

MINUTES

CHIEF EXECUTIVE OFFICERS' ADVISORY COMMITTEE MEETING

(CEOAC 03/2023)

Thursday 11 May 2023
Commenced at **2:01 pm**

Online (link in meeting invitation)

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WMRC Member Councils

Town of Claremont | Town of Cottesloe | Town of Mosman Park | City of Subiaco | Shire of Peppermint Grove
with Town of Cambridge

1. DECLARATION OF OPENING

Welcome and opening of meeting by Chair Colin Cameron, CEO of the City of Subiaco at 2:01pm.

2. RECORD OF ATTENDANCE AND APOLOGIES

Member	Position	Council
C Cameron	Chief Executive Officer (Chair)	City of Subiaco
M Scott	Chief Executive Officer (Deputy Chair)	Town of Cottesloe
L Ledger	Chief Executive Officer	Town of Claremont
C Bywater	Chief Executive Officer	Town of Mosman Park
D Burnett	Chief Executive Officer	Shire of Peppermint Grove

Visitors	Position	Council / Organisation
P Engel	Manager Operations	WMRC
L Eustance	Acting CEO / Manager Communications & Education	WMRC
A Bell	Manager Finance & Governance	WMRC

Apologies

S Frodsham	Chief Executive Officer	WMRC
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3. CONFIRMATION OF PREVIOUS MINUTES

Draft minutes from the CEOAC meeting held on 16 March 2023 are at **Attachment 1**.

OFFICER'S RECOMMENDATION

3.1 The minutes of the CEOAC meeting held on 16 March 2023 be accepted as a true and proper record of that meeting.

CARRIED

4. MATTERS FOR CONSIDERATION

4.1 CONFIDENTIAL REPORT – DICOM FACILITY

The WMRC Acting Chief Executive Officer will speak to the previous confidential reports, emails and minutes which have been circulated to CEOAC members. The protocol followed is that all confidential and other information provided to WMRC Councillors is copied to CEOAC members.

The confidential reports, emails and minutes referred to above are not reproduced as an attachment to this agenda, but members are reminded they are covered by:

DiCOM Confidential Progress Report of 21 March 2023 dealt with at the WMRC Ordinary Meeting of 30 March 2023.

Members will be updated verbally on any new developments.

OFFICER'S RECOMMENDATION

4.1.1 The verbal report of the WMRC A/CEO be noted.

CARRIED

5. INFORMATION ITEMS

5.1 WMRC OCM

WMRC's most recent OCM was held on 30 March 2023. The Council at the meeting resolved the following:

- To adopt the revised budget which included an anticipated net result \$232,683 better than the original budget arising from a 10% increase in throughput.
- To adopt the Compliance Audit Return
- To adopt the CEOAC Terms of Reference as reviewed
- To endorse the WMRC submission on DWER's proposed ban of collected and aggregated e-waste from landfill

OFFICER'S RECOMMENDATION

5.1.1 The report be noted.

CARRIED

5.2 FINANCIAL REPORT

1. Business performance for February 2023

WMRC had an operating surplus of \$23,905 compared to a budgeted deficit of \$3,899 with a positive variance of \$27,804. The below table contains the explanation for the variances between actual versus budget numbers.

Income Statement by Nature & Type	Feb-23	Feb-23	Act v Bud	Act v Bud %	Explanation
Account	Actual	Budget	Variance	Variance	
General Waste	839	829	10	1.2%	Lower than expected.
Bulk Waste	576	472	105	22.2%	Higher than expected.
FOGO	445	440	5	1.2%	Behavioural change.
Green Waste	393	245	149	60.7%	Seasonality related.
GO Green Waste	265	161	104	64.9%	Town of Victoria Park trial.
C&D	122	34	87	254.5%	Higher than expected.
Mattress	6	7	(1)	(19.5%)	Lower than expected.
Handling	38	47	(8)	(17.4%)	Lower than expected.
Tonnages	2,684	2,234	450	20.2%	Reasons above ↑.
General Waste	\$130,826	\$147,481	(\$16,655)	(11.3%)	In line with price drop in processing costs (material and contracts)
Bulk Waste	\$170,402	\$126,559	\$43,843	34.6%	Higher than expected.
FOGO	\$53,415	\$53,201	\$214	0.4%	Behavioural change.
Green Waste	\$68,899	\$25,438	\$43,461	170.9%	Seasonality related.
GO Green Waste	\$19,271	\$10,639	\$8,632	81.1%	Transition to FOGO and Town of Victoria Park trial.
C&D	\$10,651	\$3,392	\$7,259	214.0%	Higher than expected.
Mattress	\$9,946	\$7,045	\$2,901	41.2%	Lower than expected.
Handling	\$574	\$632	(\$59)	(9.3%)	No material variance based on dollar amount.
Service Delivery Charge	\$164,691	\$149,404	\$15,287	10.2%	No material variance.
Other Income	\$21,115	\$12,150	\$8,965	73.8%	No material variance.
Revenue	\$649,790	\$535,941	\$113,849	21.2%	Reasons above ↑.
Fees and charges	\$474,053	\$379,540	\$94,513	24.9%	In line with tonnage up.
Interest earnings	\$6,360	\$1,353	\$5,007	370.1%	Increase in interest rates.
Operating grants, subsidies and contributions	\$164,691	\$149,404	\$15,287	10.2%	No material variance.
Other income	\$4,686	\$5,644	(\$958)	(17.0%)	Lower than expected.
Revenue	\$649,790	\$535,941	\$113,849	21.2%	Reasons above ↑.
Depreciation and amortisation	(\$20,220)	(\$20,682)	\$462	2.2%	No material variance.
Employee costs	(\$140,849)	(\$137,367)	(\$3,482)	(2.5%)	No material variance.
Insurance paid	(\$7,653)	(\$6,811)	(\$842)	(12.4%)	No material variance.
Interest Expenses	(\$63)	(\$193)	\$130	67.3%	No material variance based on dollar amount.
Materials and contracts	(\$450,127)	(\$361,822)	(\$88,305)	(24.4%)	In line with revenue increase and accrued stockpiles.
Other expenses	(\$5,316)	(\$10,799)	\$5,483	50.8%	Lower than expected.
Utility charges	(\$1,657)	(\$2,166)	\$509	23.5%	No material variance based on dollar amount.
Expense	(\$625,886)	(\$539,840)	(\$86,046)	(15.9%)	Reasons above ↑.
Changes on Asset Revaluation	\$0	\$0	\$0	0.0%	
Profit/ (Loss) on disposal of assets	\$0	\$0	\$0	0.0%	
Net Surplus (Deficit)	\$23,905	(\$3,899)	\$27,804	713.1%	Reasons above ↑.
					Unfavourable variance
This statement is to be read in conjunction with the accompanying notes.					Favourable variance

2. Business performance for March 2023

The WMRC has an operating surplus of \$60,143 compared to budgeted surplus of \$14,805 with a positive variance of \$28,266. The below table contains the explanation for the variances between actual versus budget numbers.

Income Statement by Nature & Type	Mar-23	Mar-23	Act v Bud	Act v Bud %	Explanation
Account	Actual	Budget	Variance	Variance	
General Waste	899	918	(19)	(2.0%)	No material variance.
Bulk Waste	744	522	222	42.4%	Higher than expected.
FOGO	488	487	2	0.3%	Behavioural change.
Green Waste	422	271	151	55.9%	Seasonality related.
GO Green Waste	284	178	106	59.8%	Town of Victoria Park trial.
C&D	120	38	82	217.2%	Higher than expected.
Mattress	9	8	2	19.9%	Higher than expected.
Handling	72	52	20	39.7%	Higher than expected.
Other	6	-	6	0.0%	
Tonnages	3,046	2,473	573	23.2%	Reasons above ↑.
General Waste	\$144,483	\$139,145	\$5,338	3.8%	No material variance.
Bulk Waste	\$182,121	\$166,522	\$15,599	9.4%	No material variance.
FOGO	\$59,847	\$62,267	(\$2,420)	(3.9%)	No material variance.
Green Waste	\$39,067	\$43,369	(\$4,302)	(9.9%)	No material variance.
GO Green Waste	\$20,861	\$19,644	\$1,217	6.2%	No material variance.
C&D	\$10,538	\$8,948	\$1,590	17.8%	No material variance based on dollar amount.
Mattress	\$12,228	\$9,467	\$2,761	29.2%	No material variance based on dollar amount.
Handling	\$54	\$1,450	(\$1,396)	(96.3%)	No material variance based on dollar amount.
Service Delivery Charge	\$164,691	\$162,298	\$2,393	1.5%	No material variance.
Other Income	\$13,292	\$15,250	(\$1,958)	(12.8%)	No material variance based on dollar amount.
Revenue	\$647,182	\$628,360	\$18,822	3.0%	Reasons above ↑.
Fees and charges	\$483,967	\$461,777	\$22,190	4.8%	No material variance.
Interest earnings	(\$1,476)	\$3,955	(\$5,431)	(137.3%)	Early breaking of investment
Operating grants, subsidies and contributions	\$164,691	\$162,298	\$2,393	1.5%	No material variance.
Other income	\$0	\$330	(\$330)	(100.0%)	No material variance.
Revenue	\$647,182	\$628,360	\$18,822	3.0%	Reasons above ↑.
Depreciation and amortisation	(\$20,803)	(\$20,199)	(\$604)	(3.0%)	No material variance.
Employee costs	(\$178,308)	(\$150,778)	(\$27,530)	(18.3%)	Bin tagging and bin counting program. To be partially reimbursed by WALGA
Insurance paid	(\$7,653)	(\$7,651)	(\$2)	(0.0%)	No material variance.
Interest Expenses	(\$43)	(\$65)	\$22	34.0%	No material variance based on dollar amount.
Materials and contracts	(\$373,777)	(\$418,401)	\$44,624	10.7%	lower than expected haulage, processing and maintenance costs
Other expenses	(\$4,969)	(\$13,958)	\$8,989	64.4%	Lower than expected.
Utility charges	(\$1,486)	(\$2,503)	\$1,017	40.6%	No material variance based on dollar amount.
Expense	(\$587,039)	(\$613,555)	\$26,516	4.3%	Reasons above ↑.
Changes on Asset Revaluation	\$0	\$0	\$0	0.0%	
Profit/ (Loss) on disposal of assets	\$0	\$0	\$0	0.0%	
Net Surplus (Deficit)	\$60,143	\$14,805	\$45,338	306.2%	Reasons above ↑.
					Unfavourable variance
This statement is to be read in conjunction with the accompanying notes.					Favourable variance

3. Business Performance – YTD March

Income Statement by Nature & Type	YTD Mar-23	YTD Mar-23	Act v Bud	Act v Bud %	Explanation
Account	Actual	Budget	Variance	Variance	
General Waste	7,795	8,113	(318)	(3.9%)	Lower than expected
Bulk Waste	5,570	4,616	954	20.7%	Higher than expected.
FOGO	4,613	4,301	311	7.2%	Higher than expected.
Green Waste	3,716	2,393	1,323	55.3%	Seasonality related.
GO Green Waste	2,463	1,572	890	56.6%	Town of Victoria Park trial.
C&D	932	335	596	177.8%	Higher than expected.
Mattress	62	69	(8)	(11.0%)	Lower than expected
Handling	418	455	(38)	(8.3%)	Higher than expected.
Other	387	-	387	0.0%	
Tonnages	25,955	21,856	4,099	18.8%	Reasons above ↑.
General Waste	\$1,257,643	\$1,252,305	\$5,338	0.4%	No material variance based on dollar amount.
Bulk Waste	\$1,514,373	\$1,498,698	\$15,675	1.0%	Higher than expected.
FOGO	\$555,652	\$560,403	(\$4,751)	(0.8%)	No material variance based on dollar amount.
Green Waste	\$386,032	\$390,321	(\$4,289)	(1.1%)	No material variance based on dollar amount.
GO Green Waste	\$178,015	\$176,796	\$1,219	0.7%	Transition to FOGO and Town of Victoria Park trial.
C&D	\$82,122	\$80,532	\$1,590	2.0%	No material variance based on dollar amount.
Mattress	\$87,977	\$85,203	\$2,774	3.3%	No material variance based on dollar amount.
Handling	\$8,112	\$13,050	(\$4,938)	(37.8%)	No material variance based on dollar amount.
Service Delivery Charge	\$1,476,400	\$1,460,682	\$15,718	1.1%	No material variance based on dollar amount.
Other Income	\$131,518	\$139,239	(\$7,721)	(5.5%)	No material variance based on dollar amount.
Revenue	\$5,677,841	\$5,657,229	\$20,612	0.4%	Reasons above ↑.
Fees and charges	\$4,166,286	\$4,155,993	\$10,293	0%	No material variance.
Interest earnings	\$30,172	\$35,595	(\$5,423)	(15%)	Early breaking of investment
Operating grants, subsidies and contributions	\$1,476,400	\$1,460,682	\$15,718	1%	No material variance.
Other income	\$4,983	\$4,959	\$24	0%	No material variance.
Revenue	\$5,677,841	\$5,657,229	\$20,612	0%	Reasons above ↑.
Depreciation and amortisation	(\$182,066)	(\$181,791)	(\$275)	(0%)	No material variance.
Employee costs	(\$1,375,866)	(\$1,357,002)	(\$18,864)	(1%)	No material variance.
Insurance paid	(\$68,881)	(\$68,859)	(\$22)	(0%)	No material variance.
Interest Expenses	(\$572)	(\$585)	\$13	2%	No material variance based on dollar amount.
Materials and contracts	(\$3,704,358)	(\$3,765,609)	\$61,251	2%	lower than expected haulage, processing and maintenance costs
Other expenses	(\$134,504)	(\$125,622)	(\$8,882)	(7%)	No material variance.
Utility charges	(\$21,526)	(\$22,527)	\$1,001	4%	No material variance.
Expense	(\$5,487,773)	(\$5,521,995)	\$34,222	1%	Reasons above ↑.
Changes on Asset Revaluation	\$0	\$0	\$0	0%	
Profit/ (Loss) on disposal of assets	\$0	\$0	\$0	0%	
Net Surplus (Deficit)	\$190,069	\$135,234	\$54,835	41%	Reasons above ↑.
This statement is to be read in conjunction with the accompanying notes.					Unfavourable variance
					Favourable variance

At YTD 31 March 2023, the WMRC had an operating surplus of \$190,069 compared to a budgeted surplus of \$135,234, resulting in a positive variance of \$54,835.

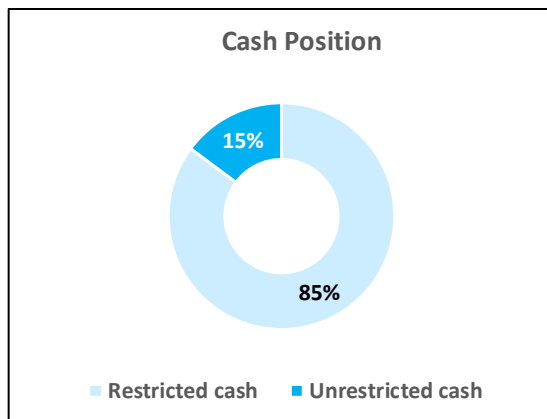
4. Business Performance – Financial Year 2022-23

With a balanced budget and ongoing marginal growth in waste streams, the WMRC is well positioned to continue a surplus trend while maintaining a strong cash balance. It is likely that the remaining months of the financial year will continue the same strong trend.

Income Statement by Nature & Type	Jun-23	Jun-23	Jun-22	Fct v Bud	Fct v Bud %	PY v Fct	PY v Fct %
Account	Forecast	Budget	Actuals	Variance	Variance	Variance	Variance
General Waste	10,490	10,807	11,091	(318)	(3%)	(602)	(5%)
Bulk Waste	7,104	6,150	6,103	954	16%	1,001	16%
FOGO	6,041	5,730	2,815	311	5%	3,227	115%
Green Waste	4,511	3,188	5,169	1,323	41%	(658)	(13%)
GO Green Waste	2,985	2,095	2,967	890	43%	18	1%
C&D	1,043	447	541	596	133%	503	93%
Mattress	85	92	99	(8)	(8%)	(14)	(14%)
Handling	569	607	580	(38)	(6%)	(11)	(2%)
Tonnages	32,827	29,115	29,363	3,712	13%	3,464	12%
General Waste	\$1,675,074	\$1,669,736	\$1,620,302	\$5,338	0%	\$54,772	3%
Bulk Waste	\$2,013,955	\$1,998,280	\$1,667,499	\$15,675	1%	\$346,456	21%
FOGO	\$742,456	\$747,207	\$329,648	(\$4,751)	(0.6%)	\$412,807	125%
Green Waste	\$516,158	\$520,447	\$483,728	(\$4,289)	(0.8%)	\$32,430	7%
GO Green Waste	\$236,950	\$235,731	\$185,895	\$1,219	0.5%	\$51,055	27%
C&D	\$108,966	\$107,376	\$56,644	\$1,590	1.5%	\$52,322	92%
Mattress	\$116,396	\$113,622	\$88,767	\$2,774	2.4%	\$27,629	31%
Handling	\$12,461	\$17,399	\$49,612	(\$4,938)	(28.4%)	(\$37,152)	(75%)
Service Delivery Charge	\$1,963,304	\$1,947,586	\$1,853,807	\$15,718	0.8%	\$109,497	6%
Other Income	\$177,061	\$184,782	\$97,121	(\$7,721)	(4.2%)	\$79,939	82%
Revenue	\$7,562,778	\$7,542,166	\$6,433,023	\$20,612	0.3%	\$1,129,755	18%
Fees and charges	\$5,551,486	\$5,541,193	\$4,482,095	10,293	0.2%	1,069,391	24%
Interest earnings	\$42,050	\$47,473	\$3,074	(5,423)	(11.4%)	38,976	1,268%
Operating grants, subsidies and contributions	\$1,963,304	\$1,947,586	\$1,853,807	15,718	0.8%	109,497	6%
Other income	\$5,938	\$5,914	\$94,048	24	0.4%	(88,110)	(94%)
Revenue	\$7,562,778	\$7,542,166	\$6,433,024	20,612	0.3%	1,129,755	18%
Depreciation and amortisation	(\$242,708)	(\$242,433)	(\$240,761)	(275)	(0.1%)	(1,947)	(1%)
Employee costs	(\$1,828,269)	(\$1,809,405)	(\$1,747,860)	(18,864)	(1.0%)	(80,409)	(5%)
Insurance paid	(\$91,863)	(\$91,841)	(\$84,480)	(22)	(0.0%)	(7,383)	(9%)
Interest Expenses	(\$781)	(\$794)	(\$1,110)	13	1.6%	329	30%
Materials and contracts	(\$4,960,076)	(\$5,021,327)	(\$4,222,294)	61,251	1.2%	(737,782)	(17%)
Other expenses	(\$176,397)	(\$167,515)	(\$380,003)	(8,882)	(5.3%)	203,606	54%
Utility charges	(\$29,060)	(\$30,061)	(\$13,518)	1,001	3.3%	(15,542)	(115%)
Expense	(\$7,329,154)	(\$7,363,376)	(\$6,690,026)	34,222	0.5%	(639,128)	(10%)
Changes on Asset Revaluation	\$0	\$0	\$0	-	0.0%	-	0%
Profit/ (Loss) on disposal of assets	\$0	\$0	(\$32,106)	-	0.0%	32,106	100%
				-	0.0%		0%
Net Surplus (Deficit)	\$233,625	\$178,790	(\$289,108)	54,835	30.7%	522,733	181%
Forecast:	Full year budget figures PLUS or (MINUS) YTD actual variance						

5. Statement of Cash Position

Statement of Cash Position	31-Mar-2023	30-Jun-2022	Movement
	\$	\$	\$
RESERVES - CASH BACKED			
Operations Reserve	550,000	851,772	(301,772)
Development Reserve	1,000,000	28,228	971,772
Total reserves	1,550,000	880,000	670,000
UNRESTRICTED CASH			
Commonwealth Account & Petty Cash	269,831	552,957	(283,126)
Total unrestricted cash	269,831	552,957	(283,126)
TOTAL CASH	1,819,831	1,432,957	386,874

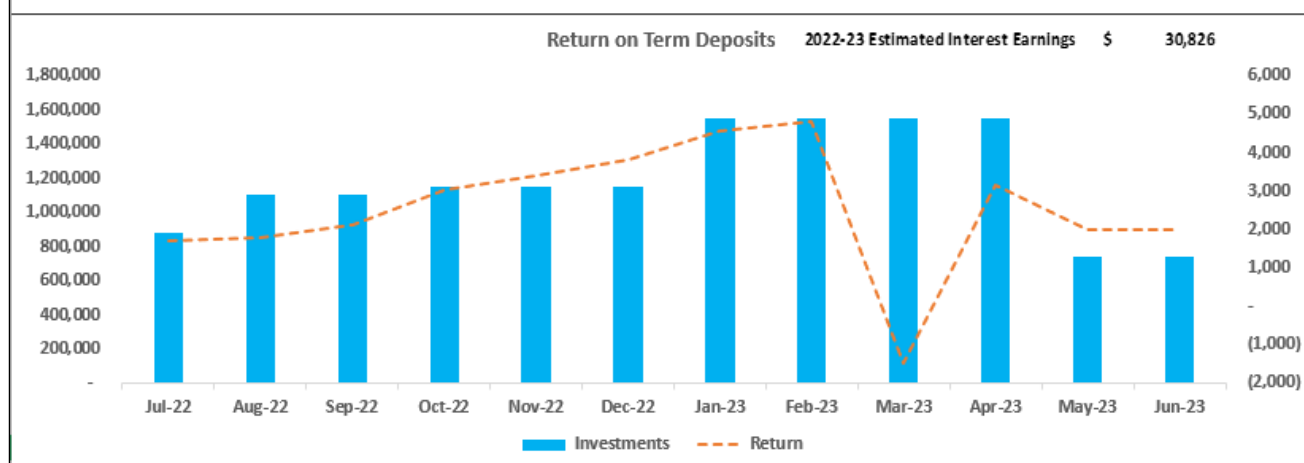


6. Statement of Investments

Statement of Investments as at 31 March 2023								
Investment Number	Date Invested	Maturity Date	Amount Invested	Gross Interest	Interest Rate %	Term (Days)	Reserve	Bank Holding
22	21/11/2022	21/11/2023	\$ 300,000	\$ 5,160	1.72%	365	Operations	CBA
23	6/03/2023	5/04/2023	\$ 270,000	\$ 808	3.64%	30	Development	CBA
24	21/10/2022	20/04/2023	\$ 250,000	\$ 4,922	3.97%	181	Operations	CBA
25	20/12/2022	19/04/2023	\$ 330,000	\$ 4,427	4.08%	120	Development	CBA
26	17/01/2023	17/05/2023	\$ 400,000	\$ 5,484	4.17%	120	Development	CBA
Total funds invested			\$ 1,550,000	\$ 20,800				

Explanation: WMRC closely monitors the interest rate movements and make diversified investments in short-term.

(a) During March Development Reserve fund Investment number 23 was placed for 1 month at 3.64%.



7. 2023-24 Annual Budget

- A councillor budget workshop is to be held on Thursday 11 May.
- We will take the tonnage trends arising from Member Councils moving to FOGO bin systems into account.
- We anticipate continuing growth in total waste throughput at the West Metro Recycling Centre with the proportion from outside Member Councils increasing.
- We intend to keep costs for Member Councils close to incurred direct expenses.
- We note that most of our costs are in major contracts which will increase by CPI taken from the June quarter.

OFFICER'S RECOMMENDATION

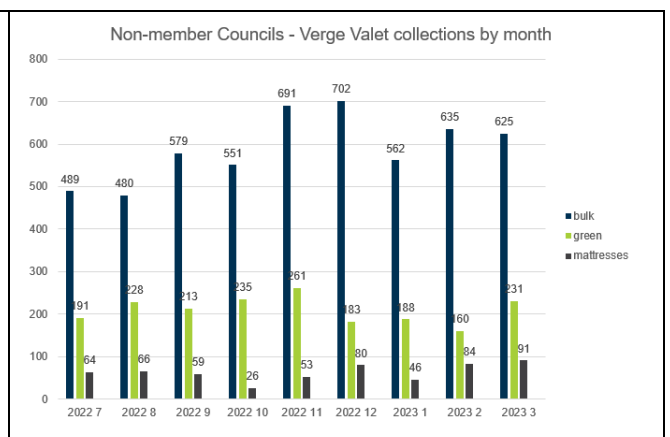
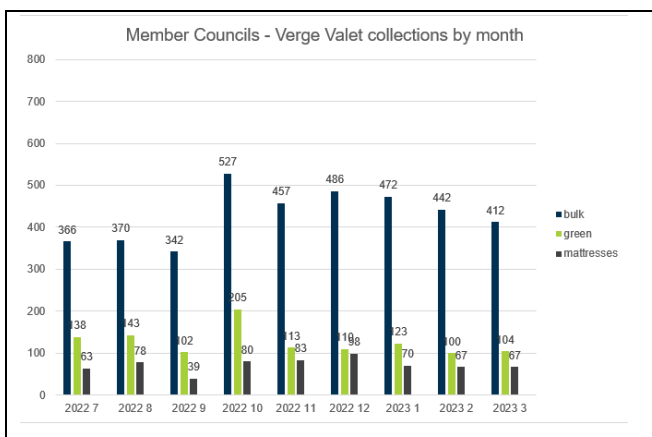
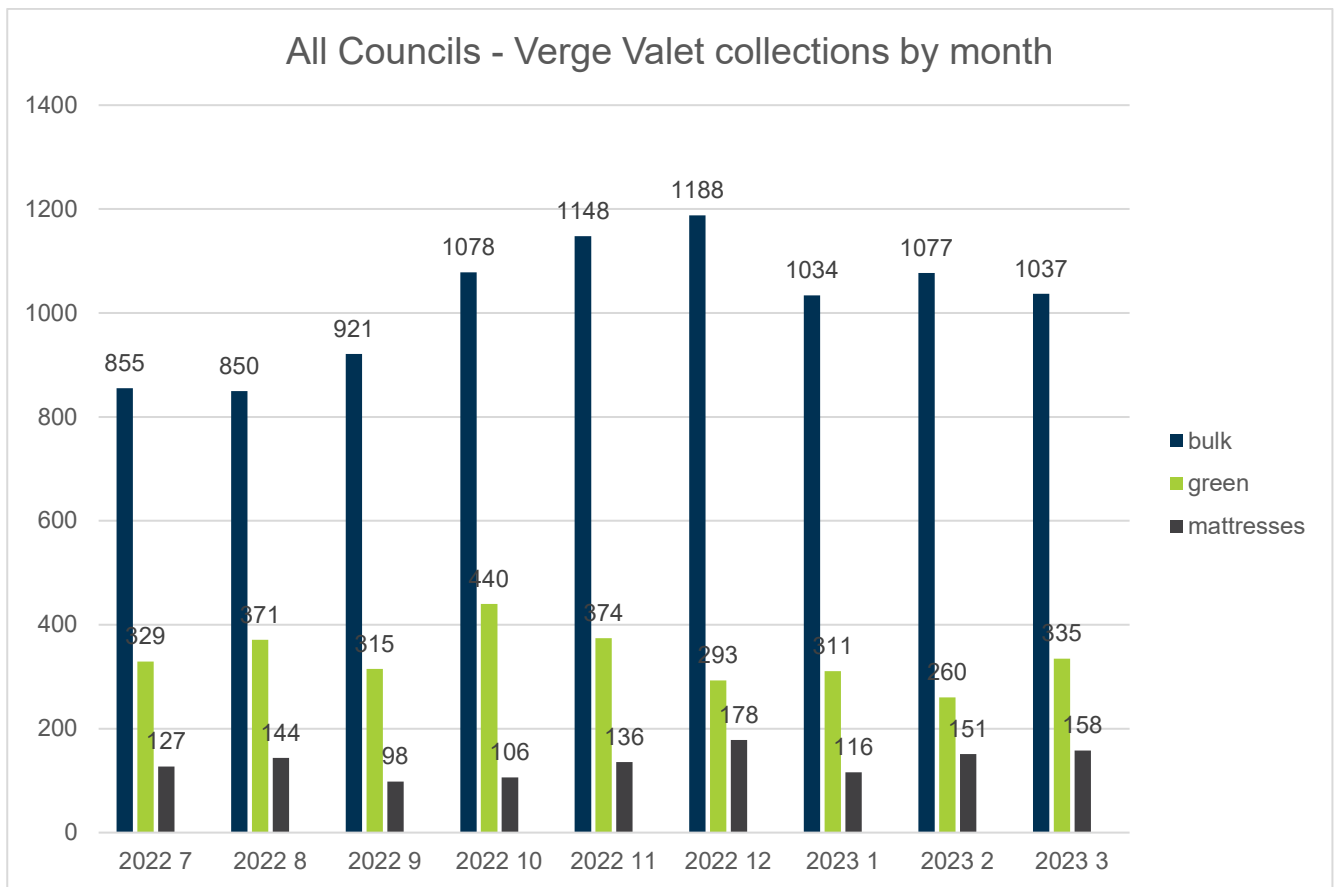
5.2.1 The report be noted.

CARRIED

5.3 VERGE VALET™ UPDATE

Verge Valet™ continues to run smoothly across all six host councils with more bulk and green waste collections per month outside our Member Councils than within. User satisfaction remains high at 61% percent average preference of Verge Valet™ over the traditional system and a further 16% of users with no preference about collection system.

We continue to investigate options for expansion beyond Member Councils, including software upgrades and are pleased to note continued interest from the City of Fremantle in the service.



Verge Valet direct income continues to exceed direct expenses for the March year to date. Income is 1.8% below budget and expenditure is 4.5% below budget. The service is making a net profit which is driven by collections from beyond Member Councils. See table below for year to end March results.

Budget Variance								
WESTERN METROPOLITAN REGIONAL COUNCIL								
For the month ended 31 March 2023								
	Actual	Budget	Var AUD	Var %	YTD Actual	YTD Budget	Var AUD	Var %
Income								
Verge Valet Income	\$106,170.79	\$108,163.00	-\$1,992.21	-1.8419%	\$971,508.80	\$973,467.00	-\$1,958.20	-0.2012%
Total Income	\$106,170.79	\$108,163.00	-\$1,992.21	-1.8%	\$971,508.80	\$973,467.00	-\$1,958.20	-0.2%
Gross Profit	\$106,170.79	\$108,163.00	-\$1,992.21	-1.8419%	\$971,508.80	\$973,467.00	-\$1,958.20	-0.2012%
Less Operating Expenses								
Verge Valet Costs	\$88,791.07	\$92,957.00	-\$4,165.93	-4.4816%	\$829,581.32	\$836,613.00	-\$7,031.68	-0.8405%
Total Operating Expenses	\$88,791.07	\$92,957.00	-\$4,165.93	-4.5%	\$829,581.32	\$836,613.00	-\$7,031.68	-0.8%
Operating Profit	\$17,379.72	\$15,206.00	\$2,173.72	14.2951%	\$141,927.48	\$136,854.00	\$5,073.48	3.7072%

OFFICER'S RECOMMENDATION

5.3.1 The report be noted.

CARRIED

5.4 OPERATIONS REPORT

West Metro Recycling Centre throughput: The development of the throughput is as expected. Overall MSW going to landfill is decreasing with the transition of the Town of Cottesloe to FOGO. We will see FOGO gradually increasing throughout the year and MSW from member councils decreasing. Commercial bulk waste and C&D waste are the main drivers for overall increased tonnages. We are currently attracting new business in waste transfer for commercial waste management companies to fill the open capacities in landfill transfer.

Waste stream in Tonnes	Feb 22	Feb 23	Mar 22	Mar 23	Apr 22	Apr 23
Residual waste to landfill (MSW only)	848	808	960	899	843	762
Bulk Green waste (incl VV)	369	393	454	422	495	427
GO green waste	233	265	273	284	218	249
FOGO	317	445	386	488	329	432
C&D waste for recycling	41	121	41	120	46	85
Asbestos for disposal	2	4	4	4	2	3
Bulk waste for recycling	343	397	281	543	291	430
Bulk waste Verge Valet	146	179	191	163	172	138
Cardboard for recycling	8	8	10	10	8	10
Scrap metal	10	10	12	15	11	15
E-Waste for recycling	5	5	0	5	4	4
HHW for processing	5	5	5	5	2	0
Mattresses for recycling	7	6	7	10	9	9
Total	2334	2646	2624	2968	2430	2564
Increase		13%		13%		6%

Site Infrastructure, improvements and safety:

The following are under consideration/ in action

- We finalised the procurement of a front-end loader. Delivery is expected to be mid of June.

- We ordered a new HHW storage container. This container will replace an old and rusted storage cabinet and will be an important part of the Recycling area re-design.
- We ordered new concrete L-wall barriers to built additional bulk material storage bunkers for the safe and orderly handling of mattresses, mulch and bulk waste.

OFFICER'S RECOMMENDATION

5.4.1 The report be noted.

CARRIED

5.5 COMMUNICATIONS AND EDUCATION REPORT

The main activities in since the last CEOAC meeting have been as follows:

Council Liaison and Support

- Support for Mosman Park's and Subiaco's FOGO transitions; particularly in communications
- Attendance at several well-received community FOGO information sessions and stalls in Subiaco
- Carrying out bin-tagging of around 2000 properties across Mosman Park, Peppermint Grove, Cottesloe and Claremont. This has shown a reduction in contamination in three of the four councils.
- Performing a count of general, recycling and GO bins across Mosman Park
- Waste station at Mosman Park's Sunset Eats community event
- Activities at Mosman Park's sustainability event
- Coordinating the first three of four Member Council Staff and EM consultation workshops for the review of WMRC's Strategic Community Plan.

Waste Communications

- Coordinating waste calendar production for four Member Councils (through Recycle Right)
- Monthly half page advertisements
- Growth in social media presence and reach
- Monthly Word on Waste e-newsletter and WMRC Bulletin
- Media releases
- Staffing the Recycling Hotline

Waste Management Community Education

- Tour of the West Metro Recycling Centre for community members
- Community tour of Paraquad and Return-It sites
- Compost workshop in Subiaco
- School Waste Education Days at Mosman Park Primary School

Verge Valet™

- Managing Verge Valet™ contracts and invoicing
- Managing user enquiries
- Researching the development of an improved booking logistics system

Representation to and collaboration with relevant bodies

- Attendance at CCC, WENG, WMRR WA, WALGA Waste Education Policy forum, Recycle Right Reference Group.
- Attendance at [draft State Waste Infrastructure Plan](#) consultation workshop

OFFICER'S RECOMMENDATION

5.5.1 The report be noted.

CARRIED

5.6 PROGRESS ON CEOAC RECOMMENDATIONS

An updated table highlighting the status of all CEOAC recommendations through to 3 May 2023 is provided at **Attachment 2**.

OFFICER'S RECOMMENDATION

5.6.1 The report be noted.

CARRIED

6 GENERAL BUSINESS

Nil

7 CLOSURE OF MEETING

The Chair thanked all attendees and closed the meeting at 2:27pm