

Minutes

ORDINARY COUNCIL MEETING (OCM 06/25)

11 December 2025
Commencing at 5:30 pm

Town of Cottesloe
109 Broome Street
Cottesloe WA 6011

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1. DECLARATION OF OPENING

The Chair declared the meeting open at 5:38pm

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 Wylynk	Member	Town of Cottesloe
Cr P. Macintosh	Member	Shire of Peppermint Grove
Cr R Jones	Member	City of Subiaco

Staff

S Devenish	Chief Executive Officer	WMRC
L Eustance	Manager Comms and Education	WMRC
B McInnes	Manager Operations	WMRC
E Collasius	Finance & Customer Service Officer	WMRC

Leave of Absence

Nil

Visitors

Nil

Observers

Cr S Franklyn	Deputy Member	Town of Claremont
M Newman	Chief Executive Officer	Town of Cottesloe

Apologies

Nil

3. DISCLOSURES OF INTERESTS

Nil

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5. PUBLIC QUESTION TIME

Nil

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7. PETITIONS, APPROVED DEPUTATIONS AND PUBLIC STATEMENTS

Nil

8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

Nil

9. CONFIRMATION OF PREVIOUS COUNCIL MINUTES

9.1 CONFIRMATION OF PREVIOUS ORDINARY COUNCIL MEETING MINUTES

Minutes of the previous Ordinary Council Meeting held on 25 September 2025 were circulated earlier under separate cover. A copy of the September OCM minutes is at [this link](#) with the relevant attachments at [this link](#).

Moved by: Cr. A Maurice

Seconded by: Cr. P Macintosh

RESPONSIBLE OFFICER RECOMMENDATION AND COUNCIL RESOLUTION

9.1.1 Council accepts the minutes of the previous Ordinary Council Meeting held on 25 September 2025 as a true and accurate record of proceedings.

CARRIED: 5/0

10. REPORTS OF COMMITTEES AND OFFICERS

10.1 FINANCIAL STATEMENTS

Responsible Officer: Chief Executive Officer

Date: 11 December 2025

Attachments: [10-1A Financial Report for September 2025](#)

[10-1B Financial Report for October 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 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 business performance and position for the year-to-date periods ending 30 September 2025 and 31 October 2025.

September Year-to-date

Year-to-Date (YTD) to 30 September 2025, WMRC recorded comprehensive income (net income) \$73,717 compared to a budget of \$22,739. Further details are in **Attachment 10-1A**.

Operating revenues for the YTD are \$2,867,206 against a budget of \$3,105,850 (7.7% under budget)

Operating expenses for this period are \$2,793,488 against a budget of \$3,083,111 (9.39% under budget)

October Year-to-date

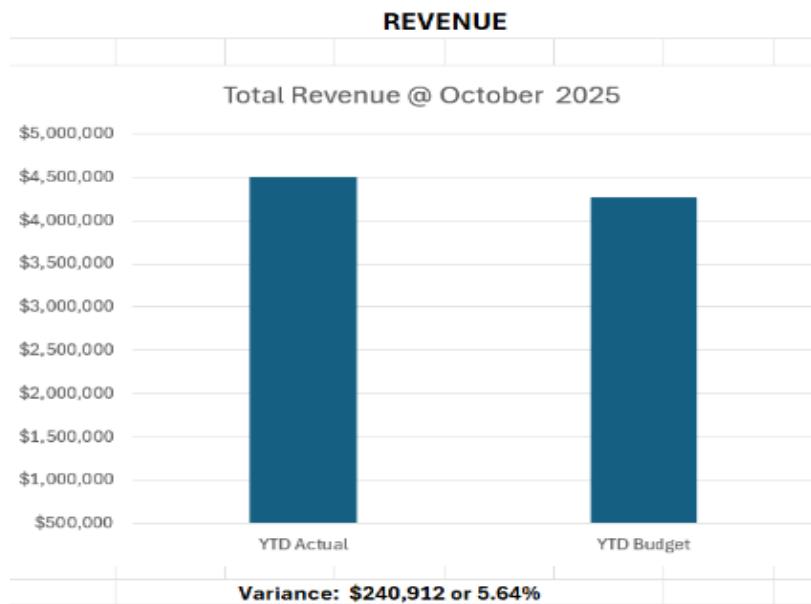
Year-to-Date (YTD) to 31 October 2025, WMRC recorded comprehensive income (net income) \$211,454 compared to a budget of \$165,383. Further details are in **Attachment 10-1B**.

Operating revenues for the YTD are \$4,511,412 against a budget of \$4,270,500 (5.6% over budget)

Operating expenses for this period are \$4,299,958 against budget of \$4,105,117 (4.75% over budget)

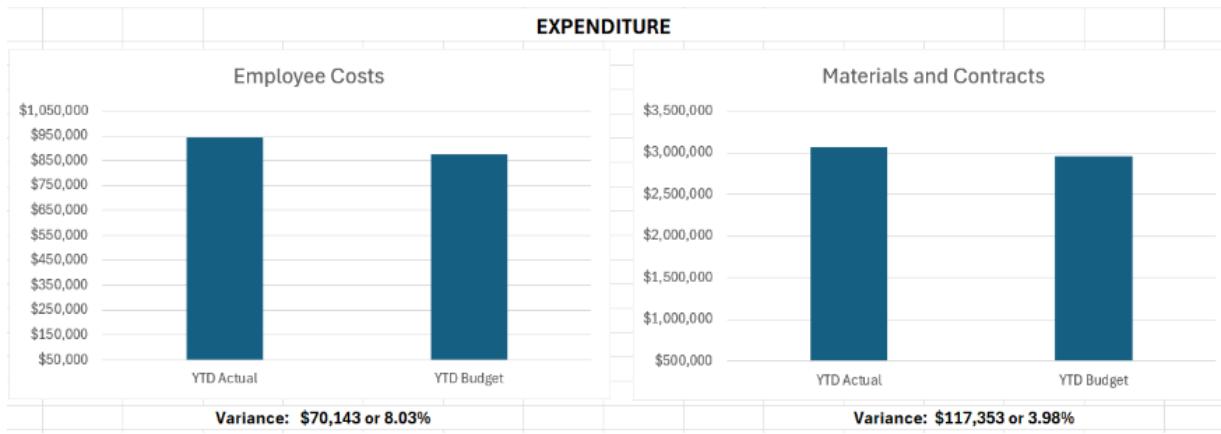
Variance analysis in relation to each activity area is included in the attachments.

Summary of Major Activity Areas



For the first four months of the 2025–26 financial year, total revenue — including Fees & Charges, Service Delivery Charges, and other income sources — amounted to \$4,511,412, compared to a budget of \$4,270,500, resulting in a favourable variance of \$240,912.

The increase in income is primarily attributed to higher sales at the Recycling Centre, driven by growing customer numbers from both member councils and non-member councils (commercial). Additionally, three local governments — the City of Subiaco, Town of Victoria Park, and City of South Perth — participated in the Verge Valet service. Verge Valet revenue rose significantly, from \$238,804 in August to \$375,140 in October.



On the expenditure side, employee costs are over budget due to overtime payments required to cover shifts associated with staff movements and overall site activity. The impact of higher sales has also led to increased material and contract costs, which are \$117,353 over budget year-to-date, partially offsetting the revenue gains.

Overall, the WMRC recorded a higher net income than the initial year-to-date (YTD) budget, resulting in an additional YTD net income of \$46,071.

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 member Council CEO's 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.

Moved by: Cr. B Wylynko

Seconded by: Cr. A Maurice

RESPONSIBLE OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

10.1.1 Council resolve to note the financial reports for September 2025 and October 2025 respectively.

CARRIED: 5/0

10.2 CREDITOR AND DEBTOR PAYMENTS

Responsible Officer: Chief Executive Officer

Date: 11 December 2025

Attachment: 10.2A September 2025 Payments

10.2B September 2025 Credit Card Statements and Payments (27 August 2025 – 25 September 2025)

10.2C October 2025 Payments

10.2D October 2025 Credit Card Statements and Payments (26 September 2025 – 27 October 2025)

10.2E Debtors Outstanding as of 31 October 2025

PURPOSE

The schedule of accounts paid for September and October 2025 is attached for the endorsement of Council. The schedule of debtors as of 31 October 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: Maintain a strong and capable organisation

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.

Moved by: Cr. P Macintosh

Seconded by: Cr. R Jones

RESPONSIBLE OFFICER'S RECOMMENDATIONS AND COUNCIL RESOLUTION

- 10.2.1 Council endorses the schedule of accounts paid of \$2,066,621.55 and \$1,520,309.92 for the months of September and October 2025 respectively.**
- 10.2.2 Council endorses the schedule of accounts paid of \$4,768.00 and \$6,963.55 Credit Card Statements for September and October 2025 respectively.**
- 10.2.3 Council receives the schedule of debtors outstanding as of 31 October 2025.**

CARRIED 5/0

10.3 ANNUAL REPORT 2024-25

Responsible Officer:

Chief Executive Officer

Date:

21 November 2025

Attachment:

Attachment 10-3A

PURPOSE

This report presents the WMRC Annual Report for the financial year ended 30 June 2025 for consideration and adoption by Council.

BACKGROUND

The Annual Report 2024-25 details the activities and performance of the organisation over the past year supported by the Annual Financial Statements and Auditor's Report.

The Annual Financial Statements includes a statement of financial position as of 30 June 2025, a statement of comprehensive income, a statement of changes in equity and a statement of cash flows for the year ended 30 June 2025 inclusive of accounting policies and other explanatory notes and statements. The Annual Financial Statements have been audited by the OAG and signed off by the CEO and OAG following the OAG's Audit Exit meeting of 16 October 2025.

DETAIL AND OPTIONS ANALYSIS

The WMRC's 2024-25 Annual Report, incorporating the Annual Financial Statements for the year ended 30 June 2025, is presented in accordance with the provision of the *Local Government Act 1995* and addresses all required matters.

The Annual Report includes information on WMRC's structure, role and facilities in its three main activity areas: Operations, Communications and Education, and Finance. It details activity under each of the 6 Key Strategic Objectives from the *Strategic Community Plan 2023-2033*.

The Annual Report will be distributed primarily in electronic format to key stakeholders and made available on the WMRC website and at the WMRC offices.

The availability of the WMRC Annual Report 2024-25 will be advertised through local public notice in three locations as required.

RISK MANAGEMENT

Not applicable

COMMUNICATION AND CONSULTATION

Not applicable

REPORT IMPLICATIONS

Legislation and Policy Alignment

Local Government Act 1995 (s5.53 and s5.54)

The CEO is to give local public notice of the availability of the Annual Report as soon as practicable after the report has been accepted by the local government.

Business and Strategic Alignment

The publishing of the Annual Report relates to the following three WMRC Key Strategies:

Strategy 1: Achieve a comprehensive, cost-effective waste management service.

Strategy 2: Increase the number of Councils, businesses and people using our services.

Strategy 4: Promote and facilitate waste avoidance and responsible waste management.

Financial and Resource Implications

No financial implications additional to approved budget.

COMMENTS

The Annual Report is a legislated requirement, an important summary of activity during the year and includes the audited financial statements.

VOTING REQUIREMENT

Simple majority

During consideration of the item, attention was drawn to minor points within the report for clarification. These matters were taken on board by officers.

Moved by: Cr. R Jones

Seconded by: Cr. P Macintosh

RESPONSIBLE OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

10.3.1 Council adopts the WMRC Annual Report 2024-25.

CARRIED 5/0

10.4 STRATEGIC COMMUNITY PLAN REVIEW

Responsible Officer: Chief Executive Officer

Date: 11 December 2025

Attachments: 10.4A – Adopted Strategic Community Plan

PURPOSE

To seek Council's endorsement to commence a review of the Strategic Community Plan.

BACKGROUND

The Strategic Community Plan (SCP) forms the principal long-term planning document for the organisation, providing direction for all other components of the IPR Framework, including the Corporate Business Plan and Long Term Financial Plan.

The current SCP was adopted in November 2023 following a major review. While the plan is to be reviewed four yearly, a review at this time will respond to the following factors:

1 Recommended Practice

The Department of Local Government, Sport and Cultural Industries encourages local governments to undertake a biennial review of the SCP as part of good governance and best practice within the Integrated Planning and Reporting Framework.

2 Political Context

Following the October 2025 local government elections, an opportunity exists for the recently sworn-in members to shape the strategic direction for the coming period. A review will ensure the SCP reflects the priorities and perspectives of the current Council.

3 Business Objectives

The organisation's business environment has continued to evolve since the SCP was last reviewed. Undertaking a review allows further articulation of business objectives and ensures strategic clarity for the next planning horizon.

4 Industry and Regulatory Environment

The waste management industry continues to change, including market shifts, regulatory reform and State policy directions. Reviewing the SCP will allow the organisation to evaluate any developments and incorporate relevant strategic responses.

5 Environmental Considerations

A review provides an opportunity to assess Council's role in facilitating, supporting or advocating for improved environmental outcomes in line with community expectations.

6 Major Project Developments

Several new initiatives and major projects have commenced or progressed since the current SCP was adopted. Updating the SCP will ensure close alignment between strategy and practice.

7 Performance Indicators

The performance measures within the current SCP require updating to reflect emerging priorities, and current expectations. A review will enable refinement to ensure indicators remain relevant, measurable and aligned with strategic objectives.

DETAILS

A strategy review program is proposed that will allow member Council administrations and WMRC Councillors to participate in setting priorities and directions for the organisation.

Strategic Community Plan Review Program	
Steps	Timeframe
Determine review program and methodology	December 2025
Consider Discussion Paper reviewing current Strategic Community plan via Member Council CEO group and WMRC Council. Identify key issues and priorities	January 2026
Consideration modifications to the Strategic Community Plan for the purposes of public consultation	March 2026
Advertise proposed modifications for public comment	April 2026
Consider final approval of modified Strategic Community Plan	May 2026

Any proposed changes would be made available for public comment before consideration of final approval. Once a modified SCP is established, a revised Corporate Business plan setting out the means to implement the strategy is to be prepared.

RISK MANAGEMENT

The policy addressed in this report relate to, and assist mitigation of risks associated with the following areas of the Corporate Risk Register:

Strategic;

- SS1 – Long term planning
- SS2- Circular economy opportunities
- SS3 – Demand for improved environmental outcomes
- SS7 – Competitiveness
- SS8 – Emerging technologies
- SS9 – Strategy misalignment

Governance;

- SG1 – priorities and programs

COMMUNICATION AND CONSULTATION

It is proposed that consultation be undertaken during a public advertising phase. The nature and extent of engagement can be confirmed when a draft modified SCP is considered.

REPORT IMPLICATIONS

Legislation and Policy Alignment

Local Government Act 1995, Local Government (Administration) Regulations 1996

The Regulations require public consultation to be undertaken where an SCP is modified.

Business and Strategic Alignment

A review and updated plan will strengthen the organisations strategic directions, informing long-term financial and operational planning, and underpin future decision-making.

Financial and Resource Implications

The review as set out in this report would be undertaken through internal resources.

COMMENTS

An interim review of the SCP will ensure the document remains contemporary and aligned with current priorities. Endorsement of the approach is recommended accordingly.

VOTING REQUIREMENT

Simple majority.

Moved by: Cr. A Maurice

Seconded by: Cr. R Jones

RESPONSIBLE OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

10.4.1 That Council resolve to endorse the commencement of a review of the Strategic Community Plan as set out in report 10.4.

CARRIED: 5/0

10.5 GOVERNANCE ARRANGEMENTS AND 2026 MEETING DATES

Responsible Officer: Chief Executive Officer

Date: 11 December 2025

Attachments: Nil

PURPOSE

To consider governance arrangements for the WMRC and determine Ordinary Council meeting dates for 2026.

BACKGROUND

Decision-making processes (governance) of the WMRC is presently facilitated through a range of meeting types and frequencies:

<i>Ordinary Council Meeting</i>	Set schedule with meetings held each second month: 6 per year.
<i>Special Council Meeting</i>	Convened on an as-needed basis to facilitate detailed consideration of significant matters, enabling pace-of-business decision making.
<i>Audit, Risk and Improvement Committee</i>	Convened to fulfill statutory functions (refer legislative references below).
<i>CEO Forums</i>	The newly established terms of reference replace the former CEO Advisory Committee. Forums are held one-week prior to each Ordinary Council Meeting: 6 per year. Member CEO's provide input to reports and recommendations to Council agendas.
<i>Workshops / Forums</i>	Informal meetings held with elected members on an as-needed basis to discuss complex or significant issues. Examples include budget formulation and consideration of draft Master Plan proposals for the Recycling Centre.

Over the last two calendar years, Council members have attended the following meetings:

MONTH	2024	2025
January	OCM	OCM
February	SCM	SCM
March	OCM, Audit Committee	OCM, Audit Committee
April	SCM X 2	Nil
May	OCM, Workshop	OCM, Workshop
June	SCM	SCM
July	Nil	OCM, SCM
August	OCM, SCM	Nil

September	OCM, Workshop, Audit Committee	OCM
October	SCM	Nil
November	OCM	SCM
December	Nil	OCM, Forum
	16 meetings	13 meetings

Council meeting dates are scheduled to ensure that, where possible, there are no clashes with member Councils' meeting dates. The WMRC Ordinary Council Meetings (OCMs) are usually held at 5:30pm on the last Thursday of every second month (commencing January). Special Council Meetings (SCMs) have been convened in between OCMs. The Audit, Risk and Improvement Committee has been convened to fulfill statutory functions (refer below). In addition, workshops have been held when required.

DETAIL

The setting of the meeting schedule for 2026 gives an opportunity to review the governance arrangements of the organisation more broadly. That is, a review of the frequency, number, type and timeliness of meetings.

The combination of fixed OCMs and as-needed SCMs has allowed regular program/statutory reporting alongside flexibility to achieve timely decision-making. Further, the meeting types ensure public accountability and transparency while enabling necessary discussion of new initiatives or significant issues being managed by the organisation.

Noting that members have met 29 times over the last two calendar years, it is recommended that the schedule of OCMs be retained at bi-monthly frequency with venues rotating amongst member local governments. Should Council agree, the following dates and locations are recommended:

DATE	LOCATION*
29 January 2026	Town of Claremont
26 March 2026	City of Subiaco
28 May 2026	Shire of Peppermint Grove
30 July 2026	Shire of Mosman Park
24 September 2026	Town of Cottesloe
26 November 2026	Town of Claremont

*: subject to confirmation with host Council

RISK MANAGEMENT

The meeting arrangements addresses the following areas of the Corporate Risk Register:

Governance SG3, SG4, SG5, OG4, OG6

COMMUNICATION AND CONSULTATION

The proposed meeting dates were discussed with the Chief Executive Officer's of member Council's at a forum on 20 November 2025.

REPORT IMPLICATIONS

Legislation and Policy Alignment

The *Local Government Act 1995*, section 5.3 (2) requires ordinary meetings of Council to be held not more than 3 months apart.

Regulation 12(2) of the *Local Government (Administration) Regulations 1996* require details of public meetings to be published on the Shire's website. Details include meeting type, date, time and place.

Neither the *Local Government Act 1995* nor associated Regulations require a minimum number of, or scheduled meetings of the Audit, Risk and Improvement Committee. This Committee is convened to enable it to fulfill its statutory functions, namely to:

- Review the annual compliance audit return as required by regulation 13 of the *Local Government (Audit) Regulations 1996*;
- Review the results of a review undertaken under regulation 17 of the *Local Government (Audit) Regulations 1996*;
- Review the results of a review undertaken under regulation 5 of the *Local Government (Financial Management) Regulations 1996*;
- Oversee the implementation of audit or review actions.

Committee meetings are scheduled to coordinate with the timing of these functions.

Business and Strategic Alignment

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

Financial and Resource Implications

Nil.

COMMENTS

The combination of ordinary and special meetings, along with committee, workshops/forums and CEO forums provides a robust meeting structure that meets the needs of the organisation. It is recommended that arrangements as presently established continue for 2026 and the schedule of meetings set out in this report be endorsed accordingly.

VOTING REQUIREMENTS

Simple majority.

Moved by: Cr. P Macintosh

Seconded by: Cr. R Jones

RESPONSIBLE OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

10.5.1 Council resolve to endorse the schedule of Ordinary Council Meetings set out in report 10.6.

CARRIED 5/0

10.6 DRAFT SUBMISSION TO THE STATE WASTE STRATEGY REVIEW

Responsible Officer:	Manager Communications & Education
Date:	3 December 2025
Attachment:	A draft submission on the Beyond WAste 2030: Waste Avoidance and Resource Recovery Strategy was tabled

PURPOSE

To consider the terms of a submission to the State Government on the draft *Beyond WAste 2030: Waste Avoidance and Resource Recovery Strategy and Action Plan*.

BACKGROUND

The State Waste Strategy is intended to provide “the vision, objectives, goals, targets and approach for transitioning Western Australia to a sustainable, low-waste, circular economy in which public health and the environment are protected from the impacts of waste”. This current consultation is the final of a three-stage legislated five-year review of the [2019 Waste Avoidance and Resource Recovery Strategy 2030](#). The final consultation draft of *Beyond WAste 2030: Waste Avoidance and Resource Recovery Strategy and Action Plan* is open for responses to 16 December. The [strategy document is available here](#) and [the roadmap \(an action plan\) is available here](#).

The five-year update of the 2019 Waste Strategy started with a Directions Paper in mid-2023 and a draft strategy in May 2024. The WMRC submission to this was considered by Council at the OCM of August 2024.

This final version is very different to those that preceded it. Changes are summarized as follows:

- It has added reference to several other relevant State Government priorities (eg Made in WA, Closing the Gap, Diversify WA), however it does not take into account some interstate and national waste priorities and activities such as the battery Product Stewardship scheme (b-cycle), and NSW work on FOGO contamination reduction, the use of recycled organic products and PFAS research.
- All priority areas have been recast to be more active, two of the five are new and two of the previous ones have been dropped or subsumed into other priorities.
- Many actions have changed
- The ‘avoid’ target has changed from a waste reduction per capita of 20% from 2014-15 levels to a 10% reduction per capita
- ‘Recover’ targets have removed reference to organics recovery from the commercial stream
- ‘Protect’ and overarching targets have been recast.

WMRC staff have participated in shaping the response from WALGA through MWAC and have also contributed to WMRR¹'s feedback submission.

We intend to respond to the consultation on behalf of the WMRC and its Member Councils. Consultation is ongoing with relevant Member Council staff.

DETAIL

Our submission will be circulated prior to the meeting under separate cover. For maximum impact, and as the strategy document itself provides background material only, we intend focusing on the five priority action areas and foundational actions in the Beyond Waste roadmap.

The main points to be covered in our submission include the following:

- We welcome the statements of interaction with other State Government priorities to embed the strategy in State Government activities
- We note that specific actions may not be necessary or may need altered in light of activities and research interstate and nationally
- We note some foundational actions do not take account of ongoing processes (eg waste plans)
- The waste avoidance priority conflates repair and reuse with reducing waste creation at the design stage. This risks the target to reduce waste creation by 10%.
- Many of the priority areas have a focus on transport infrastructure as a solution (eg waste avoidance, economic potential of recycling); while these make a contribution to reuse for glass and construction and demolition waste streams, they are not a complete solution.
- Priorities overall lack a focus on developing/harnessing effective product stewardship schemes.
- The priority on clean energy and electronic materials is welcomed in order to embed waste reduction and management into this growing sector.
- We would encourage more action on C+I waste as this sector has had little focus to date.
- Some activities under fostering a resilient organics sector priority appear counter-productive at this stage.

Overall, we note that the roadmap lacks a sense of urgency and new activities; many actions are restatements of ongoing activities. The activities do not appear sufficient to meet the targets in some areas.

RISK MANAGEMENT

Providing feedback in this strategic review assists in managing the following strategic risks:

Governance SG1 – aligning our priorities and programs those of our Member Councils and other stakeholders

Strategic SS9 – aligning our strategy, service and resource allocation with government requirements and legislation

¹ WMRR (Waste Management and Resource Recovery Association) is the national peak body for the waste industry.

COMMUNICATION AND CONSULTATION REPORT IMPLICATIONS

Legislation and Policy Alignment

Waste Avoidance and Resource Recovery Act (2007) sets up the Waste Authority

Waste Avoidance and Resource Recovery Act (2008) details the process for creating and reviewing the State Waste Strategy

Business and Strategic Alignment

Key Strategy 4: Promote and facilitate waste avoidance and responsible waste management in the community

Key Strategy 6: Contribute to the development of effective policy and advocate on our Member Councils' behalf

Financial and Resource Implications

nil

COMMENTS

Council support for the submission will allow advocacy for waste strategy settings that best serve WMRC Member Councils. Authorisation to finalise and lodge the submission is recommended accordingly.

VOTING REQUIREMENT

Simple majority

Moved by: Cr. A Maurice

Seconded by: Cr. B Wylynko

RESPONSIBLE OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

10.6.1 That the Chief Executive Officer is authorised to complete a final review of the draft submission in alignment with the discussions of this meeting; and once completed to submit it to the Waste Authority prior to 16 December.

CARRIED 5/0

11 INFORMATION BULLETINS

11.1 SAFETY AND OPERATIONS REPORT

Responsible Officer:

Manager Operations

Date:

December 2025

Attachment:

Nil

PURPOSE

This report provides Council with an integrated overview of the WMRC's risk, safety, and operational performance for September and October 2025. It outlines key safety initiatives, compliance activities, and service delivery outcomes across waste management, transfer station operations, and recycling services at the West Metro Recycling Centre.

The report also updates Council on progress of the site redevelopment program including infrastructure upgrades, staged works planning, and operational readiness activities demonstrating ongoing commitment to delivering a safe, efficient, and future focused facility for member councils and the community.

BACKGROUND

Safety and Operations

The West Metro Recycling Centre continues to place strong emphasis on the health and safety of its staff, contractors, visitors, and customers. Recent and ongoing initiatives reflect a proactive and systematic approach to managing operational risks, reinforcing compliance obligations, and driving continuous improvement across service delivery and site operations.

DETAIL

Safety Actions Undertaken and Planned Improvements:

Operational Housekeeping and Site Standards

- Completed a site wide housekeeping reset, including relocating all staff lockers to the humpy and reinforcing expectations for storing boots/uniforms appropriately and maintaining clean shared facilities (lunchroom, amenities, fridge and shower).
- Reintroduced mandatory daily litter pick routines around the site perimeter and gully, in response to recent community complaints, improving site presentation and environmental compliance.
- Strengthened tipping floor housekeeping requirements, including mandatory morning blower use and ensuring all silos are emptied, opened and ready for next-day operations.

Hazard Management, Traffic Movements and Site Layout

- Managed temporary congestion arising from two injector trailers placed in the recycling area, with relocation planned to improve traffic flow and hazard reduction.
- Commenced staged removal of surplus bins and silo units to Simms to free space in high use operational zones.

- Reinforced the need for increased situational awareness due to constrained site space, encouraging staff to report ideas for improving traffic flow and reducing congestion particularly around the bulk waste area.
- Implemented additional signage and directional controls (e.g., proposed “No Entry” signage at top ramp) to minimise risks associated with customer vehicle movements.

Conduct, Communication and Customer Interaction

- Reaffirmed expectations regarding professional behaviour, respectful customer interactions and incident escalation process, directing staff to immediately notify the Supervisor or Manager should any customer conflict arise.
- Banned personal mobile phone use during operational hours except during breaks or with prior approval, with calls restricted to designated safe areas.

Leave Notification and Administrative Compliance

- Reinforced requirement for staff to notify sick leave via a direct phone call rather than text messaging to ensure appropriate welfare checks and operational coverage.

Plant, Equipment and PPE Controls

- Reinforced locking procedures for silos on trailers, ensuring spotters work from back to front and follow established safety steps particularly important ahead of the transition to new prime mover and trailer units.
- Maintained mandatory daily pre start checks for all machinery, with checklists to be returned to the gatehouse; interim manual checks remain in place for the UD truck pending finalised documentation.
- Introduced mandatory hard hats and eye protection on the tipping floor following recent near misses, with broader PPE requirements under review and new signage (“PPE Beyond This Point”) to be installed.
- Progressed ordering of hard hats, safety goggles, gloves and respiratory masks to support compliance and reduce risk exposure.
- Emphasised PPE compliance following an incident where a staff member was struck by debris in a high risk zone.

Fortnightly Toolbox and Safety Meetings

- Fortnightly toolbox and safety briefings now fully embedded, providing ongoing communication of hazards, operational changes, near misses, safety lessons, and updates to procedures.
- Toolbox meetings now supported by attendance from PeopleSense (psychologist) to promote staff wellbeing and early intervention.

Site Safety Committee – Governance and Oversight

- Safety Committee has been established with clear roles, responsibilities and endorsement of its Charter, providing a structured mechanism for hazard review, incident discussion, compliance oversight and staff engagement.
- Committee confirmed emergency warden structure across three designated site zones, with the Site Supervisor assigned as Chief Warden and the HSR as Deputy. Nominations for additional warden positions are underway, accompanied by a training plan.

Audits, Inspections and Compliance Monitoring

- Stage 1 and 2 signage installations progressing, alongside improvements to housekeeping standards, CCTV upgrades (now completed) and additional floodlights near office areas.
- Inspection register maintained to track corrective actions, supported by planned emergency drill scheduling, updated muster point locations and replacement of windsocks.
- Additional maintenance tasks include temporary line marking, walkway delineation and static line/harness checks are underway including Safety System Improvements and Digital Transition.
- SkyTrust WHS software review completed, confirming suitability for hazard reporting, KPI tracking, inspections, training records and audit management.
- A project plan for implementation is being prepared for the next Safety Committee meeting, enabling transition to fully digital WHS processes.

Induction and Training Enhancements

- Revised site induction checklist endorsed; all staff will undergo re induction prior to rolling out the contractor induction program.
- Development of an electronic induction module with annual refresher requirements is underway to standardise onboarding and strengthen compliance.
- Additional refresher training scheduled, including first aid, fire extinguishers and working at heights certifications.

Staff Wellbeing and Support

- A wellbeing session is being coordinated with LGIS to support workgroups, strengthen psychological safety, and promote early intervention awareness. Sessions are scheduled for 21st November at the Administration Office and 26th November at the Recycling Centre.

Security and Site Protection Measures

A break in occurred on 10 November 2025 during which several items were stolen, including a contractor truck fuel card. CCTV footage is currently being reviewed to identify any suspicious activity or potential suspects, and the findings will be provided to site management. West Tip has been notified of the incident, and arrangements are underway for a replacement fuel card to be issued. As part of immediate security measures, all floodlights have been checked to ensure they are fully operational for overnight surveillance. In addition, damaged fence panels are being repaired and reinforced to prevent further unauthorised access.

Site Incidents

Incident Report – 10/11/2025 (Minor Tipping Floor Incident) Loader made contact with bollard while cleaning FOGO; cosmetic damage only.

Incident Report – 29/10/2025 (Slip and Fall) Staff member slipped exiting lunchroom donga; bruising and rolled ankle. No lost time injury recorded.

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

Resident Recycling Area

The resident recycling area has continued to operate effectively throughout the reporting period. Operations remain well managed, ensuring a seamless experience for residents. Feedback from the

community has been largely positive, with residents expressing satisfaction with the professionalism and support provided by staff. The continued smooth functioning of this facility reflects the success of current operational practices and staff engagement initiatives, demonstrating a commitment to maintaining high standards in service delivery.

Major Projects Underway

RC Concept Redevelopment Plan:

GHD progressing well on initial design phase; all RFIs have been responded to. GHD is also exploring alternative entry and exit arrangements to maximise utilisation of the old DiCOM shed footprint.

Static Compactors – Procurement Planning and Operational Benefits

An evaluation is presently underway regarding the business case for investment in a second static compactor. The single compactor presently manages FOGO material. This will expand to service the general waste stream in rotation with FOGO. The compactor will operate in conjunction with the new rear blade ejection trailers and is central to the retirement of the NCH silo system.

The addition of a second unit would provide significant operational advantages, including continuity of service should the existing older compactor go offline, thereby reducing downtime risk and maintaining uninterrupted waste processing capacity. A dual compactor setup would also improve efficiency in managing differing waste streams, reduce bottlenecks during peak periods, and minimise the need for frequent trailer rotation. It will also provide scalability to accommodate growth in FOGO and general waste streams.

Further reporting will be provided to Council regarding a second static compactor. In the interim, a stock of critical spare parts is being acquired to be held on site, along with a contracted guaranteed service response time from a specialist service provider. In this way, the impact of plant failure can be minimised.

Waste Trailers

Key2 Design commenced trailer branding on 10 November at the Maddington contractor workshop, and the works have now been fully completed. The prime mover and trailers are ready for commissioning on 1 December 2025.



Image/s: Completed Branding of the Waste Compactor Trailers.

Bunker Civil Works

The wall panels were inspected at the manufacturer's site on 27 October, confirming compliance with specifications. The contractor is revising the SWMS, with installation over the weekend of 29-30 November in readiness for use on 1 December.

Year-on-Year Waste Comparison: 2023–24 vs 2024–25

Overall site tonnage has increased by 8.9% compared with the same period in 2024–25, supported by higher activity across most waste streams. Strong growth is evident in FOGO (+12.2%), Bulk Waste including Verge Valet (+23.2%), and Green Waste including GO/VV (+21.3%), reflecting continued uptake of organics services and expanded Verge Valet participation among member councils.

C&D waste shows the largest increase at +37.2%, driven by ongoing redevelopment and construction activity in the region. Moderate increases have also been recorded in scrap metal, cardboard, and HHW/paint and batteries, with HHW showing a significant rise as community disposal behaviours improve.

Residual waste remains stable at -0.1%, indicating successful diversion efforts into organics and recyclable streams. Site transactions also increased, with 6.2% more inbound movements and 20.2% more outbound loads, reflecting stronger operational throughput.

Overall, the data indicates positive trends in resource recovery and continued engagement with waste diversion services across member councils.

Waste (tonnes)	September 2025	October 2025	2024-25 Prior YTD	2025-26 YTD	Change Year on Year (%)
Residual waste	762	776	1421	1419	-0.1
FOGO	1253	1315	1756	1970	12.2
Bulk waste Incl. VV	622	702	1242	1530	23.2
Green waste incl. GO and VV	529	815	1378	1671	21.3
C&D waste	215	324	188	258	37.2
Scrap metal	28	26	38	45	18.4
Cardboard	14	21	22	27	22.7
HHW / paint and batteries	10	11	11	24	118.2
Total Site Tonnage	3480	3938	6376	6944	8.9
Total Site Transactions (In)	6570	7813	11917	12653	6.2
Total Site Transactions (Out)	321	305	521	626	20.2%

Chart -Waste Received

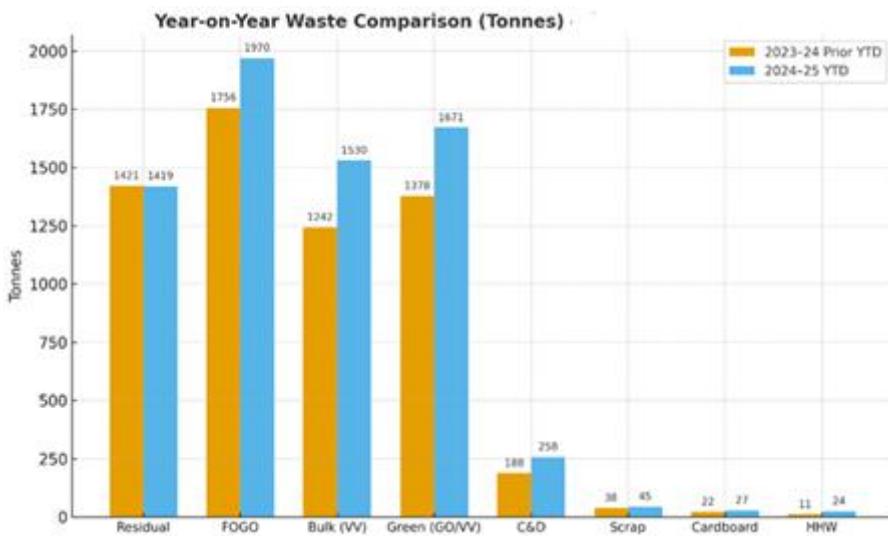


Chart - Year-on-Year Waste Comparison: 2023–24 vs 2024–25

Bulk Waste and Green Waste Trends

Bulk waste and green waste volumes continue to show strong upward trends, supported by the ongoing expansion of the Verge Valet service across additional customer councils during 2025–26. Bulk waste increased from 1,242 tonnes to 1,530 tonnes (+23.2%), while green waste (including GO and VV) rose from 1,378 tonnes to 1,671 tonnes (+21.3%).

These increases are partially offset by the Town of Victoria Park's transition from GO bins to FOGO services, which is expected to reduce general waste inputs and influence future green waste tonnages as the new system stabilises.

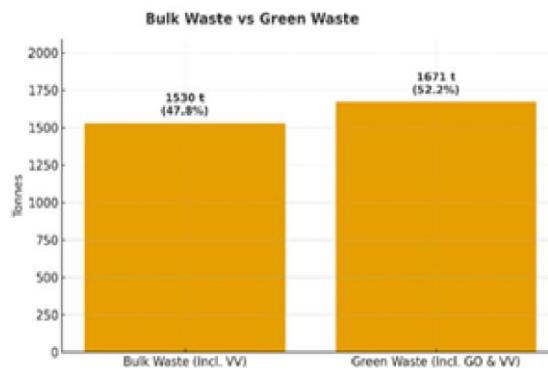


Chart - Bulk Waste and Greenwaste Trends

Top Recycling Centre Customers (by Weight, Year-to-Date)

City of Subiaco, City of Vincent, Commercial Cash customers, Town of Claremont, and Town of Mosman Park—represent the highest-contributing external users of the facility by tonnage. These customers collectively account for the majority of inbound material outside WMRC operations, reflecting strong utilisation of the Centre's recycling and disposal services across both local government and commercial sectors. Their consistent and substantial contributions are a key driver of throughput volumes and play an important role in supporting the Centre's overall resource recovery performance.

Top 5 Customers | Net Weight (t) & Share (%)

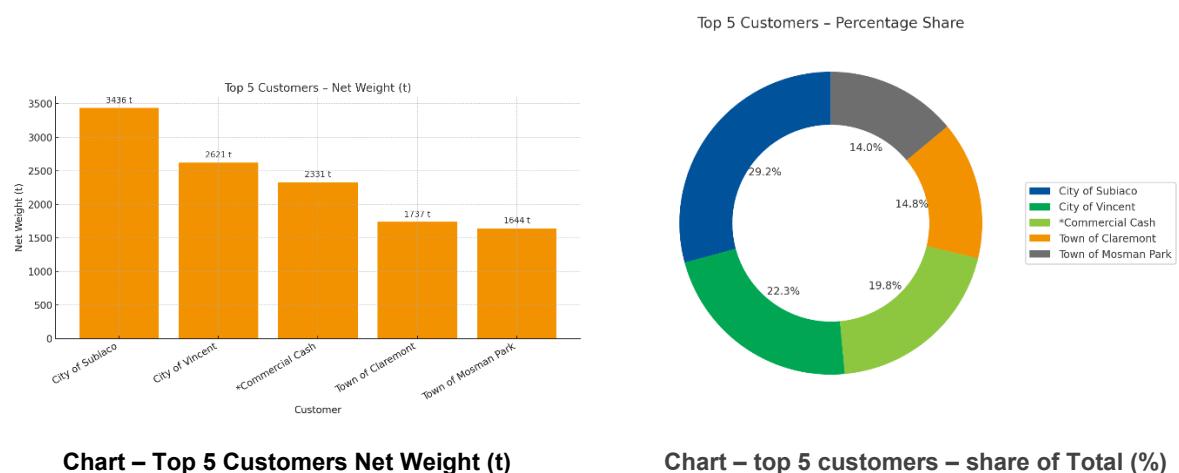


Chart – Top 5 Customers Net Weight (t)

Chart – top 5 customers – share of Total (%)

Client Tonnage Comparison (YTD vs Last Month)

Year to date data indicates that the largest contributors to total site throughput are the City of Subiaco, Western Tree Recyclers, the City of Vincent, and Commercial Cash customers. These key groups collectively represent a significant proportion of incoming material and continue to underpin core site volumes.

Most member councils recorded steady month on month contributions, with last month's figures remaining consistent with expected seasonal patterns. Residential self haul volumes from Cambridge, Claremont, Subiaco, Cottesloe, and Mosman Park also remain stable, reflecting ongoing community utilisation of the facility. Smaller contributing categories such as household hazardous waste streams, non member councils, and individual resident drop offs continue to add modest but reliable volumes.

Overall, YTD tonnage reflects strong participation from both member councils and commercial users. Activity supports stable operational throughput and reinforces the site's dependable performance.

Year to date data shows that WMRC Council remains the largest contributor to total site throughput, accounting for more than 6,280 tonnes, followed by strong commercial and member council users including the City of Subiaco, Western Tree Recyclers, City of Vincent, and Commercial Cash customers. These five groups collectively represent the majority of incoming material and continue to underpin core site volumes.

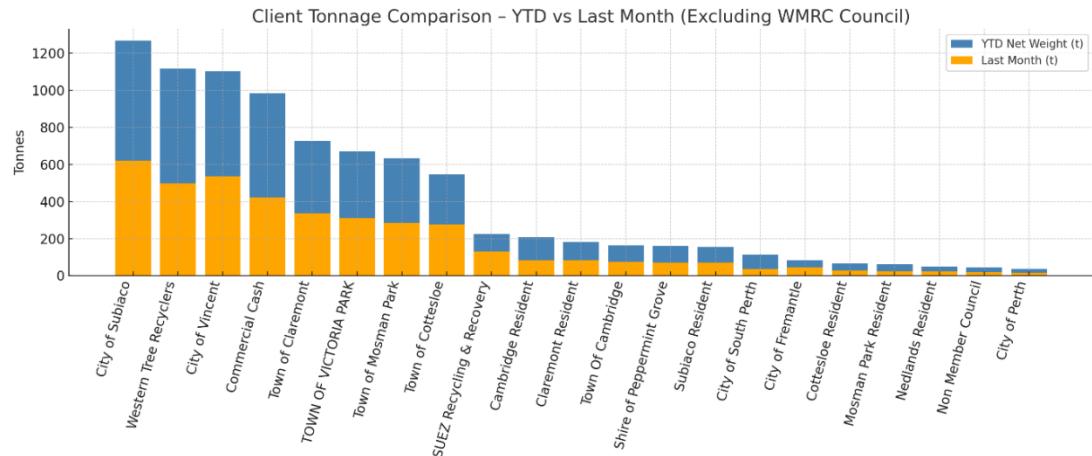


Chart -Net Weight Distribution by Client (Monthly Summary)

Recycling Centre Staffing and Workforce Structure

The organisational structure at the Recycling Centre has been reviewed to strengthen operational oversight, improve coordination, and ensure clearer accountability across daily activities. As part of this restructure, distinct reporting lines have been established to support more effective supervision, contingency planning, and workload management. The introduction of the new Team Leader position also provides improved operational resilience, enabling greater coverage during absences and peak periods while supporting the Site Supervisor with day to day leadership responsibilities.

In addition, the restructure enhances workforce capability by enabling more consistent access to training, upskilling, and succession planning opportunities. This ensures staff are better equipped to undertake critical operational tasks, supports safe and efficient service delivery, and provides a more sustainable workforce model for the Recycling Centre moving forward.

RISK MANAGEMENT

Key strategic and operational risks have been identified and comprehensively addressed in the Risk Register. A summary of these risks includes:

Operational - SO1, SO2, OO1 – OO7.
Workplace Health and Safety - WHSS1, WHSO1 – WHSO25.
Strategic: SS1 – SS11, OS1 – OS6.
Governance: SG1 – SG5, OG1 – OG7.
Commercial & Legal: SC1 – SC4, OC1 – OC7.
Financial: SF1, SF2, OF1 – OF6.
HR Management: SHR1 – SHR5, OHR1 – OHR12.
IT: SIT1, SIT2, OIT1 – OIT3.
Reputational: SR1 – SR7, OR1 – OR10.
Project: identified on a project-by-project basis.

COMMUNICATION AND CONSULTATION

Nil

REPORT IMPLICATIONS

Legislation and Policy Alignment

Operations are within the requirements of relevant licenses and Work, Health and Safety legislation.

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

The information is presented for noting.

VOTING REQUIREMENT

Simple majority

Moved by: Cr. B Wylynko

Seconded by: Cr. A Maurice

RESPONSIBLE OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

11.1.1 The Safety and Operations Report be noted.

CARRIED 5/0

11.2 COMMUNICATIONS AND EDUCATION UPDATE

Responsible Officer: **Manager Communications and Education**

Date: **18 November 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. Recycling Hotline
2. Community Education Activities
3. Media Content

DETAILS

1. Recycling Hotline

Much of the team's time was taken in managing the Recycling Hotline through this period. With a combination of the busy pre-Christmas period and a doubling of the number of properties serviced by Verge Valet, call volumes are up by around 40% on the same period last year.

The phone logs are showing over 100 calls received each day and reporting shows an increase in the proportion attributed to Verge Valet from 52% to 71%. Calls concerning Recycling Centre services are tracking at about the same number as previously. There is a very low proportion of calls on other topics such as FOGO, recycling specific materials etc.

Some decrease in the number of Verge Valet-related calls is to be anticipated over time as the new residents become more familiar with the system. The team is trialing a range of initiatives to decrease the call numbers without negatively impacting customer service. These are both technology and behaviour related.

2. Community education activities

	<p>Visible Mending Workshop with Hoop Hoop Hooray Evelyn H Parker Library, Subiaco Friday 19th September WMRC-instigated event</p> <p>6 residents joined WMRC and Hoop Hoop Hooray to learn practical visible mending skills, helping to repair clothing and keep textiles out of landfill.</p> <p><i>"The workshop was very welcoming for all abilities & levels.... It was also informative to learn about other ways to reduce waste (e.g. recycling initiatives for fabrics & other materials)" – Attendee</i></p>
	<p>Sewing Workshop Series Studio Thimbles, Evelyn H Parker Library, Subiaco Friday 26th September, Friday 3rd October, Saturday 11th October WMRC-instigated event</p> <p>WMRC partnered with Studio Thimbles to deliver a three-part Sewing Workshop Series focused on mending and extending the life of textiles. Eight participants took part. <i>"I thought it was brilliant from concept to execution, and very well resourced and facilitated. The workshops were clever, creative, practical and environmentally friendly."</i> – Attendee</p>



Adult Clothing Swap

Alf Adams Pavilion, Mosman Park
Saturday 4th October
Council-requested event

WMRC's Clothing Swap was a lively and well-attended event, attracting 49 participants. The Repair Lab team joined us on the day, mending 19 items. Their attendance was very well received by attendees. WMRC were also supported by a team of 11 dedicated volunteers. In total, 187kg of clothing, shoes and accessories were donated for the swap, with 70% of items finding new homes and the remaining pieces donated to WMRC's charity partners.

One attendee expressed appreciation for the *"quality donations, thoughtful organisation, and great volunteers!"*



Great Global Mend

Evelyn H Parker Library, Subiaco
Saturday 11th October
WMRC-run and invited by the Great Global Mend

This event brought together 35 enthusiastic menders who collectively repaired more than 60 items as a part of the Perth-wide Great Global Mend record attempt. Staff from Studio Thimbles were on-hand to assist attendees. Participants enjoyed sharing repair skills and stories while taking part in a live cross to Yagan Square, joining hundreds of other menders across Perth.

	<p>Textile Trail Subiaco Monday 6th – Sunday 12th October WMRC-instigated event</p> <p>The WMRC Textile Trail returned for 2025, encouraging the community to explore how to repair, share, reuse and relove clothing while supporting local Subiaco businesses. Over the week, participants followed a map featuring 11 stops, including local op shops, consignment boutiques, and repair specialists. Feedback from participants was overwhelmingly positive. <i>"We just had the best day... I've lived in Perth just over a year and never been to Subiaco. What a great way to visit it!"</i> - Attendee</p>
	<p>School Waste Education Day at St Thomas Primary School, Claremont Friday 17th October School invited, WMRC-run event</p> <p>WMRC ran our award-winning School Waste Education Day for a local Claremont Primary School. Students from Years 1-6 rotated through 8 interactive games to learn the key waste management behaviours of Gifting, Recycling, Earthcycling, Avoiding, and Taking.</p> <p><i>"5 star incursion! Thank you, we loved all the activities"</i> – Year 3 & 4 Teacher</p>

	<p>Victoria Park FOGO Stall Monday 20th October <i>Customer council event, WMRC run</i></p> <p>WMRC ran a FOGO Information Stall at the Hawaiian Shopping Centre in East Vic Park. WMRC staff talked to Vic Park residents about the FOGO rollout, answering key questions about infrastructure and waste sorting.</p>
	<p>Beeswax Wrap Workshop Curtin Heritage Living, Cottesloe Friday 14th November <i>Council-requested, WMRC-run event</i></p> <p>WMRC delivered a hands-on beeswax wrap workshop as part of Seniors Week, on behalf of the Shire of Peppermint Grove, and Towns of Cottesloe and Mosman Park. Attendees made their own beeswax wrap to take home. They expressed positive feedback, with many keen to attend future low-waste workshops.</p>
	<p>South Perth Recycling Centre Open Day Saturday 22nd October <i>Customer council event, WMRC run</i></p> <p>WMRC provided a Verge Valet information stall at the South Perth Recycling Centre Open Day. WMRC spoke to South Perth residents about the new Verge Valet service, website bookings and answered questions about reuse, gifting and waste recovery rates.</p>



Recycling Centre Tour for National Recycling Week
Saturday 15th November
WMRC-Instigated event

WMRC hosted two tours at the West Metro Recycling Centre in celebration of National Recycling Week.

23 residents learnt about what happens to their waste once it's picked up. They explored the many recycling streams WMRC collects and the recovery processes for many items such as cardboard, e-waste, and hazardous waste like paint and batteries.

1. Media Content

Print Articles

 <p>Subi's top of the pile</p> <p>By LLOYD GORMAN</p> <p>Don't rubbish rubbish. That's the message when Subiaco produced two winners in the 2025 WasteSorted Awards this month.</p> <p>Earthwise in Bagot Road came out on top in the Community Waste category. The Western Metropolitan Regional Council in Churchill Avenue scooped the Community Events and Engagement award for its Redlove Your Stuff campaign. Environment Minister Matthew Swinburn said those and other winners had made an outstanding contribution to WA's "circular economy."</p> <p>"These awards highlight what can be achieved when we all work together," he said.</p> <p>"These awards offer a meaningful opportunity to acknowledge and celebrate the efforts of individuals and organisations dedicated to cutting waste, reducing waste and protecting and safeguarding the environment. "A circular economy also delivers both social and economic value by creating jobs and inspiring greater community involvement."</p> <p>More than 1000 people attended Earthwise's launch of the Textile Retail Trail, which ends Sunday. Earthwise has one of the cheapest and best op shops in Perth, communal gardens and a wide range of other activities aimed at fostering community, reducing waste and encouraging recycling.</p> <p>Coordinator Jen Korab thanked founder Peg Davies and everyone involved, including the nearly 60 volunteers who turn up regularly to help out.</p> <p>"It's a real team effort," Jen said. "We wouldn't be here without our volunteers so it was with great appreciation and thanks for their time and effort to help us keep running and that's what we accepted this award."</p> <p>As well as handling waste disposal for most western suburbs councils, the WMRC runs community-based events to help people repair, relove and reuse clothing and make fashion more sustainable.</p> <p>It says each Australian buys about 56 new items of clothing a year and an estimated six tonnes of textiles are dumped in landfill every 10 minutes.</p>	<p>The POST, 27 September 2025</p>
<p>Page 42 – POST, October 11, 2025</p>  <p>COMMUNITYnews</p>  <p>Discover vintage store Lucy in Disguise on a textile retail trail of Subiaco's recycling boutiques.</p> <h2>Follow the textile retail trail</h2> <p>The Western Metropolitan Regional Council makes it easy to shop sustainably in Subiaco.</p> <p>Its Textile Retail Trail, which ends this Sunday, is a map of Subiaco's best op shops, vintage stores and recycling boutiques. It is a way to uncover new ways to relove, restyle, and reuse fashion, to rethink fashion wardrobes and reduce waste.</p> <p>The Great Global Mend, this Saturday from 10.45am to 12.30pm at Subiaco Library, will teach people how to mend and restyle old clothes.</p> <p>Participating shops and boutiques have trail maps available. They include Earthwise Community Op Shop, Good Sammy's, Studio Thimbles, The Secret Closet and Lucy in Disguise.</p>	<p>The POST, 11 October 2025</p>



NATIONAL RECYCLING WEEK



You can make a difference

Celebrate this year's National Recycling Week with a range of fun and engaging activities for everyone - from kids to seniors - and contribute to a more sustainable future.

Rubbish Truck Storytime and Truck Visit - Morley

Presented by Cleanaway Waste Management, children aged between two and five are invited to enjoy stories about recycling and waste reduction followed by a visit from a real-life rubbish truck. See the machine in action, then take the opportunity to have your photo taken with it. Be sure to bring sun protection, as the truck visit will take place outside with minimal shade.

Where: Morley Public Library, 240 Walter Road West, Morley

When: Monday November 10 from 10.30am-12pm

Price and booking: Free, register at events.humanitix.com/rubbish-truck-storytime-ages-2-5

Cutting Kitchen Waste - Maylands

In celebration of both National Recycling Week and WA Seniors Week 2025, join WA Educator Laura Monisse for an interactive session on how to reduce food waste while getting the most value for your time and money.

Share your experience with fellow attendees while learning about effective meal planning, creative ways to use up leftovers and the impact of food waste. By the end, you will have a more conscientious approach to food preparation and storage, doing your bit to reduce our collective waste output.

Price and booking: Free, reserve a spot at www.eventbrite.com.au

Where: Maylands Library, 28 Eighth Avenue, Maylands

When: Tuesday November 11 from 10am-12pm

Before the Bin Workshop - Morley

Take a deep dive into the unseen environmental toll of our daily consumption habits, uncovering how every choice we make has wide-ranging effects on the planet. In this interactive workshop, participants will learn about the carbon dioxide output of manufacturing and distribution processes, how production depletes our natural resources and how each product affects the environment before it even becomes waste.

Where: Morley Public Library, 240 Walter Road West, Morley

When: Wednesday November 12 from 4.30-6.30pm

Price and booking: Free, register at www.eventbrite.com.au

Visibly Mended - Creative clothing repair workshop - Lesmurdie

As part of its partnership with Switch Your Thinking, Lesmurdie Library is hosting a beginner-friendly workshop on visible mending techniques presented by Selina Clarke.

Begins new life into worn favourites with chic and stylish repair methods, imbuing each piece with new flair while curbing unnecessary waste. Participants must bring their own damaged garment to work on and register in advance as spaces are limited.



West Metro Recycling Centre (WMRC) tour groups can see food organics and garden organics being transferred for processing. Image: WMRC.

Where: Lesmurdie Senior High School Campus, 21 Reid Road, Lesmurdie

When: Saturday November 15 from 10am-12pm

Price and booking: Free, register at www.trybooking.com/DIGIT

West Metro Recycling Centre Community Tours - Shenton Park

Find out what happens to your waste with a behind-the-scenes tour of West Metro Recycling Centre. The facility will host two sessions, the first of which is exclusively for residents of West Metro Regional Council jurisdictions - Claremont, Cottesloe, Mosman Park, Peppermint Grove and Subiaco - with the second open to the general public.

There will be dedicated time for questions following each session, along with coffee and light refreshments. Wear fully enclosed footwear, a hat and sunscreen, and be sure to bring a bottle of water. These tours are not suitable for children under the age of 12, and kids between the ages of 12 and 16 must be accompanied by an adult. Places are limited to 15 people per session, so secure your spot now.

Where: West Metro Recycling Centre, 60 Lemos Street, Shenton Park (enter from Brockway Road)

When: Saturday November 15 from 9:10:30am (session one) and 11am-12:30pm (session two)

Price and booking: \$5, book via events.humanitix.com/host/wmrc

Celebrating our local recycling heroes

WasteSorted Awards 2025 recognised Western Australia's leading waste-reduction and resource-recovery champions for their contribution towards building a strong circular economy across the state.

Hold at the conclusion of the annual Waste & Resource Recovery Conference, the awards highlighted individuals and organisations which were instrumental in driving down landfill rates and improving resource recovery by repairing, reusing and recycling.

The winners

Category 1 - Community Waste Award

Winner: Earthwise Community

The non-funded community centre receives 1220 kilograms of rescued food per week, which is distributed to those in need, and has diverted 1800 kilograms of clothing and textiles from landfill in just six months.

Category 2 - Schools Awards

Winner: Joondalup Education Support Centre
The public school has introduced a chicken coop, worm farms and compost bins into its waste-wise initiatives with the aim of diverting all organic food waste from landfill.

Winner: Perth Waldorf School

Through hands-on learning experiences, the school encourages environmental stewardship through various initiatives, including student-led audits, bin colour-coding, composting systems, a second-hand clothing market and a community repair hub.

Category 3 - Business Award

Winner: WA Solar Recycling
Focused on acquiring functional solar equipment, the company has saved over 43,000 solar panels and 35,000 batteries from disposal and redirected 17 tonnes of solar rail into the second-life market.

Category 4 - Waste Champion

Winner: Rebecca James - Fremantle Ports
The recipient of a Churchill Fellowship, Fremantle Ports' Rebecca James contributed to the design of cruise ship recycling trials led by the Department of Agriculture, Fisheries and Forestry and the Australian Maritime Safety Association.

Category 5 - Waste Team Award

Winner: Fiona Stanley Hospital
Through sustainable healthcare initiatives, the team is saving more than 800,000 plastic items from landfill each year, and the ward has reduced clinical waste by 80 per cent, to only 220 kilograms within a year.

Category 6 - Local Government Award

Winner: City of Canning
Through their repair, reuse and waste reduction initiatives, the government organisation launched Australia's first council-led repair service rebate and WA's first on-demand donation collection in association with Good Sammy.

Category 7 - Regional Award

Winner: Shire of Broome
The Shire of Broome has established an all-weather e-waste drop-off area and a mechanical sorting system for recoverable materials at Broome Waste Management Facility, resulting in the recovery of more than 50 tonnes of e-waste for recycling.

Category 8 - Community Events and Engagement Award

Winner: Western Metropolitan Regional Council - Re(Love) Your Stuff
The organisation's Re(Love) Your Stuff campaign has diverted more than 1.5 tonnes of textiles from landfill, organised



WRITE Solutions won the WasteSorted Award.



Fiona Stanley Hospital's State Rehabilitation Services Ward 1A won the Waste Team Award.

nine clothing swaps, 15 reuse-and-repair workshops, four beeswax wrap workshops and the Textile Trail tour as part of Circular Fashion Festival.

Category 9 - Innovation Award

Winner: GO2CUP
Dedicated to replacing single-use items at events with large-scale, accessible reuse systems, GO2CUP partners with local governments and event organisers and eliminated over 300,000 use-and-discard products in 2024.

Category 10 - Closing the Loop Award

Winner: Soft Landing Mattress Recyclers (Western Australia)
Through the recycling of end-of-life mattresses and related white-goods, this not-for-profit enterprise's Perth team diverted over 110,000 mattresses and 930 white goods from landfill in 2024, achieving 70 per cent material recovery rate.

WasteSorted Award

Winner: WRITE Solutions
In partnership with Westfield Carousel, WRITE Solutions spearheaded the launch of an organic waste diversion project, resulting in the diversion of over 70 per cent of the estimated organic waste volume from landfill.

The West Australian - National Recycling Week liftout 10 Nov 2025

Print Advertising

WMRC's Word on Waste

Clearing out the shed? Household Hazardous Waste (HHW) should never go in your kerbside bins – take it to the West Metro Recycling Centre for safe recycling and disposal instead.

What's included as HHW?

- Paint tins (empty or full)
- Household chemicals
- Pool chemicals
- BBQ gas cylinders
- Pesticides
- Aerosols
- Acids

Sealed containers only

FREE EVENT The Textile Trail is back! We're bringing together local businesses focused on pre-loved, vintage, rented and locally-made fashion for one big celebration of sustainable style across Subiaco. Pick up your Trail Map and get it stamped at five stops for your chance to win great prizes.

MON 6 - SUN 12 OCTOBER 2025

TEXTILE TRAIL

Join the Great Global Mend

Grab a textile item that needs some love and get ready to join 16 councils across Perth in a massive community world record attempt!

Get snapping, sewing and patching on Saturday 11th October at 10:30am.

Scan to find out more

Not sure how to start stitching? We've got two visible mending workshop series coming up as part of the Textile Trail!

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

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

Western Metro Regional Council | western-metropolitan-regional-council | westernmetroregionalcouncil

The POST, 13 September 2025

WMRC's Word on Waste

Subiaco, book your green waste collection Under the new Verge Valet™ system, each residential property in the City of Subiaco is entitled to three pre-booked collections of loose green waste per financial year.

Book at vergevalet.com.au

Can you Buy Nothing New? October is Buy Nothing New Month. It's about finding other alternatives to buying new things.

Toy library? Facebook gifting group? Borrow from a friend? Antique shop? Op shop?

Recycling Centre Tour Go behind the scenes at your local recycling centre

We're award winners! We're honoured to have received the Community Events and Engagement Award at the WA WasteSorted Awards for our (Re)Love Your Stuff project!

WasteSorted AWARDS 2025 Winner

(Re)Love Your Stuff diverted over 2 tonnes of textiles from landfill

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

Western Metro Regional Council | western-metropolitan-regional-council | westernmetroregionalcouncil

The POST, 18 October 2025

WMRC's Word on Waste

Keep your recycling loose in the bin Plastic bags should never go in your yellow-lidded recycling bin – and that includes bin bags! Keep everything loose in the bin to ensure it gets recycled.

@NationalRecyclingWeek

VergeValet® book in early Tidying up for the holidays? We recommend booking your Verge Valet™ collection ahead of time, as dates often fill up. Book up to eight weeks in advance at vergevalet.com.au.

Verge Valet™ will be closed from 22 December 2025 to 2 January 2026.

Upcoming Workshops Get ready for a more sustainable Christmas with two festive low-waste workshops.

Claremont DIY coffee scrub + cleanser Wednesday, 3 December 2pm – 3:30pm Bay View Community Centre

Mosman Park Beeswax wraps + low-waste gift wrapping Wednesday, 10 December 6pm – 7:30pm Alf Adams Pavilion

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Western Metro Regional Council | western-metropolitan-regional-council | westernmetroregionalcouncil

The POST, 15 November 2025

Social Media

In November a team member attended the Commelligence Forum hosted by LG Professionals WA, which provided an informative update on comms best practice in local government in 2025, with a focus on digital channels. The insights gained from the conference are helping to inform a refreshed comms strategy for the coming year.

Reach:

	15 Sept – 15 Nov	Compared to previous period
Facebook	11,859	-22%
Instagram	2,033	118%

Content – top performers by reach:

Title	Date published ↑	Reach ⓘ ↓
 Don't miss out – this 3-part sewing series kicks off next Friday! 🚨 Join Olga...   19 September 00:09 6,358 6,273 from ads		
 Last chance to reserve your spot! Join us this Friday for a Visible Mending w...   15 September 03:00 2,237 1,920 from ads		
 FOGO-derived compost is in stock at the West Metro Recycling Centre! 🌱 Co...   8 October 02:34 1,489		
 The Textile Trail is here! 🚶 To make the most of the Trail for 2025, head in to ...   10 October 02:55 1,131		
 We're thrilled to share that WMRC has been awarded the WasteSorted WA ...   22 September 01:00 764		
 PUBLIC NOTICE 📝   18 September 01:48 507		

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 1,674 subscribers.

	Open rate (%)	Link clicks within (%)
September newsletter	53.7	6.7
October newsletter	59.2	5.2
Sector benchmark (government)*	40.5	4.6

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

Website

	15 Sept – 15 Nov	Previous period
Sessions*	17,081	10,503
Total users	12,344	7,576

*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
/recycling-disposal/west-metro-recycling-centre/	4,399	00:01:36
/	4,265	00:00:51
/recycling-disposal/west-metro-recycling-centre/accepted-items-free-for-a-fee/	3,314	00:01:41
/recycling-disposal/west-metro-recycling-centre/fees-charges/	2,953	00:01:49
/relove-your-stuff/textile-trail/	1,011	00:02:17
/recycling-disposal/west-metro-recycling-centre/specialist-recycling/electronic-waste/	920	00:01:14
/recycling-disposal/charities-offering-home-collections/	782	00:03:26
/news/recycling-rules-are-consistent/	764	00:01:44
/contact-us/	669	00:02:11
/about-us/member-participating-councils/	636	00:00:55
/recycling-disposal/west-metro-recycling-centre/waste-passes/	625	00:01:21
/recycling-disposal/west-metro-recycling-centre/household-hazardous-waste/	501	00:02:05

The 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

Moved by: Cr. R Jones

Seconded by: Cr. B Wylynko

RESPONSIBLE OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

11.2.1 The Communications and Education report to 18 November to be noted.

CARRIED 5/0

11.3 VERGE VALET™ REPORT

Responsible Officer: Manager Communications and Education

Date: 13 November 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 prebooked verge waste collections.

The following table summarises the arrangements for each Host Council, covering 99,973 properties:

Name	MOU/ contract	Service start date	No of properties	Allocation per property		
				(ABS2021)	Bulk*	Green
<i>Town of Mosman Park</i>	MOU	February 2020	4113	2	1	Y
<i>Town of Cottesloe</i>	MOU	August 2020	3609	2	1	Y
<i>Shire of Peppermint Grove</i>	MOU	March 2021	620	3	3	Y
<i>City of Subiaco</i>	MOU	September 2025	8820	0	3	N
<i>Town of Cambridge</i>	Contract	November 2020	11497	2	1	N
<i>City of Vincent</i>	Contract	April 2021	16794		2	Y
<i>City of Fremantle</i>	Contract	September 2023	15687	1	0	Y
<i>City of South Perth</i>	Contract	July 2025	20851	1	2	Y
<i>Town of Victoria Park</i>	Contract	July 2025	17982	2	1	N

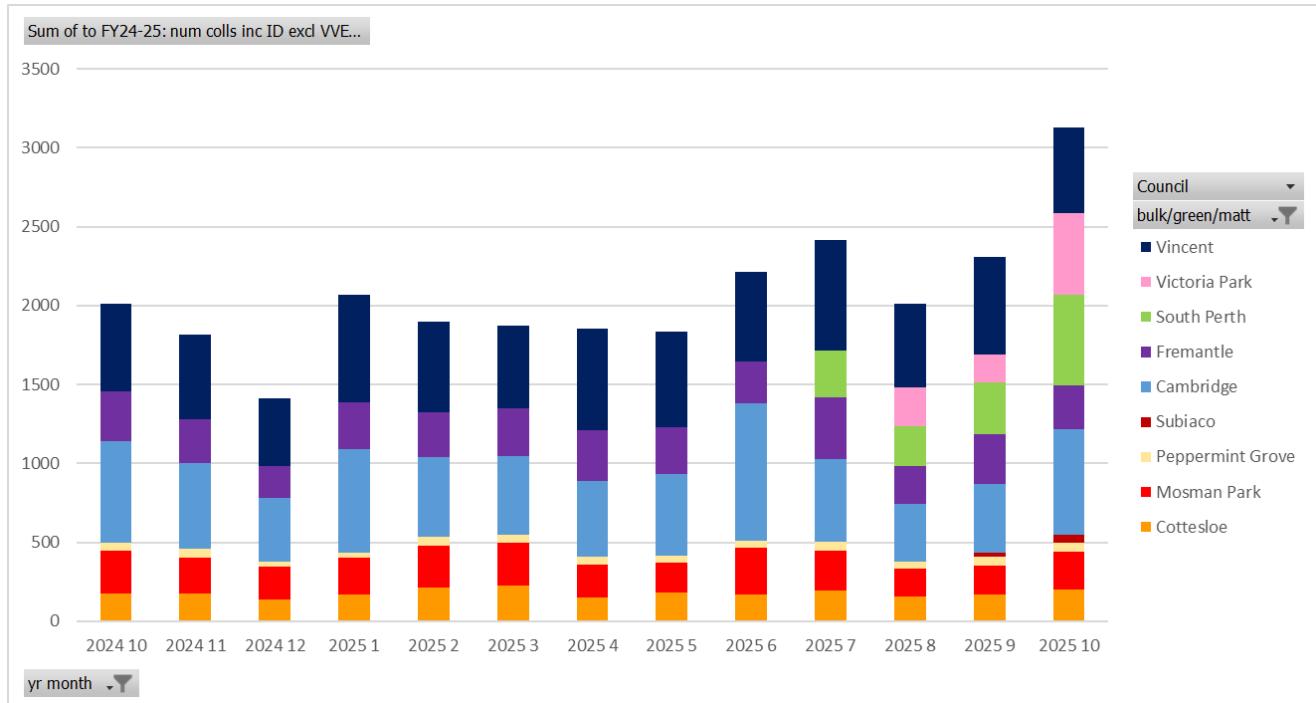
**bulk allocations may be used for green collections, not vice versa*

Reports are provided for each Ordinary Council Meeting with an update on collections, along with summary survey results from those who have used 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

Number of collections

The following chart shows the number of collections per month across Verge Valet host councils over the past 12 months. The effect of the rollout to Victoria Park and South Perth is clear; both these rollouts were staged with a full service starting in October. There were 3172 collections in October; 2094 bulk, 871 green and 207 mattresses.

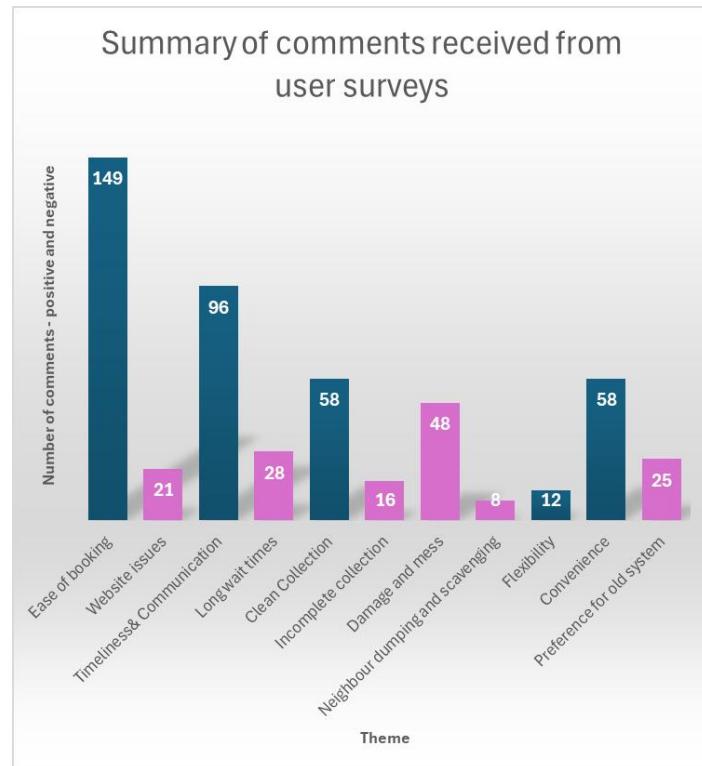


The collector separates e-waste, white goods and mattresses during collection. Our contractor, Perth Bin Hire, sorts the rest and reports the proportion of bulk waste recovered. This is the same sorting facility as used for the bulk waste from other sources delivered to the Recycling Centre and reported monthly. The latest available figures (to October) 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

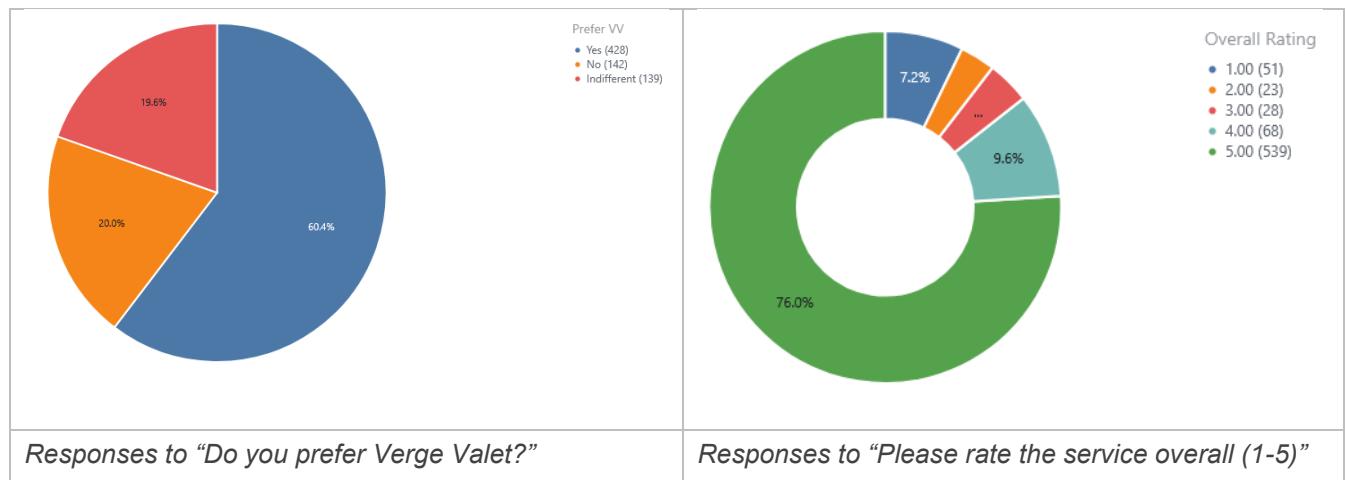
Following a Verge Valet service to a property, those residents are invited to complete a survey. Eight questions provide a rating and/or comments on each of the booking processes, the collection process, and the overall service.

Positive (blue) and negative(pink) comment themes are summarized below:



The contractor has reassigned one worker who was associated with the higher-than-expected number of verge damage issues.

Overall user ratings for this financial year remain unchanged as shown below:



The service has expanded to service nearly twice as many households this financial year, compared to last financial year. This is driving an increase in hotline calls and currently accounting for over 70% of the 3,500 calls to the Hotline this financial year to date.

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.

Information Technology (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 has expanded markedly and continues to receive positive feedback from users. The service continues to have a positive impact on our financial position. Initial issues with the new booking system are nearly all fixed through working closely with our service provider. However, the increased volume of work is having an impact on the Communications and Education team which is continuing to work on streamlining processes.

VOTING REQUIREMENT

Simple majority

Moved by: Cr. A Maurice

Seconded by: Cr. P Macintosh

RESPONSIBLE OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

11.3.1 The Verge Valet report be noted.

CARRIED 5/0

11.4 PROGRESS ON COUNCIL RESOLUTIONS

Responsible Officer:

Chief Executive Officer

Date:

11 December 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 11 December 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.

Moved by: Cr. A Maurice

Seconded by: Cr. B Wylynko

RESPONSIBLE OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

11.4.1 The progress on Council resolutions be noted.

CARRIED 5/0

11.5 CEO FORUM – RECORD OF MEETING

Responsible Officer:

Chief Executive Officer

Date:

20 November 2025

Attachment:

**11-5A CEO Forum – Summary Record
of Meeting November 2025**

PURPOSE

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

Moved by: Cr. R Jones

Seconded by: Cr. A Maurice

RESPONSIBLE OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

**11.5.1 The CEO Forum – Summary Record of Meeting held on 20 November 2025
be noted.**

CARRIED 5/0

12 MOTIONS FOR WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

13 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

14 MEMBERS' QUESTIONS WITHOUT NOTICE

Nil

15 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

Nil

16 MATTERS BEHIND CLOSED DOORS

Nil

17 BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING

Nil

18 GENERAL BUSINESS

Nil

19 CLOSURE OF MEETING

The meeting was closed at 6:25pm

Next meeting date : 29 January 2026

Town of Claremont (to be confirmed)