



# Special Council Meeting

## Minutes

### 7 December 2022

#### Open Council Meetings – Procedures

1. All Council meetings are open to the public, except for matters raised by Council under “confidential items”.
2. Members of the public may ask a question at an ordinary Council meeting under “public question time”.
3. Members of the public who are unfamiliar with meeting procedures are invited to seek advice at the meeting. If unsure about proceedings, just raise your hand when the presiding member announces public question time.
4. All other arrangements are in accordance with the Council’s standing orders, policies and decisions of the Council.

**Undersigned**

**Chief Executive Officer**

**Bunbury-Harvey Regional Council**  
Lot 45 Stanley Road, Wellesley  
Western Australia 6233

*Correspondence to:*  
Post Office Box 111  
Australind WA 6233

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### ATTACHMENTS

|                            |   |   |
|----------------------------|---|---|
| <b>Attachment 1</b>        | - | CONFIDENTIAL ITEM CRUSC1 – 07.12.2022               |
| <b>CRUSC1 Attachment 1</b> | - | Confidential Information (CEO Proposal)             |
| <b>CRUSC1 Attachment 2</b> | - | Confidential Information (Draft Dividend Agreement) |



## VISION

To develop, implement and maintain innovative and sustainable waste reduction, recycling and landfilling services while managing waste facilities with best practice standards for the councils of the Wellington Region and beyond.

To provide sustainable waste minimisation, recycling and alternative waste treatment services to an informed community while reducing the environmental impact of waste and maximising the conservation of natural resources through reduced material use and increased resource recovery

## MISSION

To ensure the delivery of an integrated, cost-effective and environmentally sound waste management system and to promote sustainable community programs and policies ensuring that the health, diversity and productivity of the environment is maintained or enhanced for the benefit of future generations.

Reduce the environmental impact of waste and maximise conservation of natural resources through reduced overall material use and increased materials and energy recovery.

## VALUES

### *Excellence:*

To provide best practice facilities and waste services to our community through the development of quality controls and continuous improvements.

### *Leadership:*

Having a clear vision and direction, that engages with key stakeholders and our community.

### *Integrity:*

Acting with a level of trust, respect, honesty, hard work, communication and shared responsibility that is exhibited by its people.

### *Accountability:*

To ensure the collection and management of solid waste and recovered materials in an environmentally sound manner and in accordance with regulatory requirements and the Department of Water and Environmental Regulation licence conditions.

### *Innovation:*

Embrace new and better ways to achieve improved results through creativity, inventiveness and teamwork.

### *Respect*

We value diversity and respect and are committed to work towards integrating the principles of Equal Employment Opportunity and ensure that the work environment is free from harassment and discrimination. We value and respect all members of our community.



# Bunbury-Harvey Regional Council

## Minutes

Minutes of the Ordinary Meeting of the Bunbury-Harvey Regional Council held in the Administration Complex, Stanley Road Waste Management Facility, Lot 45 Stanley Road, Wellesley on Thursday, [Click here to enter a date.](#) at [Click here to enter text.](#)

## Minutes

### 1. Declaration of Opening / Announcement of Visitors

The meeting was declared open by [Click here to enter text.](#) at [Click here to enter text.](#)

These Minutes were confirmed as being true and correct by Council on [Click here to enter a date.](#) by Council Resolution: [Click here to enter text.](#)

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**Cr Tresslyn Smith**  
Chairperson

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**Mr Peter Keane**  
Chief Executive Officer

### 2. Attendances and Apologies

#### 2.1 Attendances

| <b><i>Council Members:</i></b>                       | <b>Representing</b>                       |
|--|---|
| Cr Tresslyn Smith (Chairperson)                      | City of Bunbury                           |
| Cr Wendy Dickinson (Deputy Chairperson)              | Shire of Harvey                           |
| Cr Karen Turner                                      | City of Bunbury                           |
| Cr Dakota Krispyn                                    | Shire of Harvey                           |
| Cr Ben Andrew  | City of Bunbury                           |
| <b><i>Executive Leadership Team (Non-Voting)</i></b> | <b>Representing</b>                       |
| Mr Peter Keane                                       | Chief Executive Officer (BHRC)            |
| Mr Mal Osborne                                       | Chief Executive Officer (City of Bunbury) |
| <b><i>Officers (Non-Voting)</i></b>                  | <b>Representing</b>                       |
| Mrs Taryn York                                       | Council Meeting Support Officer           |
| <b><i>Others(Non-Voting)</i></b>                     | <b>Representing</b>                       |
| Mr Gavin Harris                                      | City of Bunbury                           |

#### 2.2 Apologies

Cr John Bromham, Shire of Harvey  
Ms Annie Riordan, CEO of Shire of Harvey  
Mr Rick Lotznicker, Director of Infrastructure of Shire of Harvey  
Mr Haydn Jones, Manager of Waste & Safety Services of Shire of Harvey

3. **Public Question Time**  
Nil
4. **Summary of Response to previous Questions taken on notice**  
Nil
5. **Applications for Leave of Absence**  
Nil
6. **Confirmation of Minutes**  
Nil
7. **Petitions / Memorials / Presentations**  
Nil
8. **Declarations of Interests**  
Nil
9. **Announcements (by the presiding member without discussion)**  
Nil
10. **Reports of Committees**  
Nil
11. **Reports of Officers**  
Nil
12. **Elected Member motions of which previous notice has been given**  
Nil
13. **Urgent business approved by the person presiding or by decision of the Council**  
Nil
14. **Confidential Business (Meeting Closed to the Public)**

This report is confidential in accordance with section 5.23(2)(d) of the Local Government Act 1995, which permits the meeting to be closed to the public.

A confidential report and recommendation have been circulated to members under a separate cover (Confidential Report CRUSC1).

|                                |  |                                     |                      |                          |
|--------------------------------|--|-------------------------------------|----------------------|--------------------------|
| <b>Applicant / Proponent:</b>  | Internal   |                                     |                      |                          |
| <b>Responsible Officer:</b>    | Peter Keane, Chief Executive Officer               |                                     |                      |                          |
| <b>Executive:</b>              | Peter Keane, Chief Executive Officer               |                                     |                      |                          |
| <b>Authority / Discretion:</b> | Advocacy   | <input type="checkbox"/>            | Review               | <input type="checkbox"/> |
|                                | Executive/Strategic                                | <input checked="" type="checkbox"/> | Quasi-Judicial       | <input type="checkbox"/> |
|                                | Legislative  | <input type="checkbox"/>            | Information Purposes | <input type="checkbox"/> |
| <b>Attachment(s):</b>          | <b>Attachment 1 – “Confidential Report CRUSC1”</b> |                                     |                      |                          |

*Officer Recommendation*

That Council:

Presiding Member Cr Smith declared the meeting was closed to the public at 4:37pm to discuss “**Confidential Report CRUSC1**”.

MOVED BY: Cr Ben Andrew

SECONDED BY: Cr Wendy Dickinson

RESULT: CARRIED /~~LOST~~ 5 / -

RESOLUTION: SC071222-1858

**14.1 CONFIDENTIAL – Extension of Contract for Chief Executive Officer**

|                         |  |                                     |                      |                          |
|-------------------------|--|-------------------------------------|----------------------|--------------------------|
| Applicant / Proponent:  | Internal   |                                     |                      |                          |
| Responsible Officer:    | Peter Keane – Chief Executive Officer                      |                                     |                      |                          |
| Executive:              | Peter Keane – Chief Executive Officer                      |                                     |                      |                          |
| Authority / Discretion: | Advocacy   | <input type="checkbox"/>            | Review               | <input type="checkbox"/> |
|                         | Executive/Strategic  | <input checked="" type="checkbox"/> | Quasi-Judicial       | <input type="checkbox"/> |
|                         | Legislative  | <input checked="" type="checkbox"/> | Information Purposes | <input type="checkbox"/> |
| Attachment(s):          | Confidential CRUSC001 Attachment 1: Proposal for Extension |                                     |                      |                          |

*Officer Recommendation*

That Council:

Is satisfied with the extension conditions of the employment proposed by Peter Keane as Chief Executive Officer as provided in attachment CRUSC001 Attachment 1.

MOVED BY: Cr Wendy Dickinson

SECONDED BY: Cr Dakota Krispyn

RESULT: CARRIED /~~LOST~~ 5 / -

RESOLUTION: SC071222-1859

**14.2 CONFIDENTIAL – Member Council Capping Cost Recovery: Dividend Repayment**

|                         |   |                                     |                      |                          |
|-------------------------|---|-------------------------------------|----------------------|--------------------------|
| Applicant / Proponent:  | Internal  |                                     |                      |                          |
| Responsible Officer:    | Peter Keane – Chief Executive Officer                                     |                                     |                      |                          |
| Executive:              | Peter Keane – Chief Executive Officer                                     |                                     |                      |                          |
| Authority / Discretion: | Advocacy  | <input type="checkbox"/>            | Review               | <input type="checkbox"/> |
|                         | Executive/Strategic   | <input checked="" type="checkbox"/> | Quasi-Judicial       | <input type="checkbox"/> |
|                         | Legislative   | <input checked="" type="checkbox"/> | Information Purposes | <input type="checkbox"/> |
| Attachment(s):          | Confidential CRUSC001 Attachment 2: Draft BHRC Capping Dividend Agreement |                                     |                      |                          |

*Officer Recommendation*

That Council:

- 1) BHRC endorse the repayment of the capping contribution to Member Councils as a dividend repayment in lieu of a formal loan arrangement.
- 2) Council requires the Chief Executive Officer of the BHRC to formally write to the BHRC Member Councils seeking formal endorsement of the alternative funding arrangement in support of the Lined Cell Business Case.

MOVED BY: Cr Dakota Krispyn

SECONDED BY: Cr Karen Turner

RESULT: CARRIED /~~LOST~~ 5 / -

RESOLUTION: SC071222-1860

Presiding Member Cr Smith declared the meeting was opened to the public at 4:37pm.

MOVED BY: Cr Ben Andrew

SECONDED BY: Cr Wendy Dickinson

RESULT: CARRIED /~~LOST~~ 5 / -

RESOLUTION: SC071222-1861

### 15. Next Meeting

The next meeting is scheduled for Thursday, 19 January 2023 at the Administration Complex, Lot 45 Stanley Road, Wellesley, commencing at 4:15pm.

### 16. Close of Meeting

The Presiding Member declares meeting closed at 4:39pm.

UNCONFIRMED