

Agenda

ORDINARY COUNCIL MEETING (OCM 04/25)

31 July 2025
Commencing at 5:30 pm

Town of Mosman Park
1 Memorial Drive
Mosman Park WA 6012

Dear Chair and Councillors

I advise that an Ordinary Meeting of the Western Metropolitan Regional Council will be held at the Town of Mosman Park, 1 Memorial Drive, Mosman Park on **Thursday 31 July 2025** commencing at **5.30pm**.

Stuart Devenish

Chief Executive Officer

Open Council Meetings – Procedures

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

Stuart Devenish

Chief Executive Officer

25 July 2025

CONTENTS

1. DECLARATION OF OPENING	4
2. RECORD OF ATTENDANCE AND APOLOGIES	4
3. DISCLOSURES OF INTERESTS	5
4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	5
5. PUBLIC QUESTION TIME	5
6. APPLICATIONS FOR LEAVE OF ABSENCE	5
7. PETITIONS, APPROVED DEPUTATIONS AND PUBLIC STATEMENTS	5
8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION	5
9. CONFIRMATION OF PREVIOUS COUNCIL MINUTES	5
9.1 CONFIRMATION OF PREVIOUS ORDINARY COUNCIL MEETING MINUTES.....	5
9.2 CONFIRMATION OF PREVIOUS SPECIAL COUNCIL MEETING MINUTES	5
10. REPORTS OF COMMITTEES AND OFFICERS	7
10.1 FINANCIAL STATEMENTS.....	7
10.2 CREDITOR AND DEBTOR PAYMENTS	11
10.3 DESIGN BRIEF FOR RECYCLING CENTRE CONCEPT REDEVELOPMENT PLAN...	13
11. INFORMATION BULLETINS	17
11.1 SAFETY AND OPERATIONS REPORT	17
11.2 COMMUNICATIONS AND EDUCATION UPDATE.....	22
11.3 VERGE VALET™ REPORT.....	35
11.4 PROGRESS ON COUNCIL RESOLUTIONS	39
11.5 CEO FORUM – RECORD OF MEETING	41
12. MOTIONS FOR WHICH PREVIOUS NOTICE HAS BEEN GIVEN	43
13. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN	43
14. MEMBERS' QUESTIONS WITHOUT NOTICE	43
15. URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION	43
16. MATTERS BEHIND CLOSED DOORS	43
17. BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING	44
18. GENERAL BUSINESS	44
19. CLOSURE OF MEETING	44

1. DECLARATION OF OPENING

2. RECORD OF ATTENDANCE AND APOLOGIES

Councillors

Cr. P Kelly	Chair	Town of Claremont
Cr. A Maurice	Deputy Chair	Town of Mosman Park
Cr. B Wyllynko	Member	Town of Cottesloe
Cr P. Macintosh	Member	Shire of Peppermint Grove
Cr. R deVries	Member	City of Subiaco

Staff

S Devenish	Chief Executive Officer	WMRC
R Bruce	Acting Manager Comms and Ed	WMRC
B McInnes	Manager Operations	WMRC
Y Wang	Manager Corporate Services	WMRC
C Francis	Finance & Customer Service Officer	WMRC

Leave of Absence

Nil

Visitors

Observers

Apologies

3. DISCLOSURES OF INTERESTS

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

5. PUBLIC QUESTION TIME

6. APPLICATIONS FOR LEAVE OF ABSENCE

7. PETITIONS, APPROVED DEPUTATIONS AND PUBLIC STATEMENTS

8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

9. CONFIRMATION OF PREVIOUS COUNCIL MINUTES

9.1 CONFIRMATION OF PREVIOUS ORDINARY COUNCIL MEETING MINUTES

Minutes of the previous Ordinary Council Meeting held on 22 May 2025 were circulated earlier under separate cover. A copy of the May OCM minutes is at [this link](#) with the relevant attachments at [this link](#).

RESPONSIBLE OFFICER RECOMMENDATION

- 9.1.1 Council accepts the minutes of the previous Ordinary Council Meeting held on 22 May 2025 as a true and accurate record of proceedings.**

9.2 CONFIRMATION OF PREVIOUS SPECIAL COUNCIL MEETING MINUTES

Minutes of the previous Special Council Meeting held on 12 June 2025 were circulated earlier under separate cover. A copy of the June SCM minutes is at [this link](#) with the relevant attachments at [this link](#).

Minutes of the previous Special Council Meeting held on 10 July 2025 were circulated earlier under separate cover. A copy of the July SCM minutes is at [this link](#).

RESPONSIBLE OFFICER RECOMMENDATION

- 9.2.1 Council accepts the minutes of the previous Special Council Meeting held on 12 June 2025 as a true and accurate record of proceedings.**
- 9.2.2 Council accepts the minutes of the previous Special Council Meeting held on 10 July 2025 as a true and accurate record of proceedings.**

10. REPORTS OF COMMITTEES AND OFFICERS

10.1 FINANCIAL STATEMENTS

Responsible Officer: **Manager Corporate Services**

Date: **21 July 2025**

Attachments: **10-1A Financial Report for May 2025**
 10-1B Financial Report for June 2025

PURPOSE

To provide a monthly and year-to-date summary of the WMRC's operating performance and financial position, along with explanations of variance to budget.

BACKGROUND

Local Government (Financial Management) Regulation 34 requires monthly financial activity statements to be presented to the Council. The statements include a statement of financial activity reporting on revenue and expenditure, as set out in the annual budget under FM regulation 22(1)(d).

Each year, Council is required to adopt a percentage or value to be used for material variance (actual versus budget/forecast) reporting accompanied with explanatory notes. At its meeting on 12 June 2025, Council adopted a value of \$20,000 or 10% for reporting material variances (actual versus budget/forecast).

DETAIL AND OPTIONS ANALYSIS

The following financial attachments outline the business performance and position for the year-to-date periods ended 31 May 2025 and 30 June 2025.

May Year-to-date

Year-to-Date (YTD) to 31 May 2025, WMRC recorded comprehensive income (net income) \$536,351 compared to a budget of \$429,673. Further details are in **Attachment 10-1A**.

Operating revenues for the YTD are \$9,951,161 against a budget of \$9,858,917 (0.9% over budget)

Operating expenses for this period are \$9,414,810 against a budget of \$9,429,244 (0.15% under budget)

June Year-to-date

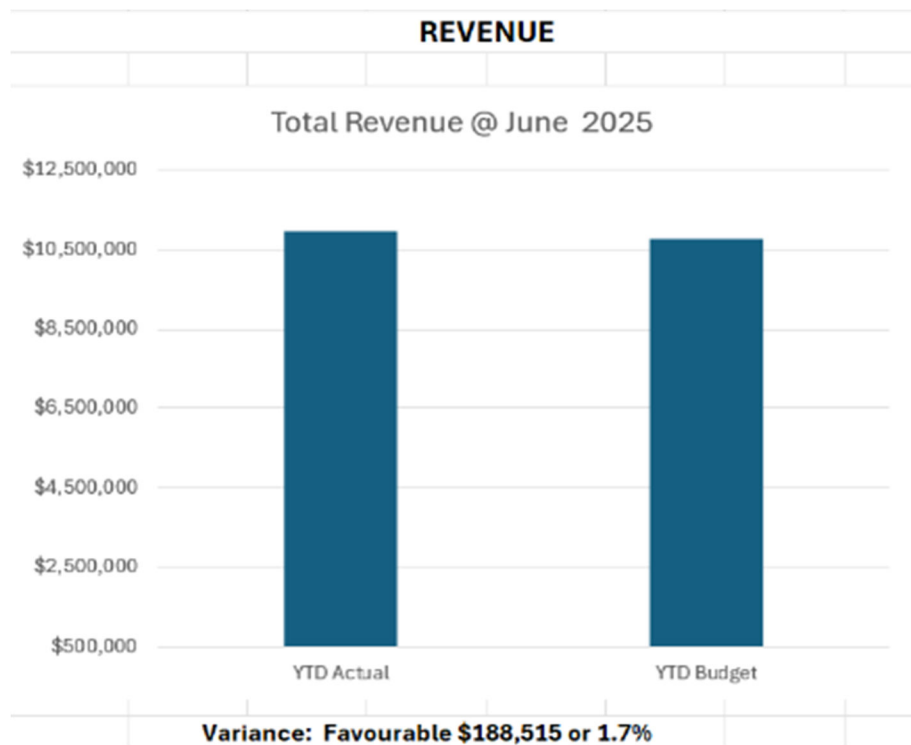
Year-to-Date (YTD) to 30 June 2025, WMRC recorded comprehensive income (net income) \$675,076 compared to a budgeted \$498,367. Further details are in **Attachment 10-1B**.

Operating revenues for the YTD are \$10,973,320 against a budget of \$10,784,804 (1.7% above budget)

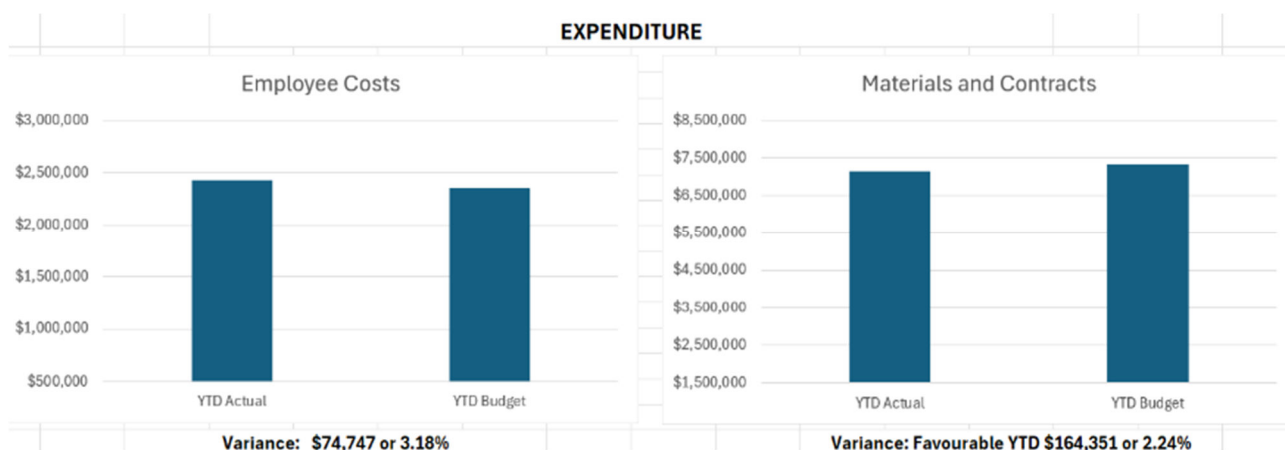
Operating expenses for this period are \$10,298,243 against budget of \$10,286,437 (0.11% over budget)

Variance analysis in relation to each activity area is included in the attachments.

Summary of Major Activity Areas



In the financial year 2024-25, total revenue, including Fees & Charges, Service Delivery Charges (SDC), and other sources, amounts to \$10,973,320, compared to the budgeted amount of \$10,784,804. WMRC has achieved a favorable variance of \$188,515. This growth is attributed to additional increase in site tonnes volume compared to Mid-Year budget review.



On the expenditure side, employee costs are being effectively managed. The slight overspending \$74,747 includes a Long Service Leave (LSL) payout and couple staff terminations payments, which will be adjusted from the leave provision reserve at the end of the financial year.

It is important to note the \$164,351 saving on Materials and Contracts. The operational team has managed the cost efficiently including associated cost of increased tonnage and item throughput. The total budget is set in line with the Mid-Year budget review outcomes.

RISK MANAGEMENT

Regular reviews, careful planning and reporting, and continuous improvements on process and controls help to manage WMRC's financial risks.

COMMUNICATION AND CONSULTATION

The financial performance of the WMRC is discussed amongst WMRC management and with CEOAC at its meetings every two months.

REPORT IMPLICATIONS

Legislation and Policy Alignment

Local Government (Financial Management) Regulations

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 with an explanation of material differences
- the net current assets at month end
- statement of financial position

The financial reporting is prepared in accordance with Council Policy: Finance. Policies are reviewed from time to time as required to ensure compliance with legislative and statutory obligations.

Business and Strategic Alignment

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

Financial and Resource Implications

The report presents the operating performance and statement of financial position of the Council.

COMMENTS

It is recommended that Council note the financial results to date against budget.

VOTING REQUIREMENTS

Simple majority.

RESPONSIBLE OFFICER'S RECOMMENDATION

- 10.1.1 Council resolve to note the financial reports for May 2025 and June 2025 respectively.**

10.2 CREDITOR AND DEBTOR PAYMENTS

Responsible Officer:	Customer Service & Finance Officer
Date:	23 July 2025
Attachment:	10.2A May 2025 Payments 10.2B May 2025 Credit Card Statements and Payments (25 April 2025 – 26 May 2025) 10.2C June 2025 Payments 10.2D June 2025 Credit Card Statements and Payments (27 May 2025 – 26 June 2025) 10.2E Debtors Outstanding as of 30 June 2025

PURPOSE

The schedule of accounts paid for May and June 2025 is attached for the endorsement of Council. The schedule of debtors as of 30 June 2025 is attached for receipt by Council.

BACKGROUND

In accordance with Regulation 13 and 13A of the *Local Government (Financial Management Regulations) 1996*, if the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund, a list of accounts paid is to be prepared for each month.

RISK MANAGEMENT

Introduced improved balance (strike) procedure between cash inflows and outflows to ensure vendor bills paid on time and collection of cash from customer when due.

COMMUNICATION AND CONSULTATION

Nil.

REPORT IMPLICATIONS

Legislation and Policy Alignment

- *Local Government (Financial Management) Regulations 1996*
- *Local Government Act 1995*

Business and Strategic Alignment

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.

Financial and Resource Implications

Nil.

COMMENTS

The statements attached to the report satisfy the reporting obligations of the Act and schedule payments made in accordance with appropriate authorities. The schedules are recommended for endorsement and receipt accordingly.

VOTING REQUIREMENT

Simple majority.

RESPONSIBLE OFFICER'S RECOMMENDATION

- 10.3.1 Council endorses the schedule of accounts paid of \$1,571,601.35 and \$2,035,413.55 for the months of May and June 2025 respectively.**
- 10.3.2 Council endorses the schedule of accounts paid of \$11,114.12 and \$7,355.59 Credit Card Statements for May and June 2025 respectively.**
- 10.3.3 Council receives the schedule of debtors outstanding as of 30 June 2025.**

10.3 DESIGN BRIEF FOR RECYCLING CENTRE CONCEPT REDEVELOPMENT PLAN

Responsible Officer:	Chief Executive Officer
Date:	31 July 2025
Attachments:	Confidential 10.3A Strategy Development 10.3B Development Options 10.3C Specification

PURPOSE

The purpose of this report is to consider the design brief for preparing the Concept Redevelopment Plan for the Recycling Centre. This design brief is informed largely from workshopping with internal and external stakeholders facilitated by the Western Australian Treasury Corporation using their Investment Logic Modelling (ILM) process.

BACKGROUND

At its meeting on 30 January 2025, Council endorsed a Project Plan to guide the production of Concept level Redevelopment Plan for the West Metro Recycling Centre.

This requires engagement of suitably qualified Consulting team to produce the Redevelopment Plan based on a Design Brief provided by WMRC.

The Project Plan described a process of “Blue Sky” workshop activity with internal staff and external experts to determine long term activities that may be conducted at the Recycling Centre to inform the Design Brief.

DETAIL

Development of Design Brief

As outlined in the Project Plan, a design brief is to be developed from which specialist consultants will be engaged to work with the WMRC to develop a preferred Concept Redevelopment Plan for endorsement by Council. This Concept Development Plan would then guide future investments by WMRC at the Recycling Centre.

To produce a Design Brief, a three-stage approach was taken:

1. Identify a broad “blue sky” set of possible development outcomes.
2. Rank the possible development outcomes to determine a short list of potential development outcomes which can be explored at a reasonable consulting fee.
3. Identify which activities are related directly to a Concept Development plan for the Recycling Centre and which are “offsite” business improvement options that can be explored separately.
4. Imbed the short list of development outcomes into a design brief to form part of a Request for Quotation for Consultants to develop the Concept Redevelopment Plan.

ILM Workshop

WMRC engaged the services of Western Australian Treasury Corporation (WATC) to assist in Stages 1 and 2 detailed above. They deployed an Investment Logic Map (ILM) process. The aim of ILM is to identify and document rationale behind any proposed investment decisions. It is an early-stage process used to define the problem/opportunity, consider all key issues, barriers and benefits.

This process involved a WATC facilitated workshop to identify and map the issues.

WMRC brought together a team to participate in the workshop comprising external experts:

- Waste operations technology provider
- WALGA waste specialist
- Member Council waste manager
- CEO of Eastern Metropolitan Regional Council
- Industry economic modelling specialist
- Circular economy specialists from Good Sammy
- Workpower (service provider) specialist in community “tip shops”
- Waste Engineering and Circular Economy specialists from external consultant firm

The Chair of WMRC and Councillor Macintosh along with the WMRC Leadership team rounded out the attendees.

The activities undertaken during the workshop were then synthesised by WATC into a two-page Investment Logic Map Strategy document. Given the Intellectual Property imbedded in the WATC process, this document is provided as a Confidential Attachment 10.3A.

The primary outcome of this stage was a comprehensive list of possible options that could be undertaken at the Recycling Centre (although there were a few that also considered business improvement or off site works which would be outside the scope of this Design Brief). It is to be noted that at the outset of the workshop, it was agreed that the current core functions undertaken at the Recycling Centre (receipt and transfer of kerbside waste, community drop off and ‘fee for disposal’ commercial services would continue, albeit under improved layouts or processes).

Post Workshop Analysis

Once the workshop determined the long list of possible development options, WATC and WMRC worked to determine the short list of options.

This was undertaken using Multi Criteria Analysis (MCA) technique. Each option was rated against the six pillars contained in the Project Plan (Environmental, Economic, Statutory, Safety, Planning and Customer) and the WMRC’s Risk Appetite (Reputational, Governance, Strategic, Commercial & Legal, Financial, Information Technology, Health & Safety, Operational and HR Management).

The relative weight of each criteria was determined by WMRC.

The ranked order of each option is provided as Attachment 10.3B

Design Brief

Many of the ranked options would necessitate (for practicality) to be aggregated into a single activity such that proper design can be undertaken.

The Concept Redevelopment Plan design is intended to be undertaken by specialist consultants engaged by the WMRC. A Request for Quotation (RFQ) document would be issued by the WMRC inviting responses from these consultants. The RFQ would contain a comprehensive scope of works, assessment criteria, expected methodology and General Conditions of Contract would also be accompanied by a **Design Brief**.

This **Design Brief** is the aggregation and definition of the short-listed options detailed above as well as retention of existing core activities.

Attachment 10-3C incorporates the Design Brief into a Specification of services that WMRC would be seeking from Consultants developing the Concept Redevelopment Plan.

Once this Specification is endorsed by Council, quotations will be sought to undertake the work and commencement in September / October 2025.

Complementary Works

The ILM process identified several options that WMRC could implement to improve its undertaking that would not fundamentally shape the Concept Redevelopment Plan. These initiatives will be further evaluated by the Administration with subsequent recommendations made to Council where resource implications or fee considerations are to be made. Some of these initiatives include:

- Developing partnerships with nearby commercial or not for profit businesses for tip shops or other re-use initiatives (if an on-site tip shop is not preferred)
- Examining the viability of having higher capacity waste trailers able to leave the site under Main Roads Accredited Mass Movement Scheme (AMMS) including Restricted Access Vehicle (RAV) network changes
- Enhancements to the data capture and data analysis software systems to improve business intelligence (which may feed into the Concept plan in terms of infrastructure)
- Expansion of operating hours to provide better customer service and potential increased revenue
- Forecasting feasibility of attracting non-member Councils for acceptance of FOGO & Residual kerbside waste (which will factor in part to future capacity capabilities of site)
- Examine partnerships with commercial waste contractors who may need physical space waste delivery capacity on site for off-site processing.

RISK MANAGEMENT

This report and subsequent contract award would assist mitigation of Strategic Level risks associated with the following areas of the Corporate Risk Register:

Strategic - SS1, SS2, SS4, SS5, SS8

Commercial and Legal – SC1

Financial – SF1

Workplace Health & Safety – WHSS1

Human Resources – SHR1, SHR2, SHR3, SHR4

Operational – SO1

Information Technology – SIT1

Reputational – SR1, SR5

COMMUNICATION AND CONSULTATION

The WATC ILM process engaged with external industry stakeholders.

REPORT IMPLICATIONS

Business and Strategic Alignment

SCP Strategy 1: Achieve a comprehensive, cost-effective waste management service across the region

Financial and Resource Implications

Allocation of funding of \$ 100,000 for the Design Services has been provided in the 2025/2026 Budget.

COMMENTS

The ILM process and engagement of external stakeholders was very beneficial and has added value to the Project. The Administration wishes to acknowledge the efforts of WATC, External Stakeholders and WMRC Councillors who gave their time and expertise to this Project.

The terms of the design brief are based on well considered options and opportunities and will provide a plan from which staging and associated funding arrangements can be determined. Importantly, the project outcome will provide the basis for progressive site renewal and upgrade to optimise services to member Councils and other communities. Endorsement of the brief is recommended accordingly.

VOTING REQUIREMENT

Simple majority

RESPONSIBLE OFFICER'S RECOMMENDATION

10.3.1 That Council endorse the Specification provided as Attachment 10-3C to allow engagement of a Design Team to provide a Concept Redevelopment Plan for the West Metro Recycling Centre.

11 INFORMATION BULLETINS

11.1 SAFETY AND OPERATIONS REPORT

Responsible Officer: Manager Operations

Date: 31 July 2025

Attachment: Nil

PURPOSE

This report covers risk and safety management related topics as well as operational updates of waste management, waste transfer and recycling operations for May and June 2025.

BACKGROUND

The West Metro Recycling Centre (Recycling Centre') maintains a focus on health and safety for staff, contractors, visitors and customers and seeks to continuously improve waste receipt and transfer operations, and services for residents and commercial customers.

DETAIL

Safety Actions

- Weekly Toolbox and Safety meetings are conducted at the Recycling Centre with staff
- Fortnightly Gatehouse Toolbox meetings for site leadership.

During the reporting period, the following incidents have been recorded:

- A NCH Silo became loose on its towed trailer on a return trip from the landfill processing facility. It was found that mid latches were not secured. A new operating procedure is now in place to not only visually inspect latches prior to leaving the Recycling Centre but to physically check each one for proper operation.
- Two incidents of overnight break ins occurring where intruders have cut sections of the perimeter palisade fencing and absconded with a bicycle and some containers for change receptacles. New CCTV system the entire Recycling Centre has been ordered for a September installation.
- Two incidents where the same customer was using unsafe practice to unload greenwaste almost caused collisions with other vehicles. Despite a warning and request for improvement after the first incident, the second incident soon thereafter was sufficient to have the customer suspended from access to the Recycling Centre for the foreseeable future.
- A small fire occurred in the Bulk Waste Stockpile which was immediately extinguished by Staff. The seat of the fire source was within a dumped suitcase with no determination of what ignition source created the fire.

During the reporting period, the following enhancements to site safety have been implemented:

- Enhanced focus in toolbox meetings with staff of safe use of plant and machinery and site situational awareness.
- Further site hygiene improvements within the community drop off area through relocation of drop off bins

Resident Recycling Area

The resident recycling area continues to operate smoothly, with generally positive feedback from residents in their interactions with staff.

Major Projects Underway

The two new waste trailers are under fabrication at engineering works in Kewdale. All indications are positive for September delivery.



Photo of Trailer Frame Under Construction

Contractor for the waste bunker works has scheduled manufacture of wall panels. Indications are that installation works will have little or no impact upon Council deliveries of MSW and FOGO waste.

Waste Received

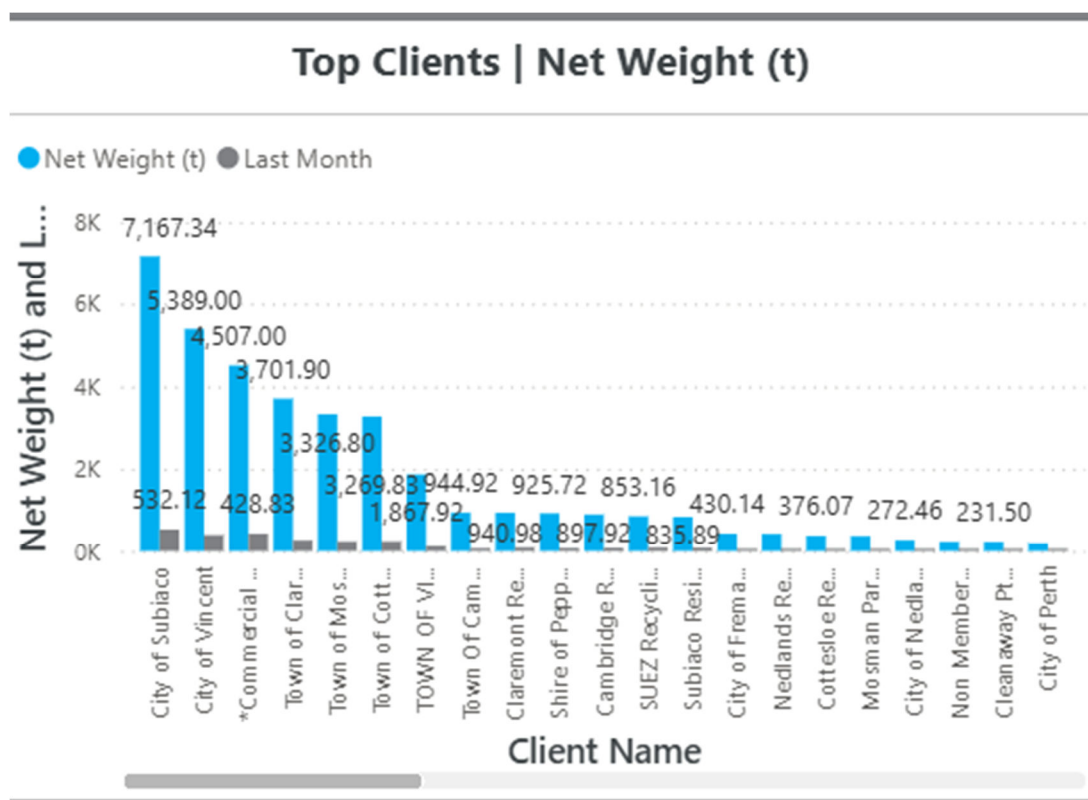
Waste (tonnes)	May 2025	June 2025	2023-24 Prior YTD	2024-25 YTD	Change Year on Year (%)
Residual waste	711	650	8,617	8,546	-0.8
FOGO	720	731	9,429	988	4.8
Bulk waste Incl. VV	836	690	8,191	9 512	16.1
Green waste incl. GO and VV	876	536	8,121	8,704	7.2
C&D waste	239	131	1,464	1551	6.0
Scrap metal	25	25	243	283	16.5
Cardboard	15	13	134	195	45.0

HHW / paint and batteries	13	9	110	147	34.0
Total Site Tonnage	3435	2785	38,272	39,789	4.0
Total Site Transactions	342	313	63,632	66,507	4.5

There will be an upwards trend in Bulk Waste & Greenwaste as the Verge Valet service extends to new customer councils during 2025/2026, offset in part by Town of Victoria Park planning to move from GO Bin to FOGO Bin services.

The top 5 customers using the Recycling Centre (by weight) for the current financial year end are:

1. City of Subiaco
2. City of Vincent
3. 'Cash' customers (residential and commercials on fee for service)
4. Town of Claremont
5. Town of Mosman Park



Recycling Centre Staffing

One staff member resigned during the reporting period and has been replaced by a new appointment. Another new staff member has been appointed to replace a very long standing (32

year) employee who is retiring in September. The overlap is to allow training and handover to ensure business continuity.

Green Waste Operational Change Update

Works are underway to facilitate the stockpiling and loading of green waste at the Recycling Centre in preparation for leaving the Christ Church Grammar School leased site accessed from John XXIII Avenue, Mt Claremont. Actions are still being pursued to secure a new green waste stockpile and loading site in this area.

It is anticipated that green waste will be stockpiled, loaded and transported from within the Recycling Centre for the majority of 2025/2026.

RISK MANAGEMENT

Strategic and Operational risks have been identified and addressed in detail within the Risk Register, and include (in summary):

Operational Risks: Strategic Level **SO1 – SO2**; and Operational Level **OO1 – OO7**.

Workplace Health and Safety Risks: Strategic Level **WHSS1**; and Operational Level **WHSO1 – WHSO25**.

Strategic Risks: Strategic Level **SS1 – SS11**; and Operational Level **OS1 – OS6**.

Governance Risks: Strategic Level **SG1 – SG5**; and Operational Level **OG1 – OG7**.

Commercial & Legal Risks: Strategic Level **SC1 – SC4**; and Operational Level **OC1 – OC7**.

Financial Risks: Strategic Level **SF1 – SF2**; and Operational Level **OF1 – OF6**.

HR Management Risks: Strategic Level **SHR1 – SHR5**; and Operational Level **OHR1 – OHR12**.

IT Risks: Strategic Level **SIT1 – SIT2**; and Operational Level **OIT1 – OIT3**.

Reputational Risks: Strategic Level **SR1 – SR7**; and Operational Level **OR1 – OR10**.

Project Risks: Strategic and Operational Level risks are identified on a project-by-project basis.

COMMUNICATION AND CONSULTATION

None

REPORT IMPLICATIONS

Legislative and Policy Alignment

Nil

Business and Strategic Alignment

Activities at the Recycling Centre 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 materials and energy recovery available.
4. Promote and facilitate waste avoidance and responsible waste management in the community.

5. Maintain a strong and capable organisation.

Financial and Resource Implications

Nil

COMMENTS

This report is provided for noting

VOTING REQUIREMENT

Simple majority

RESPONSIBLE OFFICER'S RECOMMENDATION

11.1.1 The Safety and Operations Report be noted.

11.2 COMMUNICATIONS AND EDUCATION UPDATE

Responsible Officer: Manager Communications and Education

Date: 22 July 2025

Attachments: Nil

PURPOSE

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 and the Recycling Hotline, member council staff support and waste strategy/policy advisory/advocacy services.

Contents include:

1. Community education activities
2. Work for other Local Governments
3. Media content

DETAILS

1. Community education activities



Beyond the Bin – The Grove

Thursday 15th May

Residents joined WMRC at The Grove Library to find out how to go 'Beyond the Bin' by learning how to gift, recycle, earthcycle, avoid and take items to drop-off facilities such as the West Metro Recycling Centre.



A Day on the Bay

Sunday 18th May

WMRC hosted a waste education stall for the third year in a row at A Day on the Bay with the Town of Claremont. WMRC answered attendees waste questions, handed out free container for change games and rewarded 165 attendees who brought their own reusable item to the event. These rewards were supplied by the Town of Claremont and attendees got to choose between reusable merchandise or cookies.



Cleanaway MRF Tour

Monday 19th May

18 WMRC and Member Council staff were able to go behind the scenes at Cleanaway's Materials Recovery Facility (MRF) located in South Guildford. This tour offered insight into how Cleanaway recovers materials from residents and commercials in Perth.



City of Rockingham FOGO session

Monday 26th May, Wednesday 11th June, and Wednesday 18th June

WMRC facilitated three FOGO education session for the City of Rockingham. WMRC waste education staff acted as EMCEE for the information session, presenting information about the City of Rockingham FOGO rollout and facilitating an active Q&A panel session with City of Rockingham and Veolia staff.

Behind the Scenes Tour with Claw Environmental

Thursday 29th May



12 attendees joined WMRC for a behind the scenes tour of CLAW Environmental. Residents had the opportunity to see how their bottle lids and other rigid plastics get recovered into new products.

3 of these attendees received a certificate of completion for attending all three workshops for our *Reduce, Reuse, Recycle: The Ultimate Guide* series.

“Behind the scenes at CLAW was enlightening, the walk through the plant and storage areas highlighted the variety and quantity processed at CLAW” – attendee



LGProfessionals Waste Education & Recycling Centre Tour

Thursday 12th June

LG Professionals WA joined WMRC to learn more about what we do as regional council, understanding better waste management practices and the future of waste-to-energy. Staff then had a behind the scenes tour of the West Metro Recycling Centre.



Beeswax Wrap Making & Waste Talk for Mosman Park staff

Tuesday 8th July

WMRC ran a Plastic Free July workshop with the Town of Mosman Park. 18 staff members learnt how to go plastic-free this July and made their own beeswax wraps.



Coffee Scrub Workop & Waste Talk for Subiaco Staff

Wednesday 18th July

WMRC ran a Plastic Free July workshop with the City of Subiaco. Council. 15 staff members learnt how to go plastic-free this July and how to make their own low-waste coffee scrub.



Claremont Beeswax Wrap Workshop

Wednesday 23rd July

21 residents joined WMRC for a Beeswax Wrap making workshop at Bay View Community Centre for Plastic Free July. At the session, the residents learnt about the history of plastics, and downsides of its use. This was followed by exploring some ways to avoid plastic, and residents joined in with the hands-on process of making beeswax wraps.

Cook More, Waste Less – low-waste cooking classes

WMRC received a grant this year to run a series of low-waste cooking classes with Foodbank WA. The Cook More, Waste Less workshops are designed to teach residents how to meal plan, cook healthy and affordable meals, reduce their food waste, and correctly sort their waste at home.



Cook More, Waste Less (Vegetarian) – The Grove Library

Saturday 14th June

11 residents joined WMRC and Foodbank to learn how reduce food waste at home all while learning how to cook 6 healthy vegetarian meals.

Feedback from the attendees stated that they learnt how to keep costs down, how to use the freezer, how to cook cheap and healthy recipes as well as how to properly dispose of household waste.



Cook More, Waste Less – The Cottesloe Civic Centre

Friday 27th June

12 residents joined WMRC and Foodbank to learn how reduce food waste at home all while learning how to cook 6 healthy vegetarian meals. Attendees were also taught how to correctly sort their waste into their 3-bin system at home.



Cook More, Waste Less (Gluten-Free) – The Cottesloe Civic Centre

Monday 30th June

9 residents joined WMRC and Foodbank to learn how to make healthy gluten-free recipes and how to reduce their food waste. One attendee was a representative from The Great Unwaste, Australia's nationwide food waste campaign.

2. Work for other Local Governments

The team will be providing FOGO rollout education services to the Town of Victoria Park over the next six months.

3. Media Content

Print Articles

Save food and money too

Save money by learning how to waste less food and make your groceries go further, at a series of cooking classes over winter.

The Cook More Waste Less classes start on June 3 and will be offered by the Western Metropolitan Regional Council in Cottesloe, Claremont and Peppermint Grove.

The classes are being run in collaboration with Foodbank WA and are designed to teach participants to cook food that is healthy and affordable, plan meals, and sort waste at home.

WMRC CEO Stuart Devenish said the higher cost of living meant now was the perfect time to cut waste in the kitchen.

Many households were wasting twice as much food as they thought – which could cost them about \$2500 a year, he said.

"Efficient, low-waste cooking and meal planning means you'll save money by using every bit of those groceries," Stuart said.

While some food waste such as bones and peel was inedible, about 70% of the food



that went into the bin could be eaten instead.

Some classes are for people aged 18 to 25 years who are about to move out of home. Others are for those aged 25 and over.

Tickets are \$5 and

include the meal prepared during the session. Some cater to vegetarians and those on a gluten-free diet.

Book online by going to humanitix.com and searching "Cook More, Waste Less".

The POST, 17 May 2025

Think twice to prevent battery fires

By JEN REWELL

Lithium-ion battery fires are increasing, and the risk does not end once people get rid of them, according to the Department of Fire and Emergency Services.

A DFES spokesperson said this week that 169 fires were sparked by lithium-ion batteries in WA last year, an average of more than three a week.

And almost half of the 79 lithium-ion fires in WA so far this year occurred after the battery had been put in the rubbish.

Cambridge mayor Gary Mack said he had been to a waste convention in Coffs Harbour in NSW recently, and there were some clear messages from the conference.

"Under no circumstances should any battery go into municipal waste, in any bin," Mr Mack said.

"All batteries, whether embedded in products such as electric toothbrushes and toys, or separated like AAs, should go to specially designed bins or disposal centres."

The risk is that batteries may be pierced, crushed, or otherwise compromised during the waste collection process.

"Fires started by exploding batteries are intense and can spread incredibly quickly, making it difficult for firefighters to extinguish," the DFES



Where there's smoke ... A rubbish truck dumped its contents in Mt Claremont last May after a fire in the load.

spokesperson said.

Rubbish truck drivers are trained to dump the entire load of rubbish at the first sign of fire, to minimise damage to the truck.

Rick Bryant, manager of operations at West Metro Recycling Centre in Shenton Park, said embedded batteries were sorted into the e-waste collections, while others were collected as part of the B-cycle recycling scheme and kept in a metal fire-proof bin before being shipped to Victoria for processing.

More than 400million batteries are used in Australia each year, but only 15% are recycled; the rest end up in landfill.

Mr Mack said the NSW conference had been eye-opening, and



Battery battle ... Benjamin Beckingham with a buildup of binned batteries.

• Please turn to page 64

Battery fires

• From page 22

there was room for improvement in the Town's waste management service.

"Limiting waste in green and yellow bins is critical," he said.

"I'll be speaking to the CEO on how we can lower our contamination rates."

The council's waste contractor has recently bought trucks with AI capabilities which can report on contamination data.

Last year's contamination rates at the recycling facility were at 24.7%.

Mr Mack said councils across Australia that had good recycling figures all had ongoing education programs.

DFES safety tips for batteries include installing a smoke/heat alarm where devices are charged, charging devices on a hard surface away from flammable items, and removing the device from the charger once full.

Find collection points for old batteries at recyclerright.wa.gov.au.

The POST, 14 June 2025

Stop clinging to cling wrap

Set yourself a new challenge this Plastic Free July: See if you can give up plastic cling wrap.

Find out how to make beeswax food wraps at a workshop in Claremont on July 23.

The Western Metropolitan Regional Council is hosting a beeswax wrap-making class to show residents how to make their own safe, reusable alternative to cling wrap.

"Every piece of plastic cling wrap we use can take hundreds of years to break down in landfill," said WMRC CEO Stuart Devenish.

The workshop will be at Bay View Community Centre in Claremont. Tickets are \$5 and morning tea is included. The event includes a dis-

cussion with WMRC waste educators about the progress of plans to reduce the global plastics problem, and ideas for not using common plastics or single-use items.

Go home with your own ready to use beeswax wrap, and the know-how to make more at home to give friends and family.

A WMRC spokeswoman said single-use plastics such as cling wrap lived on in landfill, polluted land and oceans, and affected health.

Removing plastic wrap from kitchens and lunchboxes was one small, easy step anyone could take to start reducing the impact of plastic.

Tickets are \$5 plus booking fee. Morning tea is included.



Make your own food wrap.

To register for the class go to wmrc.wa.gov.au and search "beeswax".

The POST, 19 July 2025

Print Advertising

WMRC's Word on Waste

Got waste passes?

Don't forget to use your 2024-2025 **bulk** or **green** waste passes at the West Metro Recycling Centre before they expire on 31 July 2025.

Find them on your rates notice:

- Shire of Peppermint Grove
- Town of Claremont
- Town of Mosman Park
- City of Subiaco

BULK WASTE PASS
OSMAN PARK RESIDENTS
Valid to 31 July 2025
West Metro Recycling Centre

GREEN WASTE PASS
OSMAN PARK RESIDENTS
Valid to 31 July 2025
West Metro Recycling Centre

Each valid for 1m³ of waste

Make your donations count

Having a clear out? Your donations should be...

Washed

Undamaged

Working

DONATION

MYO Coffee Scrub & Cleanser

When: Sat 5 July, 10-11:30am
Where: Evelyn H Parker Library, Subiaco
Cost: \$5 + booking fee

Plastic-free DIY in July

Learn to make alternatives to plastic products.

Beeswax Wrap Workshop

When: Wed 23 July, 2-3:30pm
Where: Bay View Community Centre, Claremont
Cost: \$5 + booking fee

West Metro Recycling Centre - Open 7 days

Located on corner of Brockway Road and Lemnos Street, Shenton Park (enter off Brockway Rd)

Weekdays: 7:30AM - 4:00PM
Weekends: 8:00AM - 4:00PM
Public holidays: 7:30AM - 2:00PM

Western Metropolitan Regional Council

Member Councils
Town of Claremont | Town of Cottesloe | Town of Mosman Park
Shire of Peppermint Grove | City of Subiaco

Please note
Fees and charges at the West Metro Recycling Centre will be changing in the new financial year. Changes will be reflected on the website from 20 June.

Recycling Hotline 9384 6711 Join us online or sign up to our monthly newsletter - visit wmrc.wa.gov.au for details.

#WesternMetroRegionalCouncil | western-metropolitan-regional-council | westernmetroregionalcouncil

The POST, 14 June 2025

WMRC's Word on Waste

What's your Plastic Free July challenge?

Small steps make a big difference. If you've mastered bringing your reusable coffee cup, shopping bags and water bottle, it's time to level up! Pick one of these low-waste actions and see if you can make it a habit in July and beyond.

- ☐ Try loose leaf tea instead of tea bags
- ☐ Switch to a reusable stainless steel safety razor
- ☐ Break up with cling wrap and use containers instead
- ☐ Take a fabric bread bag to the bakery
- ☐ Swap bottled hand soap for bars

Find more ideas at plasticfreejuly.org

Upcoming workshops

Learn how to reduce your waste in the kitchen.

Beeswax wrap workshop

When: Wed 23 July, 2-3:30pm
Where: Bay View Community Centre, Claremont
Cost: \$5 + booking fee

Cook more, waste less

When: Thurs 24 July, 5-7pm
Where: The Grove Library, Peppermint Grove
Cost: \$5 + booking fee

West Metro Recycling Centre - Open 7 days

Located on corner of Brockway Road and Lemnos Street, Shenton Park (enter off Brockway Rd)

Weekdays: 7:30AM - 4:00PM
Weekends: 8:00AM - 4:00PM
Public holidays: 7:30AM - 2:00PM

Fees apply for some items. Visit wmrc.wa.gov.au for details.

Western Metropolitan Regional Council

Member Councils: Town of Claremont | Town of Cottesloe | Town of Mosman Park | Shire of Peppermint Grove | City of Subiaco

Please note

Fees and charges at the West Metro Recycling Centre have recently changed. Updated fees and charges can be found on our website.

Recycling Hotline 9384 6711 Join us online or sign up to our monthly newsletter - visit wmrc.wa.gov.au for details.

WesternMetroRegionalCouncil | western-metropolitan-regional-council | westernmetroregionalcouncil







The POST, 19 July 2025

Social Media

Reach:

	8 May – 15 July	Previous period
Facebook	17,034	13,239
Instagram	4,534	740

Content – top performers by reach:

Title		Date published ↑↓	Reach ⓘ ↓	Likes and reactions	ⓘ ↑↓	Shares
 Long pieces of rope, hose, strapping and cord shouldn't go in y... Photo · Western Metropolitan Regional Council	Boost	4 June 15:48	13.1K	15	19	
 Got unwanted stationery items? If they work and are in good c... Photo · Western Metropolitan Regional Council	Boost	15 May 16:41	1.3K	23	8	
 GREAT sorts just recycle these five things in their kerbside rec... Photo · Western Metropolitan Regional Council	Boost	28 May 17:26	1K	4	2	
 Join our team as a Communications and Education Officer! ✨ ... Photo · Western Metropolitan Regional Council	Boost	9 June 15:33	788	11	2	
 Happy #NationalVolunteerWeek! We 🙌 our vols - thank you fo... Carousel · westernmetroregionalcouncil	Boost	21 May 14:50	445	21	1	
 Do you have household items, clothes, jewellery, or small piece... Photo · Western Metropolitan Regional Council	Boost	29 May 14:45	419	9	1	
 We cooked up a storm with Foodbank WA at our first Cook Mo... Photo · Western Metropolitan Regional Council	Boost	16 June 14:15	277	14	0	
 Your waste passes for this financial year expire on 31 July 202... Photo · westernmetroregionalcouncil	Boost	12 June 11:41	277	5	3	

Electronic Direct Mail (EDM)

The subscriber base of our monthly [Word on Waste newsletter](#) (produced in Mailchimp) retains a steady growth rate. We currently have 1,663 subscribers.

	Open rate (%)	Link clicks within (%)
June newsletter	57.4	7.3
July newsletter	60.6	5.0
Sector benchmark (government)*	40.5	4.6

*Source: Mailchimp – Email Marketing Benchmarks and Metrics 2024.

Website

	8 May – 15 July	Previous period
Sessions*	16,418	12,255
Total users	11,940	8,743

*Session = a period of time during which a user interacts with the website, starting when they arrive at the site and ending after they leave or become inactive. Users may view one page or multiple pages during a session.

Most viewed pages

Page path	Views ▾	Avg. Duration
/	4,310	00:01:10
/recycling-disposal/west-metro-recycling-centre/	3,945	00:01:44
/recycling-disposal/west-metro-recycling-centre/accepted-items-free-for-a-fee/	3,127	00:01:32
/recycling-disposal/west-metro-recycling-centre/fees-charges/	2,806	00:01:39
/recycling-disposal/charities-offering-home-collections/	1,072	00:02:03
/news/recycling-rules-are-consistent/	961	00:01:39
/about-us/employment/	648	00:01:59
/recycling-disposal/west-metro-recycling-centre/specialist-recycling/electronic-waste	629	00:01:15
/contact-us/	620	00:01:50
/about-us/member-participating-councils/	608	00:00:53
/recycling-disposal/west-metro-recycling-centre/waste-passes/	585	00:01:30
/recycling-disposal/west-metro-recycling-centre/household-hazardous-waste/	575	00:01:33
/recycling-disposal/how-to-reuse-and-recycle-unwanted-items/	563	00:02:00
/recycling-disposal/recycle-only-these-five-in-your-yellow-lidded-bin/	551	00:01:57

Pages referring to the Recycling Centre are consistently the most viewed.

RISK MANAGEMENT

As the waste environment changes and becomes more complicated, there is an increasing recognition of the importance of consistent communications and education to deliver lower contamination levels in waste streams. Contamination levels are increasingly being used in setting contract pricing.

These activities also help to manage WMRC's strategic, governance reputational and risks particularly around alignment with Member Council and community interests. This risks include SS3, SS9, SG1, SG4, SR5.

COMMUNICATION AND CONSULTATION

None

REPORT IMPLICATIONS

Legislation and Policy Alignment

N/A

Business and Strategic Alignment

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 2023-2033.

Financial and Resource Implications

These activities are anticipated under current budgeting.

COMMENTS

The information is presented for noting.

VOTING REQUIREMENT

Simple majority

RESPONSIBLE OFFICER'S RECOMMENDATION

11.2.1 The Communications and Education report to 22 July 2025 to be noted.

11.3 VERGE VALET™ REPORT

Responsible Officer: **Manager Communications and Education**

Date: **11 July 2025**

Attachment: **Nil**

PURPOSE

This report provides updates on 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 2020. Town of Mosman Park were the first council to take up the service followed by Town of Cottesloe in July, Town of Cambridge in November, Shire of Peppermint Grove in March 2021, City of Subiaco in October 2021, and City of Vincent in February 2022. The City of Fremantle's first collections were in October 2023. The City of South Perth's collections started in July 2025. The Town of Victoria Park's green waste collections will start from August 2025.

Reports are provided for each Ordinary Council Meeting with an update on tonnages collected, along with summary survey results from those who have utilised the service. Further, the proportion of waste recovered (based on processor estimates) is reported. This is the waste that is separated and forwarded to re-processors and consequently diverted away from landfill. These waste streams are green waste, metal, cardboard and wood.

DETAIL AND OPTIONS ANALYSIS

Tonnages collected and recovered

The following chart (Figure 1) shows tonnes of waste collected for the financial year 2024-25 to date. To note, the Cities of Vincent introduced green waste in May 2025 and Fremantle have a bulk waste only (i.e. no green waste) Verge Valet™ service.

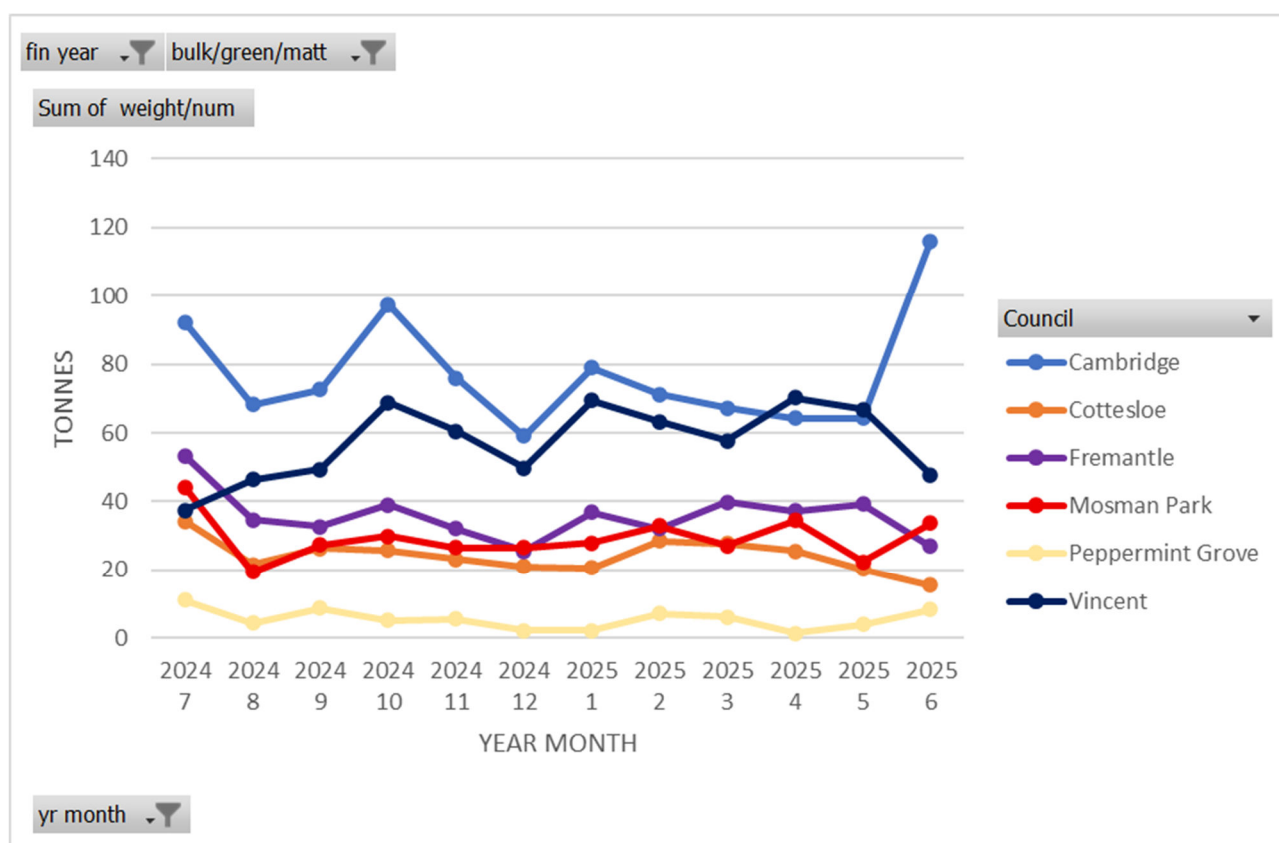


Figure 1: total tonnage of bulk and green waste collected for all Verge Valet host councils FY 2024-25 to date

The notable increase in tonnage from the Town of Cambridge is due to an additional 60 collections per day (120 collections per day in total) within zone 1 throughout June. These extra collections were added in response to a high demand for collections with a number of residents concerned about the lead times heading to the end of the financial year and potentially not being able to use their allocation within the rateable year.

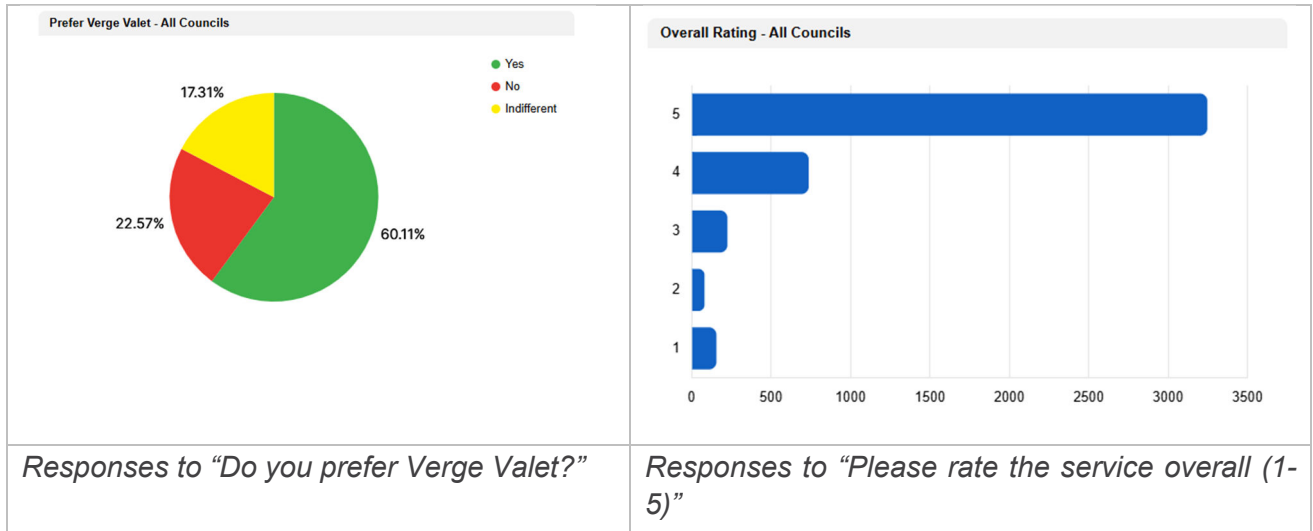
The City of Vincent's reduction of tonnage has resulted from the City introducing green waste collections via the Verge Valet service in May 2025. While the collections are still being booked out at full capacity, green waste has had less tonnage compared to bulk waste in the City.

The collector separates e-waste, white goods and mattresses during collection. Our contractor, Perth Bin Hire, sorts the rest and reports the proportion of bulk waste recovered. This is the same sorting facility as used for the bulk waste from other sources delivered to the Recycling Centre and reported monthly. The latest available figures (to June) show that around 85% of the collected bulk waste is recovered. Material recovered comprises paper and cardboard, ferrous metals, and wood. 100% of the green waste is recovered.

User feedback

Following a Verge Valet service to a property, those residents are invited to complete a survey. Eight questions provide a rating and/or comments on each of the booking processes, the collection process, and the overall service.

A review of the comments and ratings received in the last weeks revealed several positive comments about communications, timeliness, efficiency, ease and flexibility. Residents have also appreciated allocations from the 24/25 FY being rolled over until the end of July. There have been a handful of negative comments regarding the waiting times within Vincent and Cambridge zones, and minor hiccups with the new booking system. Overall ratings are unchanged as shown below:



New Customer Start Ups

The City of South Perth and the Town of Victoria Park are now officially Verge Valet host councils. WMRC and our contractor D+M Waste Management have been working closely with these councils to provide in-person staff training, video tutorials, frequently asked questions/responses and communication resources.

South Perth

The first two collection days within South Perth were successful with a relatively high number of collections despite using a strategic soft launch with comms for the service. WMRC and South Perth will deliver more comms in the lead up to the full service in October which includes two collection days.

Victoria Park

The Town of Victoria Park’s Verge Valet green waste collections will start on the 8th of August. The Town’s bulk waste collections will start on the 29th of September.

RISK MANAGEMENT

Verge Valet™ risks centre on the following areas:

Strategic (SS9, SS10): In reducing waste collected from verges, this service is aligned with state government waste reduction targets. It is also aligned with WMRC key strategies. This service relies on non-Member council utilization.

Commercial (SC1, SC2, SC3, SC4): We construct contracts and rates carefully to minimize commercial risks.

Financial (SF1): The service is constructed for net financial benefit to Member Councils.

HR Management (SHR1, SHR2, SHR3, SHR5): WMRC staff have a clear understanding of the requirements of this contract and work collaboratively with host council and service provider staff.

SIT1, SIT2: WMRC has a secure IT environment and requires the same from its service provider

COMMUNICATION AND CONSULTATION

Nil.

REPORT IMPLICATIONS

Legislation and Policy Alignment

The Verge Valet™ service is provided under contract to non-Member Councils and under a Memorandum of Understanding to Member Councils.

Business and Strategic Alignment

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

Financial and Resource Implications

The financial implications of Verge Valet™ have been considered in the budget setting process. We continue to staff the phone service through existing staff levels.

COMMENTS

The Verge Valet service continues to receive positive feedback from users. An updated booking system has recently been implemented which works to streamline the system for residents and allows them more ability to manage their own bookings. The new system also allows for less manual interventions and staff time involved. We are still experiencing the expected teething problems that come along with transitioning to a new booking system. We expect these minor issues to be resolved in the coming weeks. The WMRC and our contractor D+M Waste Management have been working together closely to streamline the operation. We have been thoroughly impressed by their flexibility, responsiveness, and ability to assist with all types of queries. D+M Waste Management has also recently assisted with the tail end of Town of Victoria Park's scheduled bulk waste collection.

VOTING REQUIREMENT

Simple majority

RESPONSIBLE OFFICER'S RECOMMENDATION

11.3.1 The Verge Valet report be noted.

11.4 PROGRESS ON COUNCIL RESOLUTIONS

Responsible Officer:	Chief Executive Officer
Date:	31 July 2025
Attachment:	11-4A Progress on Council Resolutions

PURPOSE

Council monitors progress on its resolutions at each OCM. A schedule showing progress on WMRC resolutions up to and including 31 July 2025 is presented at Attachment 11-4A. 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 AND OPTIONS ANALYSIS

Please refer to Attachment 11-4A. The schedule is colour coded. Red - resolutions not yet commenced; orange – resolutions in progress; green – resolutions complete.

RISK MANAGEMENT

Tracking progress of Council resolutions reduces the risk of failure to implement.

COMMUNICATION AND CONSULTATION

Council resolutions and progress on their implementation are discussed at CEOAC meetings.

REPORT IMPLICATIONS

Legislation and Policy Alignment

Local Government Act 1995

Business and Strategic Alignment

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

Financial and Resource Implications

Not applicable

COMMENTS

The report is provided for noting.

VOTING REQUIREMENT

Simple majority.

RESPONSIBLE OFFICER'S RECOMMENDATION

11.4.1 The progress on Council resolutions be noted.

11.5 CEO FORUM – RECORD OF MEETING

Responsible Officer:	Chief Executive Officer
Date:	25 July 2025
Attachment:	11-5A CEO Forum – Summary Record of Meeting July 2025

PURPOSE

For Council to receive a summary of the CEO Forum meeting of July 2025.

BACKGROUND

Council has adopted a policy addressing arrangements for member Council CEO forums. The policy sets out arrangements for forums that enable discussion and input into key issues relevant to the WMRC.

DETAILS

Please refer to Attachment 11-5A.

RISK MANAGEMENT

The forums assist mitigation of risks associated with the following areas of the Corporate Risk Register:

Governance; SG1, SG3, SG4
Financial; SF2
Reputational; SR1, OR8

COMMUNICATION AND CONSULTATION

Nil.

REPORT IMPLICATIONS

Legislation and Policy Alignment

Local Government Act 1995

Business and Strategic Alignment

Business of the CEO Forums includes all key strategies of the WMRC *Strategic Community Plan*.

Financial and Resource Implications

Not applicable

COMMENTS

The record is provided for noting.

VOTING REQUIREMENT

Simple majority.

RESPONSIBLE OFFICER'S RECOMMENDATION

11.5.1 The CEO Forum – Summary Record of Meeting held on 24 July 2025 be noted.

12 MOTIONS FOR WHICH PREVIOUS NOTICE HAS BEEN GIVEN

13 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

14 MEMBERS' QUESTIONS WITHOUT NOTICE

15 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

16 MATTERS BEHIND CLOSED DOORS

It is proposed that the following items 16.1 Award to RFT 04-2025: Haulage and Processing of Greenwaste, 16.2 Proposed Amendments to FY2526 Fees & Charges and 16.3 CEO Performance Review be considered in a closed session.

RESPONSIBLE OFFICER RECOMMENDATION:

That in accordance with Sections 5.23(2) 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:

16.1 (c), (d), (e)

16.2 (c), (d), (e)

16.3 (a)

-
- (a) a matter affecting an employee or employees;
 - (b) the personal affairs of any person;
 - (c) a contract entered into, or which may be entered into, 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.
- (f) a matter that if disclosed, could be reasonably expected to —
 - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law; or
 - (ii) endanger the security of the local government's property; or
 - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety; and
- (g) information which is the subject of a direction given under section 23(1a) of the Parliamentary Commissioner Act 1971; and
- (h) such other matters as may be prescribed.

17 BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING

18 GENERAL BUSINESS

19 CLOSURE OF MEETING

Next meeting: 25 September 2025, City of Subiaco