

Minutes

ORDINARY COUNCIL MEETING (OC 03/21)

3 June 2021
Commenced at 5:30 pm

Town of Claremont
327 Stirling Highway
Claremont

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1. DECLARATION OF OPENING

The Chairman welcomed the attendees and declared the meeting open at 5.33 PM.

2. RECORD OF ATTENDANCE AND APOLOGIES

Councillors

Cr. C Hohnen	Chairman	Shire of Peppermint Grove
Cr. B Haynes	Deputy Chairman	Town of Claremont
Cr. S Stroud	Member	City of Subiaco
Cr. P Shaw	Member	Town of Mosman Park
Cr. P MacFarlane	Member	Town of Cottesloe

Staff

Mr. S Frodsham	Chief Executive Officer	WMRC
Ms. A Bell	Manager Finance & Governance	WMRC
Mr. P Engel	Manager Operations	WMRC
Ms. L Eustance	Manager Communications & Education	WMRC
Ms. E Mickels	Customer Service & Finance Officer	WMRC

Leave of Absence

Nil

Visitors

A. Conway	Partner	Jones Day
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Observers

S. Franklyn	Deputy Member	Town of Claremont
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Apologies

None

3. DISCLOSURES OF INTERESTS

Nil

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5. PUBLIC QUESTION TIME

Note: public questions were heard immediately prior to discussion of item 10.7 to allow all WMRC Councillors to be present. The meeting proceeded behind closed doors immediately after public question time at 6:44pm.

Cr Kelly – Is the litigation with DiCOM still underway?

CEO- There are still some outstanding legal matters to be settled. We are currently under a standstill agreement in the courts to enable these matters to be settled.

Cr Kelly – Is it envisaged that the facility will remain on site and will there be a relationship with WMRC?

CEO – The settlement envisages the facility remaining and the relationship becoming that of landlord and tenant on commercial terms.

Cr Kelly – As the waste to energy tender included a waste supply contract, why can't Member Council Councillors see it before you agree to it? What elements have been changed from the original?

CEO- The contract is between WMRC and the proponent. Neither tenderer proposed any significant changes from the original contract.

Cr Kelly – Is there any capital expenditure liability on the WMRC from the waste to energy contract?

CEO – No, apart from the case of capital expenditure imposed by legislative change. WMRC's exposure is limited by both a 25 percent cap and its approximate 3 percent share of waste receipts at the plant.

Cr Kelly – as the plant is still two years from completion, why is there urgency to sign now?

CEO – There is more suitable waste available in the Perth metropolitan area than these two plants can process. Three of the five metropolitan Regional Councils have already signed waste to energy contracts. We expect gate fees to rise substantially with the announcement of increases in the waste levy we expect to apply as soon as 1 July 2022.

Mayor Pollock – WMRC's transport technology is very old, is it still efficient?

CEO – WMRC investigated options to either refurbish or replace its existing waste transfer system. Refurbishment was chosen as site space constraints mean that WMRC could not realise the full benefit of a replacement system without major civil works.

Mayor Pollock – We were given an assurance in the past that no new agreements would be signed by the WMRC unless we had examined them. Please defer this one as we have not seen it.

CEO – Noted

Cr Stroud – there have been updates, briefings and consultation on this matter on many occasions and CEOs have been able to view the contract since last week.

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7. PETITIONS, APPROVED DEPUTATIONS AND PUBLIC STATEMENTS

Nil

8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

Moved: Cr Haynes Seconded Cr Stroud
Confidential Item 16.1 and item 10.7 to be heard out of sequence.

CARRIED 5/0

Moved: Cr Stroud Seconded: Cr Haynes
That the meeting proceed behind closed doors in accordance with Sections 5.23(2) (c)(d)(e) of the Local Government Act 1995.

CARRIED 5/0

The meeting proceeded behind closed doors at 6.44 PM.

Moved: Cr Haynes Seconded: Cr MacFarlane
That the meeting resume in open session

CARRIED 5/0

The meeting resumed in open session at 8.09 PM.

A. Conway left the meeting at 8.09

The Chairman read aloud the resolution which was made behind closed doors.

Moved: Cr Haynes Seconded Cr Shaw

RESPONSIBLE OFFICER RECOMMENDATION AND COUNCIL RESOLUTION
16.1.1 The DiCOM Confidential Progress Report of 27 May 2021 be noted.

CARRIED 5/0

9. CONFIRMATION OF PREVIOUS COUNCIL MINUTES

9.1 CONFIRMATION OF PREVIOUS ORDINARY COUNCIL MEETING MINUTES

Minutes of the previous Ordinary Council Meeting held on 1 April 2021 were circulated earlier under separate cover. A copy of the minutes is at Attachment 9.1A.

Moved: Cr Haynes Seconded Cr McFarlane

RESPONSIBLE OFFICER RECOMMENDATION AND COUNCIL RESOLUTION

9.1.1 Council accepts the minutes of the previous Ordinary Council Meeting held on 1 April 2021 as a true and accurate record of proceedings.

CARRIED 3/0

10. REPORTS OF COMMITTEES AND OFFICERS

10.1 SAFETY MANAGEMENT AND OPERATIONS REPORT

Responsible Officer:	Manager Operations
Date:	27 May 2021
Attachment:	Attachment 10-1A Waste Tonnes

SUMMARY

This report covers risk and safety management related topics as well as operational updates of waste management, transfer station and recycling operation.

BACKGROUND

Managing health and safety while we introduce new operational procedures to offer best transport efficiencies and all-encompassing recycling solutions for residents.

DETAIL

Accidents and Incidents

One incident occurred on 20 May 2021: A contractor came to site with truck and trailer to collect mattresses for recycling. The truck was manned with two people. When the truck driver tried to position the truck close to the mattresses it hit our e-waste collection cages and sorting table. The truck left site in a hurry without communicating and reporting the incident. The incident was recorded by CCTV and an incident report was submitted on the same day. Remedial action has

been taken by Manager Operations and will be discussed with staff at next fortnightly toolbox meeting.

Safety Actions

- Fortnightly Toolbox Meetings at the Recycling Centre
- Quarterly Safety Site Inspection coming up in June
- Upgrade of CCTV for the transfer station tipping floor and the silo storage area confirmed. Installation is scheduled for June.
- HHW training for new casual staff and Manager Operations
- Traffic management at green waste yard – separate stockpiles have been established for GO bin waste and verge greenwaste; and the area closed off while loader operations are in progress.

West Metro RC Staffing

We hired two new part time casuals on flexible hours and trained both on the weighbridge office duties operating the weighbridge software, eftpos and communicating with residents. The new casuals may be scheduled anywhere from 3 to 7hrs per day.

Site supervisor George Fowler resigned on Tuesday 18 May 2021. We are currently assessing the potential, experience, and skills of existing staff members before we are deciding on a replacement site supervisor. In the meantime, Manager Operations is supervising daily site operations until arrangements are decided upon.

New and Changed Services

- E-waste drop-off for residents are now sorted in six different categories by RC staff
- The RC will encourage residents and commercial customers to separate cardboard and metal into dedicated cages in the bulk waste drop off area.
- We removed community recycling hubs for HHW from two commercial locations at Bunnings Subiaco and Bunnings Claremont. Both locations have predominantly been used commercially.

Current projects and new Procurement

- Four of the five ordered waste silos have been fabricated, sandblasted, painted. We expect to have the first set of silos with WMRC logos ready for business by mid-June.
- The delivery of the cardboard compactor from NSW is now scheduled for 20 July 2021.
- We are now sourcing critical parts for the safe and reliable operation of our waste transfer system direct from NCH, the Netherlands-based OEM which originally supplied and installed our compactor, truck hoists and silos.
- We are currently conducting trials to utilize existing equipment and widen our scope as transfer station to potentially include kerbside recyclables (yellow-lid bin).
- We withdrew the Mitsubishi prime mover from auction as there is a good chance that we are going to need it in handling FOGO waste.

CONSULTATION

Nil

REPORT IMPLICATIONS

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

This report relates to all six Key Strategies as set out in the WMRC Strategic Community Plan.

COMMENTS

Nil

VOTING REQUIREMENT

Simple majority

Moved: Cr Haynes Seconded Cr MacFarlane

RESPONSIBLE OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

10.1.1 The Safety Management and Operations Report be noted

CARRIED 3/0

Cr. Stroud joined meeting at 5.45 pm

10.2 FINANCIAL STATEMENTS

Responsible Officer:	Finance & Governance Manager
Date:	25 May 2021
Attachment 10.2A:	March Accounts
Attachment 10.2B:	April Accounts

SUMMARY

This report serves as a monthly summary of the Council's operating financial position. Its primary purpose is to allow Councillors to be able to track budgeted figures to actual outcomes throughout the financial year.

BACKGROUND

Local Government (Financial Management) Regulation 34 requires monthly financial activity statements to be presented to Council. A Statement of Financial Activity is the minimum requirement and must contain:

- annual budget estimates
- monthly budget estimates
- monthly actual expenditure, revenue, and income
- material variances between comparable amounts
- the net current assets at month end

The above information is to be supported with an explanation of material differences, and an information regarding net current assets. Each year, Council is to adopt a percentage or value to be used for material variance reporting. At its Ordinary Council Meeting of 2 February 2021, Council resolved to adopt a 10% value for reporting material variances. Accordingly, variances of 10% or more between actual and budgeted monthly figures are accompanied with explanatory notes.

DETAIL

Statements of Financial Activity are made up of the Statement of Comprehensive Income, Statement of Financial Position, and Statement of Cashflows. These are supported by the Statement of Net Current Assets, Statement of Reserves, ratio data, income by customer, expenses by supplier, and expenses by department. Monthly Management Accounts are presented at **Attachments 10.2A and 10.2B**:

- For March 2021, WMRC had an operating deficit of \$186,199 compared to a budgeted deficit of \$160,529 with a negative variance of \$25,670.
- For April 2021, WMRC had an operating deficit of \$201,543 compared to a budgeted operating deficit of \$173,507 with a negative variance of \$28,036.
- As of 30 April 2021, Council had a provisional operating surplus of \$48,322 compared to a budgeted operating surplus of \$107,041 with a negative variance of \$58,719.
- As of 30 April 2021, revenue for the year-to-date is on budget and expenses are 1% over budget.

Note that the Reserve Fund drawdowns are now recognised in the Statement of Financial Position as a movement in Equity and not as budgeted as a Non-operating Grant, Subsidy and Contribution.

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulation 34

CONSULTATION

None

REPORT IMPLICATIONS

Policy Implications

The Council's financial reporting is prepared in accordance with Council Policy: Finance. These are reviewed annually or as required to ensure compliance with legislative and statutory obligations.

Financial Implications

The report represents the financial position of the Council.

Strategic Implications

Strategic action 5 in the Strategic Community Plan is to develop a strong and capable organisation.

COMMENTS

None

VOTING REQUIREMENT

Simple majority

Moved: Cr Haynes Seconded Cr Hohnen

RESPONSIBLE OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

10.2.1 Council note the financial statements for the months of March and April 2021.

CARRIED 4/0

10.3 CREDITOR AND DEBTOR PAYMENTS

Responsible Officer:	Manager Finance and Governance
Author:	Customer Service and Finance Officer
Date:	24 May 2021
Attachments:	10.3A March Payments 10.3B April Payments 10.3C Debtors Payments

SUMMARY

The schedule of accounts paid for March and April 2021 is attached for the endorsement of Council. The schedule of debtors as of 25 May 2021 is attached for receipt by Council.

Please note a small administration oversight. There was a discrepancy between the payment total listed in items 10.3 and the figures listed in the attachments for the July, August, September and October 2020 agendas. The correct figure was as listed in the attachment but unfortunately the item was not updated in the item prior to publication of the agendas. The correct figures are listed in recommendation 10.3.2 below.

BACKGROUND

Nil.

DETAIL

Nil.

STATUTORY ENVIRONMENT

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

CONSULTATION

Nil.

REPORT IMPLICATIONS

Policy Implications

Nil.

Financial Implications

Nil.

Strategic Implications

This is aligned to strategic actions as follows:

Key Strategy 1: Achieve a comprehensive, cost effective waste management service across the region.

Key Strategy 5: Develop a strong and capable organisation – Deliver responsible financial management.

COMMENTS

Nil.

VOTING REQUIREMENT

Simple majority.

Moved: Cr Haynes Seconded Cr MacFarlane

RESPONSIBLE OFFICER'S RECOMMENDATIONS AND COUNCIL RESOLUTION

10.3.1 Council endorse the schedule of accounts paid of \$429,178.84 and \$570,103.04 for the months of March and April 2021 respectively.

10.3.2 Council note that the expenditure for July, August, September and October 2020 was \$630,870.64, \$369,804.06, \$556,354.44 and \$511,393.19 respectively.

10.3.3 Council receive the schedule of Debtors outstanding at May 25, 2021.

CARRIED 4/0

10.4 MINUTES OF CEOAC MEETINGS

Responsible Officer:	Manager Communications and Education
Date:	22 May 2021
Attachment:	10-4A – Confirmed minutes 18 March 2021 10-4B - Unconfirmed minutes 20 May 2021

SUMMARY

This item presents the confirmed minutes of the 18 March CEOAC meeting and the draft minutes of the 20 May CEOAC meeting for confirmation and reception respectively.

BACKGROUND

The unconfirmed minutes of the 18 March CEOAC meeting were presented at the April OCM; and confirmed at the 20 May CEOAC meeting as a true and proper record of the meeting. They are presented here for reception (Attachment 10-4A).

The unconfirmed minutes of the 20 May CEOAC meeting are presented here for reception (Attachment 10-4B)

DETAIL

All CEOAC recommendations at the 20 May meeting were unanimous. There was addition to the officer recommendation discussing the WMRC performance review. The CEOs indicated that there was not sufficient information on the allocation of the fixed fee and WMRC overheads between WMRC activities:

4.3.1 The WMRC CEO and member(s) of the WMRC management team meet with interested CEOs prior to the next CEOAC meeting to discuss and clarify the allocation of overheads.

STATUTORY ENVIRONMENT

The CEOAC is constituted as a committee without delegated authority under the Local Government Act 1995 5(2).

CONSULTATION

Nil

REPORT IMPLICATIONS

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

This item relates to Key Strategy 5 – Develop a strong and capable organisation - in the WMRC Strategic Community Plan.

COMMENTS

Nil

VOTING REQUIREMENT

Simple majority

Moved: Cr Stroud Seconded Cr Hohnen

RESPONSIBLE OFFICER'S RECOMMENDATIONS AND COUNCIL RESOLUTION

10.4.1 Council receive the confirmed minutes of the 18 March 2021 CEOAC meeting.

10.4.2 Council receive the unconfirmed minutes of the 20 May 2021 CEOAC meeting.

10.4.3 The WMRC Management Team clarify the overhead allocations to the CEOs prior to the next CEOAC meeting.

CARRIED 4/0

10.5 2021-22 FEES AND CHARGES

Responsible Officer:	Manager Finance & Governance
Date:	27 May 2021
Attachment:	Attachment 10.5A Fees and Charges

SUMMARY

To consider the fees and charges for the 2021/22 financial year.

BACKGROUND

Fees and Charges should be adopted before the Annual Budget, as they form part of the information on which the Annual Budget is based.

DETAIL

The entire schedule of Fees and Charges, including Commercial and Other Fees and Charges, is included at Attachment 10.5A Fees and Charges 2021-2022.

New Fees

A new charge for the acceptance of Construction and Demolition Waste on a volume basis is required. Three charges for the volumes of 0.5m³, 1.0m³ and 2.0m³ are consistent with the volumes accepted for bulkwaste and greenwaste.

STATUTORY ENVIRONMENT

Section 6.2 of the Local Government Act 1995 requires that not later than 31 August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, (by Absolute Majority) in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the next following 30 June.

Section 6.16 of the Local Government Act 1995 permits the imposition of fees and charges when adopting the annual budget or during the financial year via an Absolute Majority decision of Council.

CONSULTATION

Nil

REPORT IMPLICATIONS

Policy Implications

Nil

Financial Implications

The fees and charges seek to clearly show the financial effects that will impact on Member Councils for the 2021-22 year.

Strategic Implications

In recent years, the WMRC has been aggressively pursuing reductions in Gate Fees for its Member Councils. Our fees and charges are aligned with the following Key Strategies:

1. Achieve a comprehensive, cost effective waste management service across the region
2. Increase the number of Councils, businesses and people using our services
5. Develop a strong and capable organisation.

COMMENTS

Nil

VOTING REQUIREMENT

Absolute majority

P. Shaw joined meeting 6.01 PM

Moved: Cr Haynes Seconded Cr MacFarlane

RESPONSIBLE OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

10.5.1 Council by absolute majority pursuant to section 6.16 of the Local Government Act 1995, to adopt the Fees and Charges included as Attachment 10.5A.

CARRIED 5/0

10.6 ANNUAL BUDGET 2021-22

Responsible Officer: Finance & Governance Manager

Date: 26 May 2021

Attachment: 10.6A Annual Budget 2021-22

SUMMARY

This report is to consider the adoption of the WMRC Annual Budget 2021-22.

BACKGROUND

The annual budget was prepared to include information required by the Local Government Act 1995, Local Government (Financial Management) Regulations 1996 and Australian Accounting Standards.

DETAIL

The new financial model, adopted by council at the December 2018 OCM (item 10.8), provided for the majority of overhead costs to be shared by Member Councils on a population basis; leaving variable costs to be met by gate fees. Commercial fees and charges include a contribution to overheads. This arrangement provides for greater financial certainty for both WMRC and Member Councils.

Member Council contributions to overheads first applied from 1 January 2019. Contribution levels were unchanged in the 2019-20 budget and reduced by \$50,000 in the 2020-21 budget. The 2021-22 budget further reduces the Member Council contributions by \$100,000. The reduction stems from cost savings achieved by WMRC and increasing operating revenues from commercial customers, participating councils and the general public.

2021-22 Budget Summary

Summary	Revised Budget 2020-21	Budget 2021-22	Variance
<u>Revenue</u>	3,572,947	4,296,528	20%
MC contributions	1,865,211	1,765,211	-5%
PC Contributions	79,012	95,440	21%
Total	5,517,169	6,157,179	12%
<u>Expenses</u>			
Administration and legal	1,057,170	1,065,747	1%
Operations	4,229,175	4,596,896	9%
Comms and Ed	433,506	403,917	-7%
Governance	71,563	70,228	-2%
Total	5,791,415	6,136,789	6%
Asset Sales	6,491	58,547	802%
Net Position	(274,245)	78,938	-129%

2021-22 Income Summary

Major Income	Revised Budget 2020-21	Budget 2021-22	Variance
Fees & Charges	2,942,433	3,065,021	4%
FOGO	-	383,333	
Verge Valet	481,912	784,361	63%
Members Fixed Contribution	1,865,211	1,765,211	-5%
Participating Members Contribution	79,012	95,440	21%
Other revenues	148,601	63,813	-57%
Total	5,517,169	6,157,179	12%

2021-22 Expenditure Summary

Major Expense	Revised Budget 2020-21	Budget 2021-22	Variance
Salaries	1,789,300	1,591,268	-11%
Landfill	174,000	173,000	-1%
Haulage & Processing	2,242,272	2,241,974	0%
Insurance	54,956	58,803	7%
Greenwaste	184,024	190,624	4%
Verge Valet	435,287	747,305	72%
FOGO	-	245,667	
Other	1,346,862	1,881,119	40%
Total	5,791,415	6,136,789	6%

Capital Expenditure

Items of Capital Expenditure, as shown in the budget, are proposed to be funded from the Development Reserve funds. Of the items listed, \$200,000 is to replace assets that have now come to the end of their useful lives and \$85,000 is for new items which will allow the WMRC to better serve Member Councils and the residents of our catchment area.

Variance Reporting

Each year Council is required to adopt a percentage or value to be used in statements of Financial activity for reporting material variances, as required by Clause 34(5) of the *Local Government (Financial Management) Regulations 1996*. At its Council Meeting held on 2 February 2021, Council adopted a variance threshold of 10%. A continuation of a material variance threshold of 10% is recommended for the 2021-22 financial year.

Reserves

The Annual Budget 2021-22 includes a net movement of \$275,225 in Reserve Fund Transfers. The balance of reserve funds at 30 June 2022 is forecast to be \$702,290.

Salaries & Wages

The budget includes provision for a modest 1.5% CPI-based pay increase as from 1 July 2021.

STATUTORY ENVIRONMENT

Section 6.2 of the Local Government Act 1995 requires that not later than 31 August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, (by Absolute Majority) in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the next following 30 June.

Section 6.16 of the *Local Government Act 1995* permits the imposition of fees and charges when adopting the annual budget or during the financial year via an Absolute Majority decision of Council.

The Local Government (Financial Management) Regulations 1996 details the form and content of the budget. The 2021-22 budget as presented is considered to meet annual requirements.

CONSULTATION

Nil

REPORT IMPLICATIONS

Policy Implications

Councillor Fees, Allowances and Reimbursements are consistent with the requirements of Band 4 of the Salaries and Allowances Tribunal 'Determination of Fees, Allowances and Expenses for Local Government Elected Council Members'

Financial Implications

The proposed member Council fees and charges plus the direct contribution will impact on member Council finances for the 2021-22 year.

The 2021-22 Budget provides for the following income and expenditure:

Member Council Contributions	\$ 1.76 million
Operating Revenue	\$ 4.25 million
Operating Expenditure	\$ 6.16 million
Capital Expenditure	\$ 0.28 million.
Reserve funds to fund operational deficit	\$ 0

Strategic Implications

The development of the Annual Budget 2021-22 is in line with Key Strategy 1 - Achieve a comprehensive, cost effective waste management service across the region.

COMMENTS

This budget reflects the substantial turnaround in the WMRC's business that has occurred over the past three years.

The forecast modest surplus is especially welcome considering the loss of \$1.2m in 2017-18. Losses have been progressively reduced in the years since on the back of reduced costs and increasing revenues.

The budget also reflects the success of the roll-out of WMRC's new strategic plan which centres on reducing average costs and generating economies of scale through extending waste management services across our west central metropolitan catchment area; and the success of Verge Valet™ as an innovative, efficient and popular new approach to bulk waste verge collection.

VOTING REQUIREMENT

Unanimous

Moved: Cr Stroud Seconded Cr Shaw

RESPONSIBLE OFFICER'S RECOMMENDATIONS AND COUNCIL RESOLUTION

- 10.6.1 Council, pursuant to section 5.98 and 5.99 of the Local Government Act 1995 and regulation 33 and 34 of the Local Government (Administration) Regulations 1996, adopt annual fees and allowances for payment of elected members.**
- 10.6.2 Council, pursuant to regulation 34(5) of the Local Government (Financial Management) Regulations 1996, and AASB 1031 Materiality, adopt the level to be used in statements of financial activity in 2021-22 for reporting material variances being 10%.**
- 10.6.3 Council, pursuant to the provisions of section 6.2 of the Local Government Act 1995 and Part 3 of the Local Government (Financial Management) Regulations 1996, adopt the Municipal Fund Budget as contained in Attachment 10.6 for the 2021-22 financial year which includes the following:**
- (a) Statement of Comprehensive Income by Program
 - (b) Statement of Comprehensive Income by Nature and Type
 - (c) Statement of Cash Flows.
 - (d) Notes to and forming part of the Budget.

CARRIED 5/0

10.7 WASTE TO ENERGY TENDER

Responsible Officer:	Chief Executive Officer
Date:	26 May 2021
Attachment:	Confidential 10-7A Summary Key Terms Confidential 10-7B Waste Supply Agreement (hardcopy only)

SUMMARY

This report updates Council on the progress in award of a Tender for Recovery of Energy from Residual Waste (RFT01-2020); and recommends award of the Tender to East Rockingham Waste to Energy (ERWtE).

We have used legal advisers Jones Day through all stages of the RFT and subsequent negotiations with the preferred tenderer, ERWtE. Adam Conway of Jones Day will attend the meeting to brief Council on key terms of the Waste Supply Agreement, and answer any questions arising.

BACKGROUND

Following a Request for Tender for these services which opened on 10 June 2020 and closed on 13 July 2020, Council on 3 December 2020 appointed ERWtE to preferred tenderer status pending successful negotiation of the Waste Supply Agreement. At the OCM of 4 February, Council confirmed this position, noted the result of the review of the procurement process, delegated the CEO to negotiate minor variations to the contract and resolved to bring the final decision to a Special Council Meeting. This last point is no longer necessary.

DETAIL

Negotiations through our Jones Day legal team have progressed to the point where all outstanding matters have been agreed. The key terms of the Waste Supply Agreement are summarised in the Confidential Attachment 10-9A and the Waste Supply Agreement is attached at Confidential Attachment 10-9B. Please note that as of the date of this report, we are still awaiting the final confirmation of ERWtE's financiers' agreement through the Financiers Side Deed. We do not anticipate that this will have any impact on the Waste Supply Agreement. The intent, scope and commercial terms of the agreement remain unchanged from those as presented to Council at OCM 3 December 2020.

The intent and scope of the Waste Supply Agreement have been discussed at CEOAC meetings since the initial stages of preparation of tender documents. The key commercial terms of the Waste Supply Agreement were presented to and discussed in detail with CEOAC at its March 2021 meeting.

We provided two briefing sessions on the Waste Supply Agreement for Member Council Elected Members and staff on 20 May 2021.

The proposed Waste Supply Agreement provided at Confidential Attachment 10-9B was made available to Member Council CEOs for viewing at the WMRC offices as from 27 May 2021.

STATUTORY ENVIRONMENT

Local Government Act 1995 (3.57)

Local Government (Functions & General) Regulations 1996

Local Government (Administration) Regulations 1996

CONSULTATION

WMRC Lawyers (Jones Day)

REPORT IMPLICATIONS

Policy Implications

Nil at this stage

Financial Implications

This decision relates to future years' funds and will be fully incorporated into budgets for those years and into the Long Term Financial Plan.

Strategic Implications

This tender will contribute to the following key strategies:

1. Achieve a comprehensive, cost-effective waste management service across the region
2. Increase the number of Councils, businesses and people using our services
3. Divert waste from landfill by making material and energy recovery available

COMMENTS

Nil

VOTING REQUIREMENT

Absolute majority

The following recommendation lapsed for want of a mover and seconder.

RESPONSIBLE OFFICER'S RECOMMENDATION

- 10.7.1 That Council award Request for Tender 01-2020 Receipt of Residual Waste for Energy Recovery to East Rockingham Waste to Energy on the terms of the Waste Supply Agreement.
- 10.7.2 That the WMRC Chairman and CEO are authorised to execute the proposed Waste Supply Agreement with East Rockingham Waste to Energy.
- 10.7.3 That Council by awarding this contract at this meeting rescinds Resolution 10.6.4 of the OCM of 4 February 2021.

Procedural motion

Moved: Cr Haynes Seconded Cr Shaw

To defer this item

LOST 2/3

Procedural Motion

Moved: Cr Haynes Seconded: Cr MacFarlane

To move to the next item of business

CARRIED 5/0

10.8 SERVICE COSTS FOR MEMBER COUNCILS

Responsible Officer:

Chief Executive Officer

Date:

27 May 2021

none

SUMMARY

Amongst member councils there has been some confusion as to the effects of the mixed fee model on costs. This paper sets out how total WMRC charges to member councils have decreased since 1 July 2018.

BACKGROUND

Until 31 Dec 2018, WMRC met all costs through gate fees. Gate fees for both member councils and commercial customers covered both fixed and variable costs. In this way fixed costs attributable to member councils were shared amongst member councils on a waste generated basis.

On 1 Jan 2019, WMRC switched to a mixed fee model for member councils. The share of fixed fees attributable to member councils that had been recovered in gate fees was instead met by fixed fee contributions shared amongst member councils on a population basis. With member councils share of fixed costs covered by contributions billed on 1 Jan and 1 Jul each year, gate fees for member councils were reduced to a level sufficient to cover marginal costs (i.e. only the cost of haulage and treatment or disposal).

Beginning in July 2018, WMRC embarked on a root and branch review of its costs, with the aim of lowering costs and gate fees for member councils. WMRC first focussed on the principal areas of expenditure which were:

- general waste disposal

- salaries and wages
- green waste processing
- waste haulage
- bulk waste disposal
- consultancy costs

DETAIL

Member council costs

The following table sets out the total costs billed to four member councils have decreased in the two-year period 1 July – 31 December of 2018 and 2020.

The Town of Cottesloe is not included in the table as in 2018 WMRC was only receiving its residual waste whereas in 2020 WMRC was also receiving the Town's GO bin waste and its bulk verge waste. A comparison between the two periods for Cottesloe will require some substantial adjustments to be made.

Council	Charge	1 Jul–31 Dec 2018	1 Jul–31 Dec 2020
Mosman Park ¹	Gatefees	\$393,051	\$140,833
	Fixed cost	\$0	\$180,568
	Total	\$393,051	\$340,309
Claremont	Gatefees	\$485,984	\$218,805
	Fixed cost	\$0	\$212,297
	Total	\$485,984	\$431,102
Peppermint Grove	Gatefees	\$120,638	\$53,269
	Fixed cost	\$0	\$34,326
	Total	\$120,638	\$87,595
Subiaco ²	Gatefees	\$771,030	\$418,977
	Fixed cost	\$0	\$341,891
	Total	\$771,030	\$760,868

Note:

1. Bulk waste collection costs excluded
2. Subiaco has not yet implemented a 3rd GO Bin, so not yet realising the full benefits of WMRC's low greenwaste gate fee (\$40 per tonne) compared with general waste fee (\$145 per tonne).

Improving financial performance

Reduced costs for member councils have been achieved through savings accruing from:

- Contributions to overheads from increasing levels of business from neighbouring non-member councils and commercial sources.
- Effective procurement by WMRC resulting in reduced disposal, haulage and waste treatment costs

- Administrative efficiencies
- Reductions in other costs including consultancies and rent.

A clear indication of WMRC’s success in reducing costs while improving services and a better bottom line – achieved with no increases in fees and charges – is shown in the following table.

Year	WMRC annual loss
2017-18	\$1,182,858
2018-19	\$796,968
2019-20	\$449,965
2020-21 (budget)	\$274,245

STATUTORY ENVIRONMENT

Nil

CONSULTATION

Nil

REPORT IMPLICATIONS

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

This matter relates to the WMRC Key Strategies of:

- Achieve a comprehensive, cost effective waste management service across the region.
- Develop a strong and capable organisation.

COMMENTS

Any other matters of relevance

VOTING REQUIREMENT

Simple majority

Moved: Cr Haynes Seconded Cr Shaw

RESPONSIBLE OFFICER’S RECOMMENDATION AND COUNCIL RESOLUTION

10.8.1 The CEO complete the comparison of costs for Member Councils between 2018 and 2020 and provide the results to CEOAC at its July meeting.

CARRIED 5/0

11 INFORMATION BULLETINS

11.1 COMMUNICATIONS AND EDUCATION UPDATE

Responsible Officer:	Manager Communication and Education
Date:	24 May 2021
Attachment:	11-1A Bin Tagging Report Executive Summary

SUMMARY

An information item detailing Communications and Education team activity for the period

BACKGROUND

The Communications and Education team's role includes corporate communications and marketing, community waste education, member council staff support and waste strategy/policy advisory/advocacy services.

Contents include

1. Bin tagging 2021
2. Clean green bins
3. Waste plans
4. FOGO transition
5. Community Education activities
6. Schools Program relaunch
7. Volunteer Program development
8. Media Content

DETAIL

1. Bin tagging 2021

This project was completed successfully in May 2021 in Mosman Park and Claremont. Results showed necessary education focus areas. Disappointingly only a third of all recycling bins were without any contamination and the most frequent contamination in these bins was soft/flexible plastic. Up to 20% of the general waste bins contained recyclables. GO bins were much cleaner with less than 2% of them heavily contaminated. The project was undertaken in significantly fewer staff hours than previously as data was input electronically in the field for the first time. The Executive Summary is at Attachment 11-1A, the full report is available on request.

2. Clean Green bins

This project continues as a collaboration between WMRC, Member Councils and collection staff with the aim of safeguarding our low GO bin processing price and dealing with contamination as close to source as possible. Where possible we are tracking contamination back to the source households and contacting them. In addition, WMRC has allocated staff to pick contamination from the green waste pile and is making operational improvements onsite.

3. Waste Plans

All Member Councils and WMRC now have DWER approved Waste Plans. The first formal reporting period will be the 2021-22 financial year, with reports due in October 2022. The implementation portions of the plans are being used as a template for regular discussions with Member Council officers in order to document progress.

4. FOGO Transition

The Project Control Group met for the first time and members were brought up to date with issues involved. Two early issues to clarify include the importance of up-to-date bin and resident data, and the necessity for an understanding of the changeover across the Member Councils. WMRC remains available to brief staff and/or Elected Members on developments. There is a possibility that Town of Cottesloe may be a pilot council for the transition.

5. Community Education Activities



Subi Square Pop-up Waste Education Stall – April/May 2021



Wednesday 12 May Tour of SMRC's Regional Resource Recovery Centre with 20 attendees.



Cambridge Wardrobe Refresh – May 2021. Assisted at this highly successful event

A West Metro Recycling Centre Tour + Workshop for Community Members will occur in June. Planning is underway for the 21-22 Financial Year.

6. Schools Program relaunch

The team held a successful trial of WMRC Be a GREAT Sort games with Year 9 PLC students. As the games were initially designed for Primary School students, it is pleasing to see that they are suitable for an older age group.



7. Volunteer Program development

Eight volunteers have registered through the WMRC website. Four volunteers have registered through the Volunteering WA website. Volunteer shifts are scheduled at the Recycling Centre for the third Saturday every month. Volunteer site induction and training is scheduled for June.

8. Media Content

8.1 Print Media

The WMRC has featured regularly in The Post over the last 6 weeks. Below are a collection of paid and unpaid features and adverts relating to WMRC activity.

Post - articles:

Waste deal could save Mosman millions

By DAVID HUDLESTON

Mosman Park ratepayers could be saved hundreds of dollars a year in rubbish collection fees if the council pulled out of the Western Metropolitan Region Council (WMRC), Palmerston Street resident Kim Gorry says.
On Tuesday night Mr Gorry

told councillors waste disposal costs for the past three years had ranged from \$712,000 to \$776,000.
"In December 2020, I attended a WMRC meeting here in Mosman Park and questioned our waste disposal costs," he said.
"The answers provided by the WMRC were vague at best.
"The analysis of all the disposal costs over the last four years and the information

provided from WMRC minutes, the Town of Mosman Park payment list, council minutes and invoices provided by the Town of Mosman Park, my summary has been that in the end we can save ourselves \$300,000 to \$400,000 a year on costs if it sourced the service from the private sector.
"That summary is consistent with the outcome of the City of

Nedlands, which withdrew from the WMRC in 2013 ... and recently reported it had saved \$5million over the past seven years."
Meanwhile, Claremont council had voted to undertake a major review of its relationship with the WMRC.
He said Mosman Park had no say in its rubbish disposal costs of \$730,000 a year or 6% of its budget.

"It is also worth noting that the overhead charged by the WMRC, which is \$361,000 this year, is paid in two instalments, six months in advance," he said.
"I don't know of any businesses that get paid in advance."
"I suspect the reason for this is that the WMRC has budgeted for an operating deficit of \$390,000
• Please turn to page 105

• From page 29

this year ... due mainly to ongoing legal fees which are now in their millions."
He asked whether the council had market-tested its waste disposal costs and said being a member of the WMRC provided no benefit to the council.
He said the WMRC transfer station would never have enough tonnages to be viable to the commercial market, based on its current rates, and suggested it should be leased to commercial operators so the council could share in a rental return with other member councils.
"That will be the best return we will ever get out of it," he said.
"The commercial operators will already have the tonnes to make the site viable."
After the meeting mayor Brett Pollock said the council was having discussions with Cottesloe council about leaving the WMRC.

27 March:

p29 – Kim Gorey views

Letters to the **POST**

Please email letters to letters@postnewspapers.com.au, lodge online at www.postnewspapers.com.au, or snail mail to: The Editor, 27/6 Orslov every letter to include the writer's full name and address plus daytime phone number for verification. Boring letters and those longer than 300 words will be

A morning (not) wasted

Recently I joined a tour of the South Metropolitan Regional Council's Regional Resource Recovery Centre.

Waste education officer Jared Crowe was our tour guide and our "day at the dump" began at the waste composting facility which can process FOGO (food organics and garden organics), including kitty litter, meat, fish and dairy.

Instead of the smelly ambience of times gone by, the organic waste gases are now piped through wood chips containing odour-eaters that turn the wood chips into brilliant compost.

On to the community garden, where old truck tyres were fashioned into raised beds and an old fridge housed a thriving worm farm.

I felt like I was on the set of Gardening Australia.

Finally, at the excitingly named materials recovery facility, truckloads of recyclable waste are dumped at one end of a huge hangar, before proceeding through various separation points.

First is manual removal of items we should not recycle, such as clothing, polystyrene and metals.

Tumblers extract the glass; giant magnets extract the metals, including momentarily magnetised aluminium.

The paper is then sorted into several categories.

For example, an airstream removes light newspaper and soft plastics, particularly plastic bags which should not be put in our recycling and so have to be removed from the stream.



Who knew? These items are not for recycling.



The start of the process at the recovery centre.

At the other end of the hangar, bales of paper are shot out. We were treated to a delicious morning tea, while Jared answered our questions.

Finally we collected stickers and flyers so we could share our newfound enthusiasm and knowledge with our neighbours.

For your day (morning actually) at the dump, send an expression of interest to tours@smrc.com.au. The next community tour is on April 14.

Chilla Bulbeck
Broomie Street, Cottesloe

Dim view of Sea View surveillance

I see (*Covert fight for the fair seas*, Listening POST, March 20) that a security camera has been installed to catch the person or people responsible for re-establishing a gate in the new wire fence at Sea View Golf Course, 100m from the Sea View kindy.

The Town's new CEO must have been reading my emails to the Health Department regarding the illegal use of chemicals near the kindy to control rabbits, in which I said I would install a camera to catch the culprit who

was illegally baiting.

The department contacted the Cottesloe council, which denied knowledge of the illegal baits, but two warning signs went up the day after contact was made.

If the Town can put up cameras to catch someone rightfully restoring public access to the course, why was it not interested in catching the person responsible for poisoning the ground next to a kindergarten?

Colin Svanberg
John Street, Cottesloe

Willingness to reward McGowan masks a contentio

Newly re-elected Premier Mark McGowan tells us that the landslide result for Labor is a consequence of his team's achievements and a lack of commitment to hard work by former Opposition Liberals.

His COVID policies played to the most basic of human needs in terms of safety and security and he was rewarded with his outstanding victory.

But hospital ramping has doubled under Labor's watch, and large hospitals were built by the previous (Liberal) government as were Optus Stadium and our

new museum. Education standards continue to lag behind best practice.

The homeless still wait to be housed and hang out in tent cities or sleep rough in the city.

Current debt levels are higher than four years ago.

Serendipitous revenue streams flowed to Labor – a \$3000million increase in GST payments largely as a consequence of previous efforts of Colin Barnett and Mathias Cormann, and an increase in the price of iron ore from \$50

a tonne four years ago to \$165 a tonne currently.

A commitment four years ago to create 50,000 new jobs was quietly dropped by our Premier only to be replaced recently with a commitment to create 120,000 new jobs over the next five years.

Mr McGowan is, however, silent on the plan that will achieve this outcome.

Governments don't create jobs in the private sector, private individuals and companies do by risking capital.

Where is the policy to reduce

Costs rubbished

Pressure has continued to mount on the Western Metropolitan Regional Council (WMRC) after the former managing director of Perthwaste said Mosman Park could save as much as \$300,000 a year by exiting the organisation.

Kim Gorey, a Mosman Park resident who headed up Perthwaste before it was sold to Suez in 2016, said ratepayers were funding the WMRC's exorbitant overheads to pay a growing staff roster and to fund on-going legal disputes.

"I have found that council can save in the range of \$100,000 to \$300,000 a year by using a private contractor rather than the WMRC," Mr Gorey told last month's council meeting.

The calls come after the Claremont council's last meeting instructed its CEO to "review" the Town's arrangements with the WMRC (*WMRC garbage costs trashed* POST, March 20).

Mr Gorey told Mosman Park councillors that the City of Nedlands had saved about \$5million in the past seven years since leaving the WMRC – a figure disputed by the WMRC but maintained by Nedlands.

• Please turn to page 77

WMRC costs under fire

• From page 3

Established in 1989, the WMRC collects and disposes waste in five western suburbs councils, except Nedlands.

But growing staff and communication costs, along with the failed waste-to-energy investment in Thai company DiCom, have become a target for councillors.

WMRC's 2020 annual report shows that of its \$5million annual revenue nearly \$2million was spent on governance and administration, while \$373,000 was spent on communication and education.

After the meeting, Mr Gorey

told the POST. "The WMRC had no business investing millions in projects such as DiCom, who were selling an unproven product".

The legal costs borne by the WMRC over DiCom, whose Shenton Park plant was supposed to be operational in 2013, remain unknown with a commercial settlement nearing completion.

The WMRC hit back against the criticism.

"The WMRC is a lean organisation where staffing costs are a lower proportion of our costs than in other local governments," it said.

"The WMRC's employee costs are only 25% of total expenses; most local governments are around 38%."

The WMRC chair, Charles Hohnen, and CEO, Stefan Frodsham, said they "categorically rejected" the savings claimed by Nedlands.

"We test the market regularly to get the best deal possible," they said.

"Three years ago we reduced our waste disposal fee by 25%. What we charge member councils to receive their general waste is cheaper today than 8 years ago."

27 March:

p18 – letter to the editor on learnings from a WMRC organized facility tour at SMRC.

2 April:

P3: WMRC costs under fire – continued pressure from Kim Gorey



Recycled cycles ... Instead of throwing old bikes in the metal recycling bin, Brockway is now collecting them for a service that teaches bike maintenance to troubled teens. Site CEO Stefan Frodsham and education and communications manager Libby Eustance explain the popular recycling bins for bikes, boat fairs, acids, herbicides, batteries, ink cartridges, phones, TVs, computers and electronics as well as radioactive smoke alarms, polystyrene, steel and cardboard at no charge for residents.

Rubbish savings an illusion, says WMRC

By BRET CHRISTIAN

Claimed savings of \$5million for Nedlands residents and up to \$200,000 a year at Mosman Park are an illusion, according to the western suburbs' garbage supremo.

Stefan Frodsham is CEO of the publicly owned collective that runs the Shenton Park rubbish transfer and recycling station in Brockway Road for five western suburb councils.

The Western Metropolitan Regional Council (WMRC) was severely impacted financially in 2013 when Nedlands voted to have its garbage, which was collected by Perth Waste, separately carted 115km south to Bannister to be buried.

Mr Frodsham said that by not participating in the WMRC, in 6½ years Nedlands residents had shifted \$627,000 of their costs on to neighbouring ratepayers, without recompense.

An examination of the October 2013 Nedlands council minutes showed erroneous collection and disposal costs for the WMRC compared with an artificially high budgeted waste recovery estimate set at the time.

This provided a misleading picture of future savings compared with the Perth Waste tender, he said.

The WMRC does not collect rubbish. All councils except Subiaco use private contractors.

The City of Nedlands says the \$2.9million it paid in 2016/17 for waste collection and disposal was the result of careful budgeting and competitive agreements negotiated directly with service providers.

It said it did not consider WMRC's services provided a financial benefit to its ratepayers.

The claimed \$5million cost savings for Nedlands over seven years was repeated recently at a council meeting by Kim Gorey, a Mosman Park resident and former managing director of Perth Waste (Costs rubbished, POST April 3).

He is now urging Mosman Park and Claremont to leave the WMRC.

Mr Gorey and a partner sold Perth Waste to Suez for \$87million in 2016.

Suez now has the contract to collect and dispose of Nedlands rubbish, the current contract worth \$14million.

Mr Gorey is one of two directors of a company that provides access to the Suez Bannister landfill site, through a large industrial landholding.

This is owned by their company Calfeed Agri Industry Precinct, which leases land to industrial companies.

Mr Frodsham said the Brockway Road transfer station had a sophisticated recycling system that would not be available free to non-

members.

Nedlands residents have for two years been charged \$25 to drop recyclables, apart from electronic and hazardous waste, at Brockway.

Mr Frodsham said Nedlands' use of the free services was costing its neighbours \$31,000 a year.

Cambridge residents pay \$8 per household to access the transfer station, opened in 1992, though rubbish collected from Cambridge bins goes to the Mindarie tip.

WMRC also has a strong public education arm that has resulted in a six-fold increase in the number of local people recycling there, with increased weekend hours and no increase in the 16-person strong staff, Mr Frodsham said.

He said electricity would be produced from western suburb waste when a new plant now being built near Rockingham was commissioned next year.

The WMRC had massively increased its recycling and reduced its rubbish disposal costs in the past three years.

It would be breaking even were it not for legal costs incurred in successfully fighting legal action over the defunct DiCom rubbish conversion plant, set up when the WMRC was administered by the Mosman Park council.

Both Subiaco and Claremont had voted against the DiCom project.

9 April:

Rubbish savings an illusion - de-bunking savings myth and exposing Gorey's vested interest.

Page 4

THE LISTENING POST

New deal for your junk?

Verge collections in Subiaco could be headed for the scrapyards.

Instead of two set communal bulk pickup periods a year in different neighbourhoods, residents may be able to order two free skips a year to get rid of their junk.

A proposal to switch to a verge valet service went out for public comment this week, until May 17.

Verge pickups are loved by treasure-hunting opportunists but perhaps loathed by others as an eyesore and source of littering.

A similar idea was floated at the council's 2015 Electors AGM when a Shenton Park resident raised concerns about the buildup of discarded items on the side of the street for weeks at a time.

Then CEO Don Burnett said the city was looking at introducing a free skip service.

Skip over that part of the report, verge valet is different

A POST article last week (*New deal for your junk*) said Subiaco council was taking community feedback about introducing a verge valet service to pick up bulk waste from local homes and businesses.

The story incorrectly suggested the city's traditional twice-a-year verge collection could be replaced with a free dial-a-skip system for individual homes and premises.

Subiaco has previously

considered replacing bulk pick-up with a skip service but the proposed verge valet is different.

Stefan Frodsham, CEO of the Western Metropolitan Regional Council, said there was no question of skips being used in Subiaco or anywhere else for the valet service.

"Verge valet is a pre-booked bulk waste pickup service where residents set out their bulk waste on the verge just as they did for

the traditional scheduled mass collection service," Mr Frodsham said.

"Set it out one day – gone the next. The service is available to residents year round.

"When residents have bulk waste, verge valet has the service – no more stockpiling junk in the shed or backyard for months on end waiting for the next mass 'bring out your dead' collection."

Community news



Dismantle rescues bikes and teaches young people how to reassemble them.

Dismantle gives old bikes new life

Pre-loved bikes previously destined for scrap metal are being collected by the West Metro Recycling Centre for Dismantle, a local not-for-profit organisation using old bikes to teach at-risk youth new skills.

Salvaged bikes are dismantled and reassembled by participants in Dismantle's Bike Rescue mentorship program.

"These bikes are worth more to the community than scrap metal," WMRC chief executive Stefan Frodsham said.

"This initiative not only provides a respectable reuse avenue for old bikes, it also provides at-risk youth with a future.

"Who can get a grip on that?" "Instead of piling bikes on the verge, residents can now drop them off for free at the West Metro Recycling Centre

knowing they can be reused for a good cause."

Dismantle chief executive Pat Ryan said: "We are so thrilled to partner with WMRC in closing the loop on waste."

"At Dismantle, rusty old bikes that would otherwise be sitting in landfill are our greatest tool in providing WMRC's most vulnerable young people with the support they need."

"In WA, 40,000 young people live below the poverty line

and youth unemployment is the second highest in the country.

"Socially and environmentally conscious initiatives like WMRC's waste reduction program creates avenues for discarded resources to be converted into opportunities where they're needed most."

Find out more about the outreach work done by Dismantle or to get involved visit www.dismantle.org.au or call 0888 771 286.

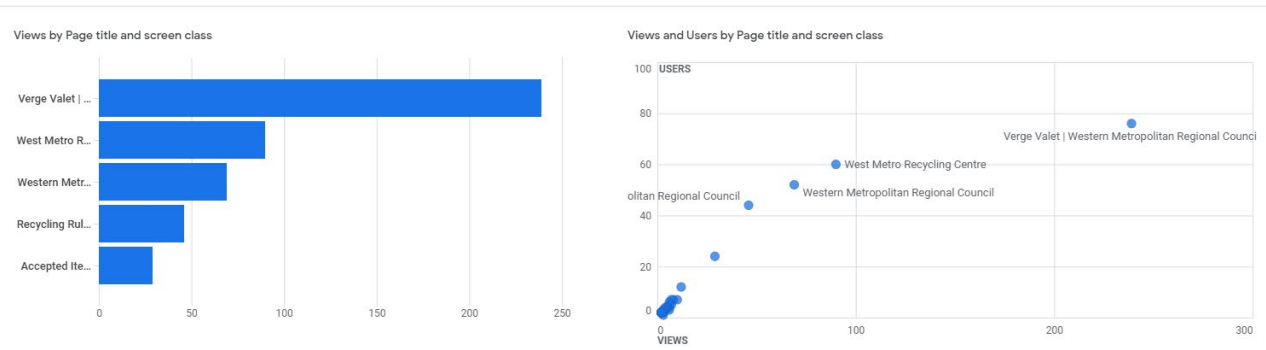
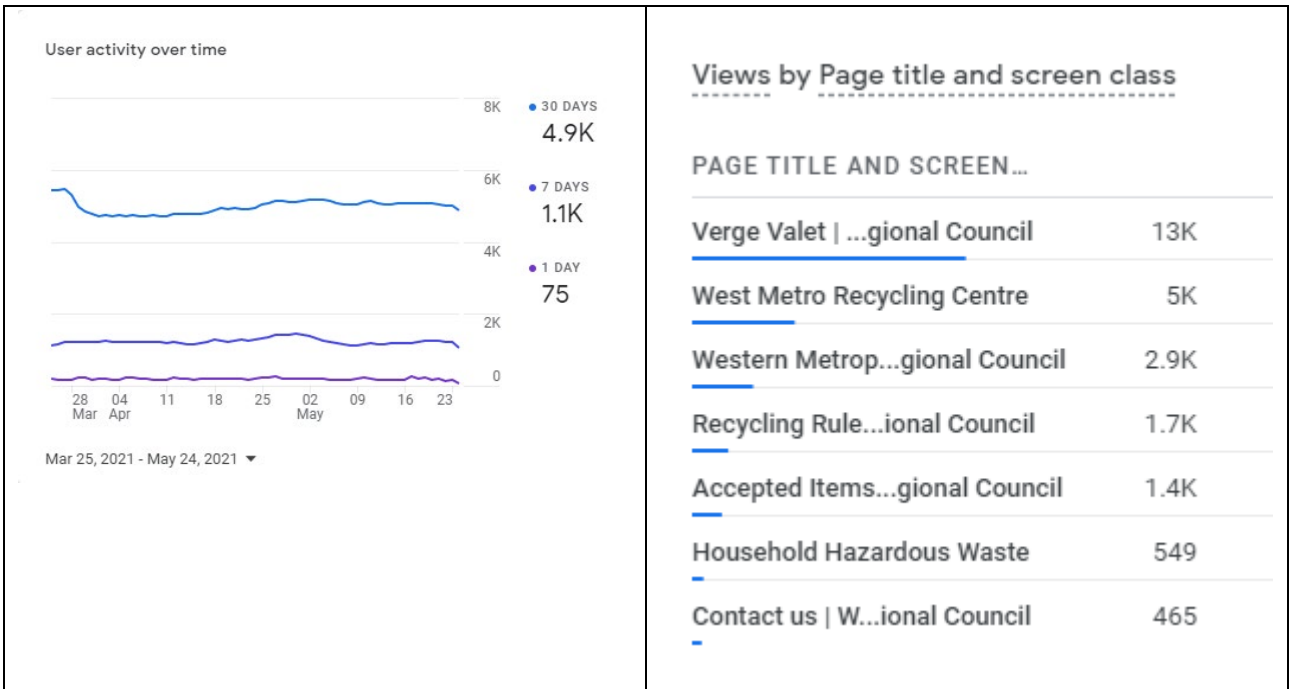
23 April - P4 – Verge collections in City of Subiaco community consultation.

29 April

P4 – Verge Valet retraction about miscommunication about skip bins.

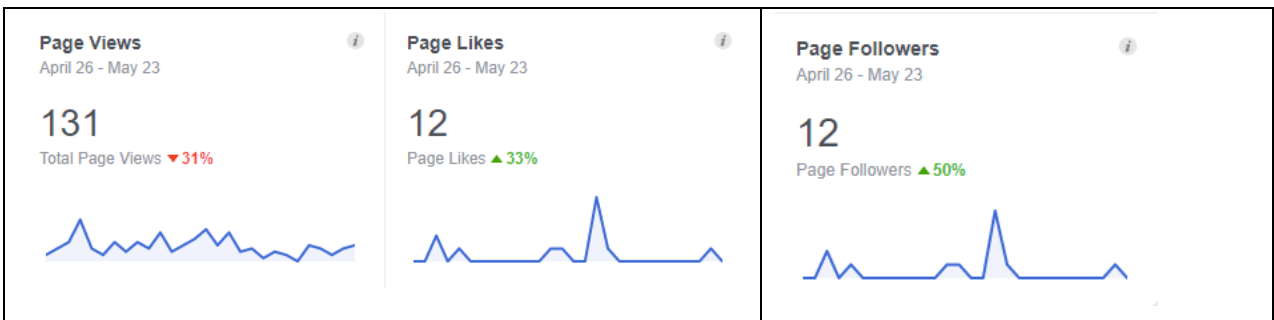
23 April:

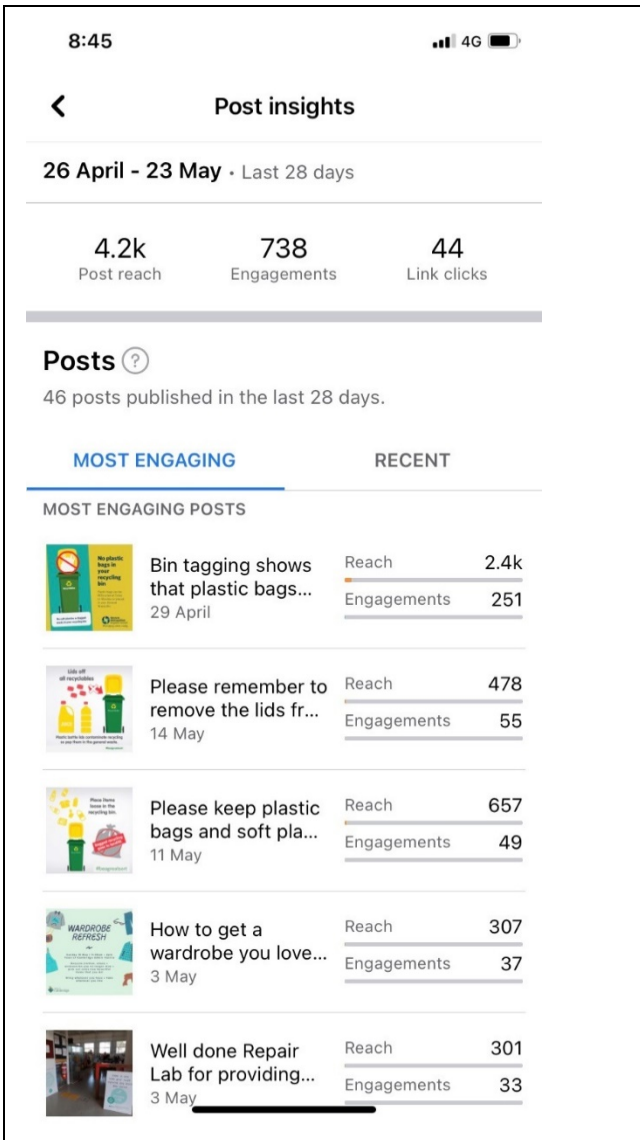
P70 – Community news – WMRC & Dismantle partnership media release



8.3 Social Media

We continue to post 1-2 times per day on Facebook and Instagram. Our Facebook page remains the most active with 2,639 followers. We have had an increase in page likes, reach and followers over the last 28 days, but have experienced a decrease in post views over the same period.





STATUTORY ENVIRONMENT

Nil

CONSULTATION

Nil

REPORT IMPLICATIONS

Policy Implications

Nil.

Financial Implications

These activities are anticipated under current budgeting.

Strategic Implications

These activities are aligned to key strategies 1, 2, 3, 6 and make a major contribution to key strategy 4 of the WMRC Strategic Community Plan 2019-2030.

COMMENTS

Nil

VOTING REQUIREMENT

Simple majority

Moved: Cr Haynes Seconded Cr MacFarlane

RESPONSIBLE OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

11.1.1 That the Communications and Education report to 26 May be noted

CARRIED 5/0

11.2 VERGE VALET™ REPORT

Responsible Officer: Manager Communications & Education
Date: 25 May 2021
Attachment: Att 11-2A Verge Valet One Year Report

SUMMARY

This report provides updates on the status of the Verge Valet™ service.

BACKGROUND

Verge Valet provides residents of host councils with year-round access to verge waste collections, both bulk and green waste on a date convenient to them.

The WMRC began offering Verge Valet™ to Member Council and neighbouring council residents from February of 2020. Town of Mosman Park were the first council to take up the new service followed by Town of Cottesloe in July, Town of Cambridge in November and Shire of Peppermint Grove in March 2021.

This report introduces the latest Verge Valet report which will be provided, alongside relevant detailed figures, to host councils.

DETAIL

Verge Valet™ report to host councils

Attachment 11-2A details ongoing developments and outstanding actions for the future evolution of the service. The service continues to reduce cost and waste to councils while simultaneously being favoured by the majority of residents as shown in the following example charts.

Criterion	Chart	Description												
Collection Tonnages – Mosman Park and Cottesloe	<table border="1"> <caption>Percentage Change in Collection Tonnages</caption> <thead> <tr> <th>Entity</th> <th>Bulk (%)</th> <th>Green (%)</th> </tr> </thead> <tbody> <tr> <td>Mosman Park</td> <td>-32%</td> <td>-58%</td> </tr> <tr> <td>Cottesloe</td> <td>-34%</td> <td>11%</td> </tr> <tr> <td>Average</td> <td>-33%</td> <td>-24%</td> </tr> </tbody> </table>	Entity	Bulk (%)	Green (%)	Mosman Park	-32%	-58%	Cottesloe	-34%	11%	Average	-33%	-24%	<p>Bulk waste down by over 30% when compared to scheduled service. Greenwaste collection quantities vary as comparisons are to different bin systems in 2018/19 reference year</p>
Entity	Bulk (%)	Green (%)												
Mosman Park	-32%	-58%												
Cottesloe	-34%	11%												
Average	-33%	-24%												

<p>Costs to host councils – Mosman Park and Cottesloe</p>	<table border="1"> <thead> <tr> <th></th> <th>Town of Mosman Park</th> <th>Town of Cottesloe</th> </tr> </thead> <tbody> <tr> <td><i>Saving against projected price of a continued scheduled service</i></td> <td>33%</td> <td>Not yet known</td> </tr> <tr> <td><i>Saving against budget for Verge Valet™</i></td> <td>7%</td> <td>16%</td> </tr> <tr> <td><i>Average cost per household</i></td> <td>\$36.45</td> <td>\$21.65</td> </tr> </tbody> </table>		Town of Mosman Park	Town of Cottesloe	<i>Saving against projected price of a continued scheduled service</i>	33%	Not yet known	<i>Saving against budget for Verge Valet™</i>	7%	16%	<i>Average cost per household</i>	\$36.45	\$21.65	<p>Verge Valet™ is saving both councils against the budget allocated to it. Verge Valet™ costs a third less than the projected budget for a scheduled service. The cost per household is lower in Cottesloe than in Mosman Park</p>
	Town of Mosman Park	Town of Cottesloe												
<i>Saving against projected price of a continued scheduled service</i>	33%	Not yet known												
<i>Saving against budget for Verge Valet™</i>	7%	16%												
<i>Average cost per household</i>	\$36.45	\$21.65												
<p>Participation Rates – Mosman Park and Cottesloe</p>	<table border="1"> <caption>Participation Rates Data</caption> <thead> <tr> <th>Category</th> <th>Mosman Park (%)</th> <th>Cottesloe (%)</th> </tr> </thead> <tbody> <tr> <td>Bulk waste</td> <td>34%</td> <td>26%</td> </tr> <tr> <td>Green waste</td> <td>22%</td> <td>15%</td> </tr> <tr> <td>Mattresses</td> <td>6%</td> <td>3%</td> </tr> </tbody> </table>	Category	Mosman Park (%)	Cottesloe (%)	Bulk waste	34%	26%	Green waste	22%	15%	Mattresses	6%	3%	<p>Participation rates are the number of collections divided by the number of households. Across the board, participation is lower in Cottesloe.</p>
Category	Mosman Park (%)	Cottesloe (%)												
Bulk waste	34%	26%												
Green waste	22%	15%												
Mattresses	6%	3%												
<p>User preference – across all host councils.</p>	<p>Prefer Verge Valet - All Councils</p> <table border="1"> <caption>User Preference Data</caption> <thead> <tr> <th>Response</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>Yes</td> <td>71%</td> </tr> <tr> <td>No</td> <td>16%</td> </tr> <tr> <td>Indifferent</td> <td>12%</td> </tr> </tbody> </table>	Response	Percentage	Yes	71%	No	16%	Indifferent	12%	<p>User preferences are around 80% preferring Verge Valet™ across WMRC Member Councils. Lower preference in Town of Cambridge, may be related to change in collection quantities with change in system.</p>				
Response	Percentage													
Yes	71%													
No	16%													
Indifferent	12%													

Future Interest

Following a round of community consultation, and pending a Council decision, it is likely that the City of Subiaco will introduce a bulk waste only Verge Valet™ service early in the 21-22 financial year. The City of Vincent has already resolved to introduce Verge Valet™ in January 2022. In addition, there has been interest from the Cities of Fremantle and Melville.

Licensing Verge Valet™



We have received an early positive decision on our application for a logo trademark and will be retrofitting the new trademark to all collateral. We expect a final decision on registering the logo in early 2022.

This will be required to protect our intellectual property in running this service as more councils move towards a pre-booked verge waste collection service. We propose a licensed version of the service for councils beyond our catchment.

Costs of Verge Valet to WMRC

Analysis of the costs of Verge Valet™ to the WMRC indicates that most of any net income arises from disposal rates for host councils who are not Member Councils rather than from the percentage of collection costs handling fee. The service is fairly human-resource intensive, particularly in answering resident queries, and large-scale expansion will likely incur an increase in staffing levels.

STATUTORY ENVIRONMENT

Nil

CONSULTATION

Nil

REPORT IMPLICATIONS

Policy Implications

Nil

Financial Implications

Analysis shows that the profit in Verge Valet™ largely arises from the disposal rates used for host councils which are not Member Councils.

Strategic Implications

This report is aligned with the following Key Strategies:

1. Achieve a comprehensive, cost-effective waste management service across the region
2. Increase the number of Councils, businesses and people using our services
3. Divert waste from landfill by making materials and energy recovery available
4. Promote and facilitate waste avoidance and responsible waste management in the community

COMMENTS

Nil

VOTING REQUIREMENT

Simple majority

Moved: Cr MacFarlane Seconded Cr Shaw

RESPONSIBLE OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

11.2.1 That the report be noted

CARRIED 5/0

11.3 PROGRESS ON COUNCIL RESOLUTIONS

Responsible Officer:	Chief Executive Officer
Date:	26 May 2021
Attachment:	11-3A Progress on Council Resolutions

SUMMARY

A schedule showing progress on WMRC resolutions up to and including 26 May 2021 is presented at Attachment 11-3A. The schedule is extracted from the master schedule which has a record of all WMRC resolutions from 2007. Only uncompleted resolutions, and those recently completed, are shown on the schedule.

BACKGROUND

In October 2007 Council decided that an information bulletin item tracking the progress of Council resolutions be presented at future meetings.

DETAIL

Please refer to Attachment 11-3A. The schedule is colour coded. Red - resolutions not yet implemented; orange – resolutions in progress; green – resolutions completed.

STATUTORY ENVIRONMENT

Local Government Act 1995

CONSULTATION

Nil

REPORT IMPLICATIONS

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Progress on Council Resolutions is aligned to all six key strategies of the WMRC *Strategic Community Plan 2019-2030*.

COMMENTS

The WMRC continues to maintain a strong performance of timely implementation of Council resolutions.

VOTING REQUIREMENT

Simple majority

Moved: Cr Haynes Seconded Cr Stroud

RESPONSIBLE OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

11.3.1 The information be received.

CARRIED 5/0

12 MOTIONS FOR WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

13 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

14 MEMBERS' QUESTIONS WITHOUT NOTICE

Nil

15 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

15.1 CAPEX ITEMS

Responsible Officer:	Manager Operations
Date:	31 May 2021
Attachment:	Nil

SUMMARY

The approval of Council is sought for a capital budget allocation for extra silo works at the West Metro Recycling Centre.

BACKGROUND

At its 4 February 2021 Ordinary Council Meeting, Council approved the 2020-21 Mid-year Budget Review. There are now further items of capital expenditure required to improve services to the catchment area.

DETAIL

In the process of procuring 5 newly built waste transport silos, WMRC identified the potential to refurbish one of the existing old silos. This silo was kept at the contractor's site as a sample and during the measuring process it was identified that this particular silo has enough structural strength to refurbish it in a cost-effective manner. The works have been quoted at \$21,487.29 (ex GST). This is a significant saving in comparison to purchasing a brand-new silo.

Vinyl branding stickers for the five new and one refurbished silos are required. Four vinyl wraps have been quoted at \$9,500.00 (ex GST). Advertising is an important part of the silo upgrade to increase the visibility of our operations.

STATUTORY ENVIRONMENT

Section 6.2(4)(e) of the *Local Government Act 1995* requires the Annual Budget to detail the amounts to be set aside in, or used from, reserve accounts and of the purpose for which they are to be set aside or used.

CONSULTATION

Nil

REPORT IMPLICATIONS

Policy Implications

Nil

Financial Implications

An increase of \$35,000 to the capital works budget.

Strategic Implications

The items of Capital Expenditure will facilitate the WMRC to further its objective of better serving its central west metropolitan catchment area.

COMMENTS

Nil

VOTING REQUIREMENT

Absolute majority

Moved: Cr Haynes Seconded Cr Stroud

RESPONSIBLE OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

- 15.1.1 Council approves an increase to the 2020-21 Capital budget of \$21,487.29 for the refurbished silo and \$13,000 to apply branding to five silos.**

CARRIED 5/0

15.2 CEO STANDARDS & ACTING CEO POLICY

Responsible Officer:	Manager Finance & Governance
Date:	1 June 2021
Attachment:	15.2A Standards for CEO Recruitment, Performance, and Termination. 15.2B Council Policy - Appointment of Acting Chief Executive Officer

SUMMARY

This report recommends the adoption of the CEO Standards and Appointment of Acting Chief Executive Officer Policy.

BACKGROUND

The *Local Government (Administration) Amendment Regulations 2021* (CEO Standards Regulations) was gazetted on 2 February, effective from 3 February 2021. Following the gazettal of these new Regulations, the model standards are taken to be the adopted standards. The new Regulations also require Council to adopt a Policy for temporary employment or appointment of a CEO.

DETAIL

The *Local Government (Administration) Regulations 1996* prescribe model standards for the recruitment, selection, performance review and termination of local government CEOs. Council may include additional provisions that are consistent with the model standards. No additional provisions have been included and the standards are presented unchanged.

In addition to prescribing minimum requirements for these processes, the CEO Standards will also require local governments to advertise the position of CEO if a period of 10 or more years has elapsed since a recruitment process has been carried out. WALGA has strongly advocated against this requirement.

Standards for CEO Recruitment, Performance and Termination

The current processes for the recruitment, performance and termination of the Chief Executive Officer should accommodate the following going forward:

Recruitment

- Clause 5 states that the division applies to recruitment of the position of CEO unless its to be filled by a person of a prescribed class.
- Clause 6 requires statewide public notice for the CEO position (including position details).
- Clause 8 requires that the selection panel for CEO Recruitment comprises of at least one person who is independent. Independent means the person cannot be a council member, WMRC employee or HR Consultant engaged by WMRC.

- Clause 9 requires the selection panel to assess applicants and verify their qualifications, work history, skills etc. before making a recommendation to the WMRC. The panel may also find that no applicants are suitable.
- Clause 11 requires council to approve, by absolute majority, making an offer of employment to the applicant and the proposed terms of the contract. Note that the results of any negotiations must also be approved by absolute majority under clause 12.
- Clause 13 states that if the CEOs employment contract expires, and the incumbent CEO has held the position for more than 10 years or it has been more than 10 years since a recruitment process was carried out, a recruitment process must be completed. The incumbent CEOs employment contract may be renewed if the incumbent CEO is selected via the recruitment process.

Review

- Clause 16 requires Council and the CEO to agree any performance criteria in writing.
- Clause 17 requires council to review evidence regarding the CEOs performance against the agreed performance criteria.
- Clause 18 requires Council to endorse the CEOs performance review by absolute majority.
- Clause 19 requires Council communicate the outcome of the review to the CEO as well as how issues, if any, will be managed.

Termination

- Clause 21 requires the CEO to be given procedural fairness in the event of termination.
- Clause 22 requires the CEO to be given the opportunity to remedy performance related issues.

Council Policy – Acting Chief Executive Officer

The policy at Attachment 15.2B is required by section 5.39C of the *Local Government Act 1995* and details the circumstances under which the CEO or Council may appoint an Acting Chief Executive Officer.

STATUTORY ENVIRONMENT

Section 5.39B of the *Local Government Act 1995*

2. A local government is to prepare and adopt the model Standards for CEO Recruitment, Performance and Termination within 3 months of the regulations coming into operation. Absolute Majority is required.
3. A local government is to prepare and adopt the model Standards for CEO Recruitment, Performance and Termination within 3 months of any amendments to the regulations coming into operation. Absolute Majority is required.
4. Provisions may be added to the Standards for CEO Recruitment, Performance and Termination to the extent that they are consistent with the standards.
5. The standards apply until adopted.
6. The CEO is required to publish the adopted standards on the WMRC website.

Section 5.39C of the *Local Government Act 1995*

1. Local governments are to prepare and adopt a policy setting out the process to be followed in relation to:

- a) the employment of a person in the position of CEO for a term not exceeding 1 year;
 - b) the appointment of an employee to act in the position of CEO for a term not exceeding 1 year.
2. The policy may be amended by absolute majority.
 3. The policy to is to comply with any prescribed requirements relating to the form or content.
 4. The CEO is required to publish the policy on the WMRC website.

Section 18FA and Schedule 2 of the *Local Government (Administration) Regulations 1996* requires the Standards for CEO Recruitment, Performance and Termination take the form as used in attachment 15.2A.

CONSULTATION

WALGA

REPORT IMPLICATIONS

Policy Implications

Council Policy - Appointment of Acting Chief Executive Officer will become a Council Policy.

Financial Implications

Nil

Strategic Implications

The WMRC Strategic Community Plan states:

Strategy 5: Develop a strong and capable organisation

COMMENTS

Nil

VOTING REQUIREMENT

Absolute majority

Moved: Cr Haynes Seconded Cr Stroud

RESPONSIBLE OFFICER RECOMMENDATION AND COUNCIL RESOLUTION

15.2.1 Council adopts the Standards for CEO Recruitment, Performance and Termination.

15.2.2 Council adopt Council Policy – Appointment of Acting Chief Executive Officer

15.2.3 Council instruct the CEO to publish both documents on the WMRC Website in accordance with sections 5.39B(6) and 5.39(4) of the *Local Government Act 1995*

CARRIED 5/0

16 MATTERS BEHIND CLOSED DOORS

It is proposed that the following items 16.1 DiCom Confidential Progress Report be considered in a closed session.

RESPONSIBLE OFFICER RECOMMENDATION AND COUNCIL RESOLUTION:

That in accordance with Sections 5.23(2) (c)(d)(e) of the Local Government Act 1995, the meeting is closed to members of the public with the following aspect of the Act being applicable to these matters (Section 5.23(2) (e)):

- (c) a contract entered, or which may be entered, by the local government and which relates to a matter to be discussed at the meeting; and**
- (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and**
- (e) a matter that if disclosed, would reveal —**
 - (i) a trade secret; or**
 - (ii) information that has a commercial value to a person; or**
 - (iii) information about the business, professional, commercial or financial affairs of a person,**

where the trade secret or information is held by, or is about, a person other than the local government

CARRIED 5/0

17 BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING

Nil

18 GENERAL BUSINESS

Nil

19 CLOSURE OF MEETING

Next meeting: 5 August 2021 at the Town of Cottesloe

The Chairman thanked all attendees and declared the meeting closed at 8.33 PM