

MINUTES

CHIEF EXECUTIVE OFFICERS' ADVISORY COMMITTEE MEETING

(CEOAC 03/2024)

Thursday 16 May
Commenced at **2:04 pm**

Shire of Peppermint Grove, 1 Leake St, Peppermint Grove
And Online (link in meeting invitation)

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1. DECLARATION OF OPENING

The Deputy Chair declared the meeting open at 2:04pm

2. RECORD OF ATTENDANCE AND APOLOGIES

Member	Position	Council
M Scott (Chair) from 2:12	Chief Executive Officer	Town of Cottesloe
L Ledger (Deputy Chair)	Chief Executive Officer	Town of Claremont
C Cameron	Chief Executive Officer	City of Subiaco
C Bywater	Chief Executive Officer	Town of Mosman Park
J Clapham	Manager of Corporate & Community Services	Shire of Peppermint Grove

Visitors	Position	Council / Organisation
L Eustance	Acting Chief Executive Officer	WMRC
R Bryant	Manager Operations	WMRC
P Kelly	Chair	WMRC

Apologies

D Burnett	Chief Executive Officer	Shire of Peppermint Grove
Y Wang	Manager Corporate Services	WMRC

3. CONFIRMATION OF PREVIOUS MINUTES

Draft minutes from the CEOAC meeting held on 21 March 2024 are at [this link](#).

Moved: C Bywater

Seconded: C Cameron

COMMITTEE RECOMMENDATION

3.1 The minutes of the CEOAC meeting held on 21 March 2024 be accepted as a true and proper record of that meeting.

Passed

4. MATTERS FOR CONSIDERATION

4.1 CONFIDENTIAL REPORT - DRAFT BUDGET 2024-2025

The WMRC Acting Chief Executive Officer and Manager Operations presented the draft 2024-25 budget with introductory remarks by WMRC Chair Cr. P. Kelly. Discussion followed.

J Clapham left the meeting at 3:10pm

The meeting was closed at 3:12pm.

OFFICER'S RECOMMENDATION

4.1.1 The presentation be noted.

4.2 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 11 March 2024 which was dealt with at the WMRC Ordinary Meeting of 21 March 2024.

Members will be updated verbally on new developments.

OFFICER'S RECOMMENDATION

4.2.1 The verbal report of the WMRC A/CEO be noted

4.3 CURTIN SUSTAINABILITY FAIR

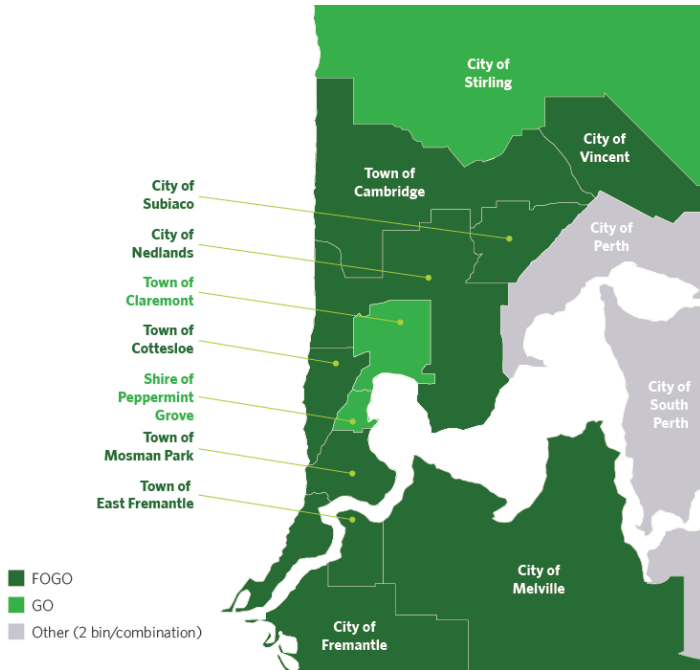
Member Councils and the WMRC have each received an invitation to be a part of the forthcoming Curtin Sustainability Fair organised by the office of the local Federal Member and held at Claremont Showgrounds. There is no cost to stallholders, or the public to attend the event. The WMRC and the Town of Mosman Park held adjacent stalls at the first Sustainability Fair held in 2023. The WMRC's stall included the GREAT games, promoted the "Recycle the five" message, FOGO compost and Containers for Change. The Town of Mosman Park's highlighted their change to a FOGO bin system and included information about other sustainability initiatives.

The stalls were very popular with the visiting public and provided a way to meet with interested local residents to bolster contact through other channels (physical and online). Collaborating with the Town had mutual benefit.

OFFICER'S RECOMMENDATION

4.3.1 The WMRC and any interested Member Councils request to be co-located at the Curtin Sustainability Fair 2024.

4.4 GOING FOGO – COST OR SAVING?



The State Waste and Resource Recovery Strategy 2030 states that all local governments in the Perth and Peel region are to have a consistent three bin system including separating food organics and garden organics by 2025. All Member Councils have committed to this move in their Waste Plans and three have already transitioned.

The map shows the FOGO, GO or alternative bin system status in Member Councils and surrounding local governments as of 1 July 2024.

The State Government provides a contribution of \$15 per household to the

cost of the transition through Better Bins Go FOGO funding.

The WMRC has assessed whether for Member Councils who have already transitioned to a weekly FOGO service, the change has contributed to a net cost or saving to the Member Council. This analysis has been based on the tonnage charges to the Member Councils for waste delivered through the West Metro Recycling Centre. The comparison has been between 12 months of charges under a FOGO service (extrapolated where necessary) and their charges in the immediately preceding 12 months at the FY 23-24 rates, i.e. what would they have been charged this year had they not transitioned to FOGO?

The table below, which also shows the change in the waste streams received from each of the three Member Councils, summarises that going FOGO has saved both of the previously GO-bin Councils an average of 5.3% of the combined charge for green waste (vergeside and kerbside) and general waste (kerbside).

Change in waste composition	% saving in WMRC gate fees	Notes
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<p>Cottesloe Tonnes before and after FOGO (11 months)</p> <table border="1"> <thead> <tr> <th>Period</th> <th>Gen</th> <th>GO/FOGO</th> <th>VV green</th> </tr> </thead> <tbody> <tr> <td>Jun 21 - Apr 22</td> <td>1458</td> <td>761</td> <td>71</td> </tr> <tr> <td>Jun 22 - Apr 23</td> <td>971</td> <td>1265</td> <td>72</td> </tr> <tr> <td>Jun 23 - Apr 24</td> <td>969</td> <td>1344</td> <td>60</td> </tr> </tbody> </table>	Period	Gen	GO/FOGO	VV green	Jun 21 - Apr 22	1458	761	71	Jun 22 - Apr 23	971	1265	72	Jun 23 - Apr 24	969	1344	60	<p>8% at 23-24 rates</p>	<p>FOGO from mid-May 22 Period used 1 Jun- 30 Apr</p>
Period	Gen	GO/FOGO	VV green															
Jun 21 - Apr 22	1458	761	71															
Jun 22 - Apr 23	971	1265	72															
Jun 23 - Apr 24	969	1344	60															
<p>Mosman Park - tonnes before and after FOGO (8 months)</p> <table border="1"> <thead> <tr> <th>Period</th> <th>Gen</th> <th>GO/FOGO</th> <th>VV green</th> </tr> </thead> <tbody> <tr> <td>Sep 22-Apr 23</td> <td>1259</td> <td>568</td> <td>85</td> </tr> <tr> <td>Sep 23-Apr 24</td> <td>818</td> <td>1016</td> <td>52</td> </tr> </tbody> </table>	Period	Gen	GO/FOGO	VV green	Sep 22-Apr 23	1259	568	85	Sep 23-Apr 24	818	1016	52	<p>3% at 23-24 rates</p>	<p>FOGO from mid-August 2023 Period used 1 Sept – 30 Apr</p>				
Period	Gen	GO/FOGO	VV green															
Sep 22-Apr 23	1259	568	85															
Sep 23-Apr 24	818	1016	52															
<p>Subiaco tonnes before and after FOGO - 12 months</p> <table border="1"> <thead> <tr> <th>Period</th> <th>Gen</th> <th>Green/FOGO</th> <th>green verge</th> </tr> </thead> <tbody> <tr> <td>May 22-Apr 23</td> <td>4574</td> <td>35</td> <td>864</td> </tr> <tr> <td>May 23-Apr 24</td> <td>3543</td> <td>1835</td> <td>67</td> </tr> </tbody> </table>	Period	Gen	Green/FOGO	green verge	May 22-Apr 23	4574	35	864	May 23-Apr 24	3543	1835	67	<p>10% at 23-24 rates</p>	<p>FOGO from May 23. Previously had a weekly vergeside greenwaste collection and minor FOGO collection from commercial premises.</p>				
Period	Gen	Green/FOGO	green verge															
May 22-Apr 23	4574	35	864															
May 23-Apr 24	3543	1835	67															

WMRC’s 2023-24 fees and charges indicate that going FOGO will save the remaining Member Councils at least 5% in Fees and Charges to WMRC on 2023-24 rates through 2024-25 in comparison to delaying the transition. Further modelling can be carried out once the 2024-25 budget is finalised.

OFFICER’S RECOMMENDATION

4.4.1 The report be noted.

5 INFORMATION ITEMS

5.1 WMRC OCM AND SCMS

At the March OCM the Council of the WMRC adopted the mid-year budget review, the delegations register, the Compliance Audit Return 2023, reviewed the 2024 procurement program, resolved that the Administration prepare a risk management policy and review internal policies, and approved a 12-month contract for haulage and processing of green waste.

The two April SCMs were to approve the choice of and contract for the new CEO.

OFFICER'S RECOMMENDATION

5.1.1 The report be noted.

5.2 FINANCIAL REPORT

Year-to-Date (YTD) to 31 March 2024, WMRC recorded a surplus of \$194,052 compared to a budgeted surplus of \$194,052.

Operating revenues for the YTD are \$6,602,230 against a budget of \$6,108,705 (8.1% under budget)

Operating expenses for this period are \$6,408,178 against budget of \$5,963,832 (7.5% under budget)

Capital expenditure for the YTD is \$105,118 against a budget of \$296,000 (36% under budget).

Although our year-to-date revenue figures are higher than budgeted because of continuing high waste volumes, staff costs associated with higher than anticipated activity and changeover are impacting our net results and will impact the year-end result.

OFFICER'S RECOMMENDATION

5.2.1 The report be noted.

5.3 OPERATIONS REPORT

West Metro Recycling Centre throughput

The Recycling Centre continues to see increases in both commercial and residential visitors; the number of tickets issued in April 2024 was 62% higher than in April 2023.

The YTD throughput is currently 12.35% higher than in the same period last year, with 27.61% more transactions completed; with those trends expected to continue for the remainder of the FY.

Waste	January 2024	February 2024	March 2024	April 2024
Residual waste	815	695	695	675
FOGO	820	701	736	734

Bulk waste Incl. VV	666	861	665	639
Green waste incl. GO and VV	531	527	614	610
C&D waste	143	139	128	110
Scrap metal	28	16	16	19
Cardboard	13	10	10	14
HHW / paint and batteries	8	11	14	8
Total Site Tonnage	3,130	3,060	2,995	3,002
Total Site Transactions	4,692	3,909	4,419	5,118

OFFICER'S RECOMMENDATION

5.3.1 The report be noted.

5.4 COMMUNICATIONS AND EDUCATION REPORT

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

Council Liaison and Support

- Data analysis and reporting from the bin tagging program.
- Staff support to Subiaco's FOGO rollout to MUDs and Commercial businesses

Waste Communications

- Staffing the Recycling Hotline
- Monthly half page advertisement
- Growth in social media presence and reach
- Monthly Word on Waste e-newsletter

Waste Management Community Education

- Two Clothes Swaps events as part of the (re)Love your Stuff project (DWER funded).
- Community tours of the West Metro RC and Paraquad industries.
- School Waste Education days at Subiaco Primary School.

Verge Valet™

- Managing Verge Valet™ contracts and invoicing
- Managing user enquiries

Representation to and collaboration with relevant bodies

- Attendance at CCC, WMRR WA, WENG

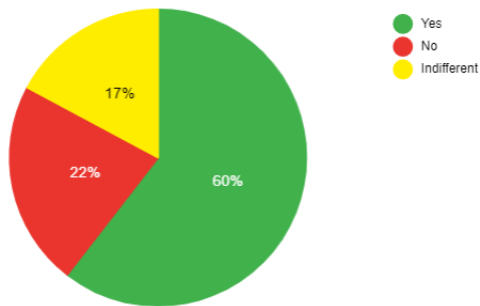
OFFICER’S RECOMMENDATION

5.4.1 The report be noted.

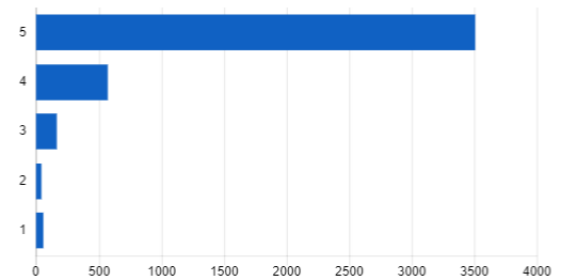
5.5 VERGE VALET™ UPDATE

Verge Valet™ continues to run well across all six host councils with more bulk and green waste collections per month outside our Member Councils than within. As the WMRC provides the service at cost to Member Councils, the inclusion of non-member host councils allows the service to generate a surplus. User satisfaction remains high at 60% percent average preference of Verge Valet™ over the traditional system. A further 17% of users have no preference concerning collection system.

Prefer Verge Valet - All Councils



Booking System Rating - All Councils



Booking Rating

CAM	4.66
COT	4.77
FRE	4.55
MOS	4.77
PEP	4.81
SUB	4.78
VIN	4.72
TOTAL	4.71

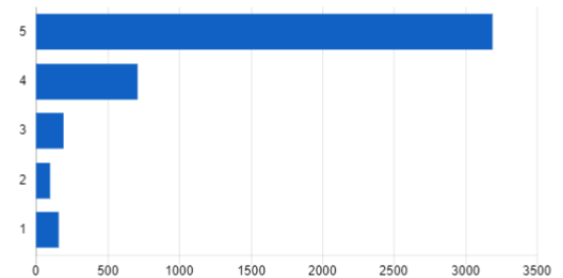
Collection Rating

CAM	4.51
COT	4.59
FRE	4.36
MOS	4.55
PEP	4.69
SUB	4.75
VIN	4.64
TOTAL	4.54

Overall Rating

CAM	4.47
COT	4.62
FRE	4.43
MOS	4.60
PEP	4.73
SUB	4.73
VIN	4.64
TOTAL	4.54

Collection Rating - All Councils



OFFICER’S RECOMMENDATION

5.5.1 The report be noted.

5.6 PROGRESS ON CEOAC RECOMMENDATIONS

An updated table highlighting the status of all outstanding CEOAC recommendations through to 26 April 2024 is provided at **Attachment 1**.

OFFICER'S RECOMMENDATION

5.6.1 The report be noted.

6 GENERAL BUSINESS

7 CLOSURE OF MEETING

The meeting was closed at 3:12pm with items 4.2 onwards not dealt with.