please feel free to contact me on 6552 4708 or sean.browne@dph.wa.gov.au.

Yours sincerely



Sean Browne
Senior Project Officer
Case Management North
Land Use Management

20 May 2018

Enc.



Enquiries: 9188 4446
Our Ref: 174 6624

16/11/2017

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Patrick Dawson
Assistant State Land Officer
Department of Planning, Lands and Heritage
Level 11, 140 William Street
PERTH WA 6000

Dear Patrick,

S91 Access Licence-Indemnification
Pilbara Regional Waste Management Facility Lot 150 Onslow Road, Onslow

I refer to your correspondence dated 15 November 2017 requesting indemnification resulting from the S91 Access Licence on Lot 150 on Deposited Plan 220207.

I can confirm the Shire of Ashburton agrees that it will indemnify and keep indemnified the Department of Planning, Lands and Heritage (Department), Minister for Lands (Minister) and the State of Western Australia (State) and hold them harmless from and against any and all liabilities, obligations, costs, expenses or disbursements of any kind including, without limitation, compensation payable to any party under the Native Title Act 1993 (Cth) which may be imposed on, or incurred by the Department, Minister or State relating to or arising directly or indirectly from the reservation of the Land.

Please find enclosed minutes from the 21 November 2017 Ordinary Meeting of Council, where Council endorsed the excision of the subject land for creation of a Reserve for the purpose of "Waste Management (or similar)" with a Management Order issued to the Shire of Ashburton.

Please contact Troy Davis on 9188 4446 or Troy.Davis@ashburton.wa.gov.au with any queries.

Yours Sincerely,

Dale Stewart
Acting Chief Executive Officer

Pilbara Regional Waste Management Facility

Community and Stakeholder Engagement Strategy

Introduction

The Shire of Ashburton (the Shire) is progressing with the development of the Pilbara Regional Waste Management Facility (PRWMF) located at 150 Onslow Road, Thalanyji, Western Australia. The recent economic and social infrastructure developments in Onslow has significantly altered the Shire's previous waste management infrastructure including the closing of the old Onslow landfill and the creation of a Waste Transfer Station to provide temporary waste haulage services to Tom Price. The Shire recognised that a more sustainable and efficient longer term arrangement was required. In addition, the Shire also recognised the wider waste management requirements of the resource sectors across the Pilbara particular on industrial and contaminated wastes. Combining both the local and regional requirements at the facility will reduce the overall cost for all users. This recognition and desire for cost savings led to the creation of the PRWMF.

PRWMF will be a modern integrated facility providing a range of recycling and recovery initiatives as well as treatment and disposal services to the domestic and commercial communities that it will service. A key element of the PRWMF is the proposed double-lined Class IV landfill that will be designed and constructed to Best Practice Landfill Guidelines for the acceptance of Class IV contaminated materials arising from the resource sectors across the Pilbara and potentially further afield.

The PRWMF is a significant project for the town of Onslow and wider Pilbara region and therefore this strategy has been developed to outline the stakeholder and community consultation engagement process. The Shire is committed to ensuring the local community and relevant stakeholders are engaged in all stages of the project in accordance with Council Policy ADM08: Community Engagement Policy (Appendix A).

The vision as specified in Policy ADM08 sets the framework for the all Shire Community Engagement activities is as follows:

"We will embrace our unique Pilbara environment and lifestyle through the development of vibrant, connected and active communities that have access to quality services, exceptional amenities and economic vitality."

This vision is to be attained through the consideration of five key principles of community engagement:

1. Be open and inclusive
2. Create mutual trust, respect and be accountable
3. Engage early and be clear
4. Consideration and feedback
5. Skills and resources

Project Working Group

The project has been progressing in partnership with the Department of Jobs, Tourism, Science and Innovation (JTISI) and Chevron Australia (Chevron) who, together with the Shire comprise the Project Working Group. Under the Ashburton North State Development Agreement (Wheatstone Project), Chevron committed approximately \$280 million to social infrastructure projects in and around Onslow. This included an in-part contribution towards a new waste management facility of \$2 million.

Key Stakeholders and Community Groups

The Shire recognises there are a number of stakeholders and community groups that hold an interest in the project and will need to be engaged as the PRWMF progresses. Based on the works completed on the project, the key stakeholders and community groups identified to date are listed in Table 1. As the project progresses, the Shire will continue to identify relevant stakeholders and community groups that may hold an interest in the project and engage with them through relevant means.

Table 1: Key Stakeholders and Community Groups

Stakeholders and Community Groups	Parties
Community	Local Onslow Community
	Environmental groups
	Volunteer and not for profit groups
Federal Government Department	Department of Industry, Innovation and Science
Approval Authorities	Environmental Protection Authority
	Department of Water and Environmental Regulation
	Department of Biodiversity, Conservation and Attractions
	Department of Planning, Lands and Heritage
	Main Roads Western Australia
Government Agencies	Department of Mines, Industry Regulation and Safety
	Department of Fire and Emergency Services
Industry Groups	Onslow local business operators
	Onslow Resource Companies including Onslow Salt, Chevron Australia and BHP Billiton
	Onslow Marine Support Base and Agility Logistics
	Pilbara Resource Companies including Rio Tinto, Woodside and FMG
	Private Waste Service Providers including Cleanaway, North West Alliance / Veolia, Remondis and Suez

Community

The PRWMF will provide critical waste management services to the local community of Onslow including both recycling and waste disposal. In accordance with the proximity principle, the PRWMF is located within the greater Onslow region to ensure that cost effective and efficient waste services can be provided to all ratepayers. Therefore, the Shire recognises that it is vitally important that the community are consulted at all stages of the project.

The Shire will provide detailed information to the community through a variety of means on all key aspects of the project including site selection, site investigations, design and operation of the facility, environmental management, approvals processes and timelines. Contact details will also be provided to members of the community in all communications to ensure that avenues for further information are understood. A critical objective of community consultation on this project will be outline the approvals required and how the community can be involved in these processes.

An important and effective method of community consultation on a project of this nature is community workshops and meetings. These will be held to inform the community of Onslow and the wider region with updates on the project and provide an opportunity and forum to raise any queries and/or concerns. The date, time and location of these workshops and meetings will be advertised on the website as well as other local print media well in advance to ensure members of the community interested in the project have the opportunity to be involved.

Approval Authorities

There is a range of approval authorities that require engagement regarding various aspects of the project. From an environmental perspective, the Shire recognises that approvals will be required from the Environmental Protection Authority as well as the Department of Water and Environmental Regulation. Other relevant approval authorities consist of the Department of Planning, Lands and Heritage as well as Main Roads Western Australia. Given the tight timeframe in which to deliver the PRWMF, early engagement with these relevant approval authorities has been particularly important to help facilitate a more efficient assessment process and minimise assessment timeframes where possible. A key strategy undertaken since the projects inception is early briefings with all relevant approval authorities to introduce the project, obtain any initial feedback and confirm approval processes, date requirements and timelines. The Department of JTSI has played a critical role in supporting the Shire to engage with the relevant approval authorities. The Shire, with the support of JTSI when relevant, will continue to consult with approval authorities as the project progresses.

Government Agencies

There is a variety of additional government agencies that hold an interest in the project as listed within Table 1. The Shire has recognised the importance of engaging early with these government departments to date to ensure that they have a solid understanding of the project. This is particularly relevant to the Department of Biodiversity, Conservation and Attractions (DBCA) as well as the Department of Mining and Industry Regulation and Safety (DMIRS) as these will be consulted as Decision Making Agencies (DMAs) as part of the approval processes. The Shire will continue to consult with these agencies as the project advances.

Industry Groups

The Shire acknowledges there are a number of industry stakeholders directly and indirectly involved in the project that need to be consulted. Where relevant these industry groups will be approached to further understand their waste management requirements. The Shire previously sought information from a number of industry groups regarding the waste types and volumes that may be generated. The Shire recognises that there is a variety of categories across the industry groups.

Onslow local business operators

The Shire is aware of the importance of providing cost effective waste services for the Onslow business operators and ensuring that this service is sustainable and meets the specific needs of businesses. As such, the Shire will liaise with major business operators in the town of Onslow to understand their requirements and ensure the PRWMF can provide the relevant waste requirements.

Onslow Resource Companies

Two of the major resource companies in Onslow are located within the Ashburton North Strategic Industrial Area (ANSIA). The ANSIA is a nationally important resource area which has been developed to support the Oil and Gas activities within the Indian Ocean. To date, the two major oil and gas projects within the ANSIA include BHP Billiton's Macedon as well as Chevron's Wheatstone Project. The PRWMF will support the continued growth of the ANSIA through the provision of waste services locally.

Chevrons' strong support for the project is evident through the allocation of project funding through the Ashburton North State Development Agreement (Wheatstone Project). Chevron and BHP Billiton are anticipated to be one of the main waste generators and users of the facility and therefore will be consulted at each phase of the project development. Discussions with these companies have been undertaken and will be continued to confirm waste types, treatment requirements and volumes and to establish waste supply agreements to secure these volumes.

Onslow Salt is another important resource company in Onslow that has been previously engaged and will continue to be consulted throughout the development of the project. The key objective of engagement with Onslow Salt is to determine potential waste volumes that will be generated from its activities.

Onslow Marine Support Base

Other key industry players in the Onslow region include Agility Logistics (Agility) who operate from the Onslow Marine Support Base (OMSB). The OMSB will provide a more time efficient, cost effective long term logistic solution for offshore oil and gas activities including Barrow Island, the Gorgon Platform, Thevenard Island (currently being decommissioned), Barrow sub-basin, Northern Exmouth sub-basin and the majority of the Rankin Platform/Exmouth Plateau. The OMSB is a significant development within Onslow which will attract a range of waste materials from each of these industries. The Shire has held discussions with both OMSB and Agility to outline the project and understand requirements. The Shire will continue to liaise with Agility to further understand potential waste types and volumes and timeframe.

Pilbara Resource Companies

There are a number of major resource companies located throughout the Pilbara region including but not limited to Rio Tinto, Woodside, Atlas Iron and Fortescue Metals Group (FMG) that will utilise the PRWMF. The PRWMF will have the capacity to cater for contaminated wastes that are generated from these operations that require Class IV disposal. The PRWMF will provide a more cost effective and time efficient waste management service and therefore waste generated from these regional resource companies will be a key source of waste for the facility. Recognising this, the Shire previously engaged a number of resource companies through market research and during the 2016 Revised Feasibility Study to understand the potential demand for establishing the PRWMF. This was achieved with consultation with a number of key waste generators including resource companies across the wider Pilbara and Mid-West regions to gather the latest waste generation data and forecasts. The data collected was utilised to prepare waste projections to determine the potential demand for the facility. Therefore, the Shire will continue to engage with these resource companies to further understand their waste management needs and to collect further data on waste types and estimated volumes requiring management now and into the future.

Private Waste Service Providers

Major waste service providers including Cleanaway, North West Alliance / Veolia, Remondis and Suez have been and will continue to be engaged throughout the project. The key objective of engaging with the private waste service providers is to raise broader industry knowledge of the project and obtain input on waste volumes and types. This is particularly relevant in relation to the Class IV waste material that is being generated across the Pilbara region. As a regional facility, the Shire recognises the role that the private waste service providers will fill particularly the identification and haulage of Class IV material from across the North West to the facility. The Shire will also need to determine its preferred service delivery model for the facility and if the private waste sector will be required to provide an operational role at the facility. Through this approach the Shire may be able to obtain expertise in the management of such facilities. The Shire will continue to liaise with key waste service providers as the project progresses particularly at each key phase of the project.

Engagement Methods

The Shire may choose to engage stakeholders and the community through a number of methods as presented in Table 2. The consultation methods will be adopted on an as needs basis and at each key project milestone.

Table 2: Stakeholder and Community Engagement Methods

Method	Description
Advertising - Newspapers	Local and state newspaper advertisements and/or articles
Advertising - News letters	Community or Shire newsletters
Advertising - Radio	Announcements on local radio
Letters	Letters to Stakeholders to provide project information, seek data, request feedback or seek support etc.
Frequent Asked Questions	Provision of answers to commonly asked questions
E mail notifications	Emails to council, community groups and key stakeholders
Information sheets	Information sheets for download from the Shire's website
Meetings	Face to face meetings to discuss the project or obtain further information
Posters	Project information located in public space and Shire facilities and buildings
Website	Project information page
Workshops	Presentations and discussions with key community members

Community Engagement Strategy

Since 2010, the Shire has ensured the community is aware of the need for a new waste management facility. The concept was introduced to the community through numerous workshops held by the Shire over the past years in collaboration with Chevron which outlined the requirement for a new integrated facility to service the needs of the Onslow community and wider Pilbara region.

The Shire has since publicized the project on its website which will continue to be updated as required. The project information page outlines the key objectives of the project, background, funding and project partners, a description of the site and facility, project status, community consultation and contact for further information.

The importance of face to face engagement is recognised by the Shire and therefore a workshop was held in May 2018 to provide and update on the project and obtain feedback. Arising from the workshop was the need for Frequently Asked Questions (FAQs) to address the common questions that were raised by the local Onslow residents. The FAQs are currently being developed and will be accessed on the Shire's website and updated as the project progresses. It is likely additional workshops will be undertaken in the coming months as the project progresses down the approval pathways.

Information posters can also be a useful method for creating general public awareness of projects and specifically targeting people in the community that may not have access to the Shire's website. A poster has been developed to describe the project and provide the details for further information. The poster will be displayed in public area and Shire buildings.

All of the completed and proposed community engagement activities and the timing for implementation are listed in Table 3. The dates are approximate and will remain dynamic in nature as the project progresses. Additional engagement activities may be undertaken particularly following feedback from the consultation methods adopted.

Table 3: Community Engagement

Date	Tool/Activity	Communications/Message
2010 to present	Workshops and media releases	Introduction to the concept of a new waste management facility
18 May 2018	Website project information page	Outline of project
21 May 2018	Workshop	Outline of project, key findings, current status and approval process Discuss the findings of the WTS assessment
Early June	Poster	Brief outline of project to be displayed in the public spaces and the Shire's buildings
Early June	Frequently Asked Questions	Frequently Asked Questions on the project to ensure the answer to the most common community questions are provided
Late June/early July	Workshop	Project update, details and findings of the site investigations and approval pathway

Building Better Regions Fund Requirements

Prior to release of any publicity, announcements and media releases, the Shire must provide a draft to the Building Better Regions Fund (BBRF) events team at least 10 days prior to release to allow time for review and approval. All documents should consider the documents; BBRF Building our Future Print Guidelines and include the BBRF Building our Future Logos.

Key Outcomes of the Community and Stakeholder Consultation Process

Following the implementation of the community and stakeholder engagement process the Shire hopes to achieve the following outcomes:

1. Align with the vision, objective and principles of Council Policy ADM08
2. Increase awareness of the project and its importance to the Onslow community and wider Pilbara region
3. Provide a forum for questions and opportunity express support and/or concerns
4. Obtain feedback on the project
5. Recognise and consider the needs and priorities of the community
6. Consider all community input in key project decisions
7. Ensure all relevant government agencies and stakeholders are kept informed as the project develops
8. Obtain guidance from government agencies throughout the development of the project
9. Facilitate a more efficient approval process
10. Collect further data on waste volumes from the industrial and resource sectors

Pilbara Regional Waste Management Facility

Frequently Asked Questions

1. WHAT TYPE OF FACILITY WILL BE CONSTRUCTED?

The Pilbara Regional Waste Management Facility (PRWMF) is an integrated facility which will provide recycling, treatment and disposal options for both the local Onslow community and regional waste generators. The PRWMF will consist of the following key infrastructure:

- Greenwaste Facility
- Construction and Demolition Waste Recycling Facility
- Liquid Waste Facility
- Class IV landfill
- Tyre dedicated landfill cell

2. WHY IS A NEW FACILITY NEEDED?

The recent economic and social infrastructure developments in Onslow has altered the Shire of Ashburton's (the Shire) previous waste management infrastructure including the closing of the old Onslow landfill and the creation of a Waste Transfer Station to provide temporary waste haulage services to Tom Price. The Shire recognised that a more sustainable and efficient longer term arrangement was required to cater for the waste generated from the local Onslow community. In addition, the Shire also recognised the wider waste management requirements of the expanding resource sectors across the Pilbara particular on industrial and contaminated wastes that currently have limited viable treatment options. Combining both the local and regional requirements at the facility will reduce the overall cost for all users. This recognition and desire for cost savings led to the creation of the PRWMF.

3. WHERE WILL IT BE LOCATED?

The site is approximately 36km south of the town of Onslow. The isolated site is predominantly flat and contains a large sand ridge along the northern boundary of the site which will provide suitable screening to maintain amenity.

4. HOW WAS THE SITE SELECTED?

A site selection process was undertaken utilising best practice siting and design principles. Site selection criteria, constraints mapping and multi-criteria analysis was used to assess approximately twenty sites of interest around the Onslow region. The Site Selection process also included detailed regional flood modelling works to determine impacts on the twenty sites of interest. Arising from these site selection works, the proposed location was determined as the preferred location.

5. WHAT IS A CLASS IV LANDFILL?

A key element of the facility is the Class IV landfill which is a double composite lined cell that can accept up to Class IV waste materials. The double lining system includes a primary barrier and leachate collection system overlaying a leak detection layer. The Class IV landfill will also include a multi layered capping system to encapsulate the waste after filling as well as environmental management systems

for leachate, stormwater and landfill gas. The Class IV will be developed in accordance with best practice landfill guidelines.

6. WHAT IS LEACHATE AND HOW IS IT MANAGED?

Leachate is generated when water contact and percolates through waste materials and through the decomposition of waste within a landfill cell. Leachate can contain a wider range of components that varies depending on the source and age of the waste. Without sufficient management controls, leachate can infiltrate into the soil and groundwater causing contamination. Therefore, to ensure leachate is collected and managed appropriately, the Class IV landfill will incorporate a leachate collection system. The leachate collection system is designed to collect leachate generated within the landfill cells and pump the leachate to a collection pond for evaporation.

7. WHAT ARE BEST PRACTICE LANDFILL GUIDELINES?

The Environmental Protection Authority (Victoria) *Best Practice Environmental Management - Siting, design, operation and rehabilitation of landfills (August 2015)* (referred to as Best Practice Landfill Guidelines) is the key document used to specify the applicable standards for the PRWMF. The key objective of the Best Practice Landfill Guidelines is to provide information on how to avoid or minimise environmental impacts and has been widely adopted for landfill projects across the Western Australia. The Best Practice Landfill Guidelines covers the full lifecycle of landfills and therefore have been utilised on all aspect of the project to date. A key element of environmental protection for landfill facilities is the lining system which is consistent with international best practice standards.

8. WHAT IS CLASS IV WASTE?

Class IV waste is contaminated solid waste that meets specific concentration levels and is permitted be disposed of in a Class IV landfill. Class IV waste is often generated as industrial by-products from the resource sectors. Typical examples of Class IV wastes include:

- contaminated soils – typically hydrocarbon contaminated soils from fuel spills and clean ups
- drilling muds
- oily sludges
- treated timbers
- shutdown, decommission and clean up residues

Due to the concentration levels of Class IV wastes, these materials require specialist treatment prior to disposal Class IV landfill.

9. HOW ARE CLASS IV WASTES CLASSIFIED?

Industrial by-products are classified as Class IV wastes if the concentration levels of various contaminants are within the threshold values as specified within the Department of Water and Environmental Regulation's *'Landfill Waste Classification and Waste Definitions Guidelines 1996 (as amended 2018)*. This is determined following sampling and laboratory analysis of the waste materials, generally undertaken by a qualified environmental scientist.

10. WHAT OTHER WASTE TYPES WILL BE ACCEPTED AT THE PRWMF?

The PRWMF is a modern integrated waste management facility that will accept a wide range of recycling and waste material including green waste, construction and demolition waste, liquid waste, tyres and rubber and general waste. Greenwaste will be stockpiled, mulched and shredded for reuse. Construction and demolition waste will be crushed and screened to form recycled building products. Liquid wastes will be subject to treatment processes such as evaporation and stabilisation. Tyres and

rubber will be baled and buried in a separate dedicated monocell for future potential recycling. General domestic and commercial waste generated from the communities of Onslow will be landfilled.

11. WHERE WILL THE COMMUNITY BRING THEIR WASTE?

The Shire will continue to collect the communities waste through the kerbside collection services. Recycling and Waste drop off services for the community will continue to be provided at the Onslow Waste Transfer Station.

12. WHO CAN DROP WASTE OFF AT THE PRWMF?

Recycling and waste materials will only be accepted from designated and in some instances pre-approved parties. This includes the Shire staff, commercial waste generators, private waste service providers, logistics firms and contractors. The community will not have access to the PRWMF.

13. WHERE IS THE NEAREST SENSITIVE RECEPTOR

The Western Australian Environmental Protection Authority (EPA) stipulates that sensitive land uses are those which are sensitive to emissions from industrial or similar activities which include residential developments, hospitals, schools, shopping centres and some public buildings. The EPA recommended separation distance for a facility similar to the PRWMF is 1km. Due to the isolated location of the site, the nearest sensitive receptors is over 20km away which is well beyond the recommended separation distance.

14. WHAT APPROVALS ARE REQUIRED?

The PRWMF will require a range of environmental, construction and operational approvals. The Shire will refer the project to the Environmental Protection Authority for environmental impact assessment secure a Works Approval to construct the facility and a Licence to operate from the Department of Water and Environmental Regulation. These approvals will specify the relevant construction and operation standards as well as monitoring and reporting requirements. Approval from Main Roads (WA) will also be required to develop the intersection at Onslow Road and the PRWMF.

15. WHAT STUDIES HAVE BEEN UNDERTAKEN?

A range of detailed site surveys and investigations have been undertaken to understand the environmental and social aspects on and surrounding the site and to determine the engineering requirements for the facility. The studies undertaken include:

- Topography surveys
- Geotechnical (soil) investigations
- Hydrogeological (groundwater) investigations
- Regional and local hydrology (flood modelling)
- Flora and fauna assessments
- Aboriginal heritage surveys

All studies to date have returned favourable environmental, social and engineering information that supports the sites suitability for the proposed PRWMF.

16. HOW WILL POTENTIAL IMPACTS TO GROUNDWATER BE MANAGED?

To ensure impacts to the surrounding environment and groundwater are avoided, a variety of engineering and management measures in accordance with the Best Practice Landfill Guidelines. The design of the facility will ensure that a minimum separation distance of 3m from groundwater will be maintained. The landfill cell design will consist of a double composite lining system including a leachate

collection system overlaying a leak detection layer. Regular environmental groundwater monitoring will be undertaken across prior to construction and throughout the lifespan of the facility and post closure.

17. HOW WILL FLOODING BE MANAGED?

Regional and local flood modelling was undertaken to understand the potential impacts to the site from extreme flooding events. A 1:500 storm event over a 72 hour period was modelled for the site which adopts a worst case scenario. To manage surface water and protect the facility from flooding a surface water management system has been designed to include a large levee embankment, surface water ponds and other associated infrastructure. Surface water within the site will be captured within a large attenuation pond to capture sediment which will then be directed into two smaller ponds for evaporation. The levee embankment has been designed to ensure that any surface water or flooding surrounding the facility will not enter the facility. The surface water management system is designed to best practice guidelines and has been designed for a 1:100 year storm event over a 72 hour period.

18. WHO WILL OWN THE FACILITY?

The Shire of Ashburton will be the sole owner of the PRWMF and retain overall responsibility for the facility including financing, approvals, operation, rehabilitation and monitoring.

19. WHO ARE THE PROJECT PARTNERS?

The project has been progressing in partnership with the Western Australian Department of Jobs, Tourism, Science and Innovation (JTSI) and Chevron Australia who, together with the Shire of Ashburton comprise the Project Working Group. Talis Consultants has been working with the Project Working Group providing environmental, engineering and waste consultancy support on the project.

20. HOW IS THE PROJECT BEING FUNDED?

The establishment of the PRWMF is been funded through a variety of means. The Shire hold overall responsibility for the financing of the project and have allocated capital funds to the project. The Shire was successful in obtaining funding for this significant project from the Federal Government through the Building Better Regions Fund. The State Government and Chevron Australia also have committed funding to the project through the Ashburton North State Development Agreement. The initiative to accept waste from both the Onslow community and wider Pilbara region has proven to be a more cost effective approach than establishing a facility to cater solely for the community thereby, significantly reducing the costs to the Shire and Onslow community.

21. WHO WILL OPERATE THE FACILITY?

The Shire will hold overall responsibility for the operation of the facility however, may look to obtain advice and specialist services from private waste service providers.

22. HOW MANY JOBS WILL THE PROJECT PROVIDE?

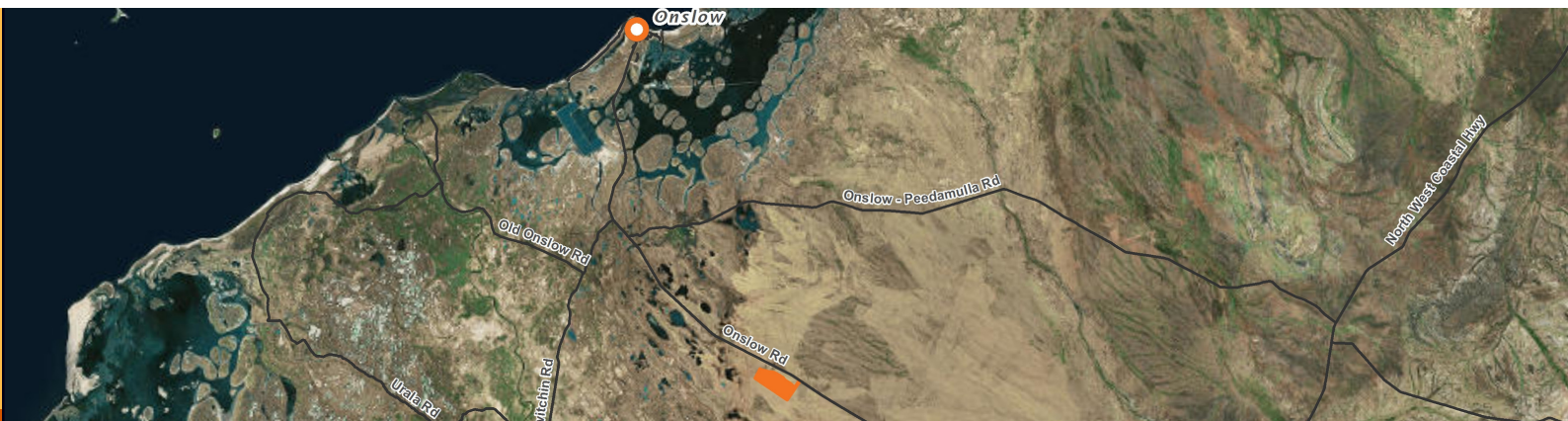
The project will provide new job opportunities for the Town of Onslow as well as the wider Pilbara region including through the construction and operational stages of the project. Based on the capital costs of the facility, it is estimated that 117 jobs will be generated through the construction phase of the facility for a period of 6-9 months. The operation of the facility will provide a number of full time employment opportunities to be based at Onslow. The PRWMF will also have a significant impact on indirect employment with Onslow and the wider Pilbara Region through supporting the resource sectors.

23. WHEN WILL THE PRWMF BE CONSTRUCTED?

It is proposed that construction will commence in approximately May 2019 and be completed by December 2019.

PILBARA REGIONAL WASTE MANAGEMENT FACILITY

SHIRE OF ASHBURTON



WHY IS A NEW FACILITY NEEDED?

The Shire recognised the need for a new modern waste management facility that can meet the needs of the local Onslow community. Recent economic growth across the region has increased industrial waste generation as well as the types of waste arising. This has put significant pressures on the existing waste systems in operation across the Pilbara. Therefore, the facility is not only critical for the Onslow community it is also important on a regional scale.

WHERE WILL IT BE LOCATED?

Following an extensive site selection process, the facility is proposed to be developed within Lot 150 Onslow Road, Thalanyji approximately 36km south of the town of Onslow.

WHAT IS A CLASS IV LANDFILL?

A Class IV landfill is designed to accept a range of waste material including both domestic and industrial waste. Class IV wastes can include drilling muds, industrial by-products and contaminated soils which are generated across the industrial and resources sectors. These materials are classified as Class IV wastes based on the concentration levels as per the Department of Water and Environmental Regulation's 'Landfill Waste Classification and Waste Definitions Guidelines 1996 (as amended 2018).

WHAT ENVIRONMENTAL APPROVALS ARE REQUIRED?

The project will be referred to the Environmental Protection Authority for impact assessment. A works approval and licence from the Department of Water and Environmental Regulation will be required to construct and operate the facility.

WHEN WILL THE PRWMF BE CONSTRUCTED?

It is proposed that construction will commence in June 2019 and be completed by December 2019.

Project Information

The Pilbara Regional Waste Management Facility is an integrated facility which will provide a range of recycling, treatment and disposal options for the Pilbara region. The facility will include the following key aspects:

- Green Waste Facility
- C&D Waste Recycling Facility
- Liquid Waste Facility
- Class IV Landfill
- Tyre and Rubber Monocell

To ensure all environmental impacts are minimised the facility will be designed, constructed and operated to best practice standards in accordance with relevant approvals.

The Shire in partnership with the Department of Jobs, Tourism, Science and Innovation are actively progressing the project. This project is supported by a grant from the Australian Government through the Building Better Regions Fund. The project is also funded through the Wheatstone State Development Agreement.

For further information on the project:
<http://www.ashburton.wa.gov.au/services/waste-management/onslow-waste-management-facility>
 (08) 9188 4445 or kevin.hannagan@ashburton.wa.gov.au