

Minutes

ORDINARY COUNCIL MEETING (OCM 02/26)

2 April 2026

Commencing at 5:30 pm

Shire of Peppermint Grove
1 Leake Street
Peppermint Grove 6011

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1. DECLARATION OF OPENING

Meeting opened at 5:32pm.

2. RECORD OF ATTENDANCE AND APOLOGIES

Councillors

Cr. P Kelly	Chair	Town of Claremont
Cr. A Maurice	Deputy Chair	Town of Mosman Park
Cr. L Young	Deputy 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 Ed	WMRC
B McInnes	Manager Operations	WMRC
J Hallt	Finance Lead	WMRC
B Jackson	Projects Lead	WMRC
E Collasius	Finance & Customer Services Officer	WMRC

Leave of Absence

Cr. B Wylynko

Visitors

E Hindle

Observers

Nil

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 29 January 2026 were circulated earlier under separate cover. A copy of the January OCM minutes is at [this link](#) with the relevant attachments at [this link](#).

Moved by: Cr. P Macintosh

Seconded by: Cr. A Maurice

RESPONSIBLE OFFICER RECOMMENDATION AND COUNCIL RESOLUTION

9.1.1 Council accepts the minutes of the previous Ordinary Council Meeting held on 29 January 2026 as a true and accurate record of proceedings.

CARRIED: 5/0

10. REPORTS OF COMMITTEES AND OFFICERS

10.1 FINANCIAL STATEMENTS

Responsible Officer: Finance Lead

Date: 25 March 2026

Attachments: 10.1A Financial Report for January 2026
10.1B Financial Report for February 2026

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).

DETAILS

The following financial attachments outline business performance and position for the year-to-date periods ended 31 January 2026 and 28 February 2026

January Year-to-date

Total Year-to-Date (YTD) to 31 January 2026, WMRC recorded comprehensive income (net income) of \$429,446 compared to a budget of \$271,315. Further details are in **Attachment 10-1A**.

Operating revenues YTD are \$7,987,025 against a budget of \$7,464,450 (7.00% over budget)

Operating expenses YTD are \$7,557,579 against a budget of \$7,193,135 (5.06% over budget)

February Year-to-date

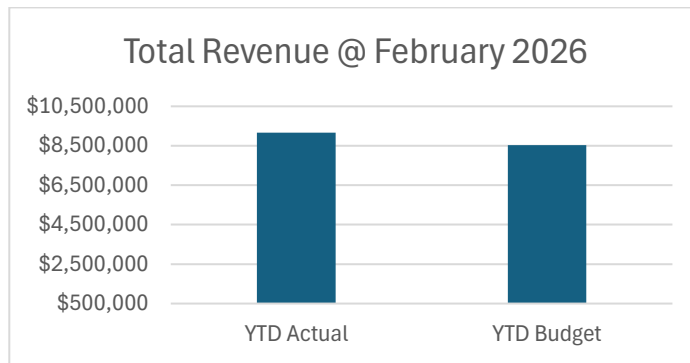
Total Year-to-Date (YTD) to 28 February 2026, WMRC recorded comprehensive income (net income) of \$427,131 compared to a budget of \$331,052. Further details are in **Attachment 10-1B**.

Operating revenues YTD are \$9,159,369 against a budget of \$8,529,100 (7.39% over budget)

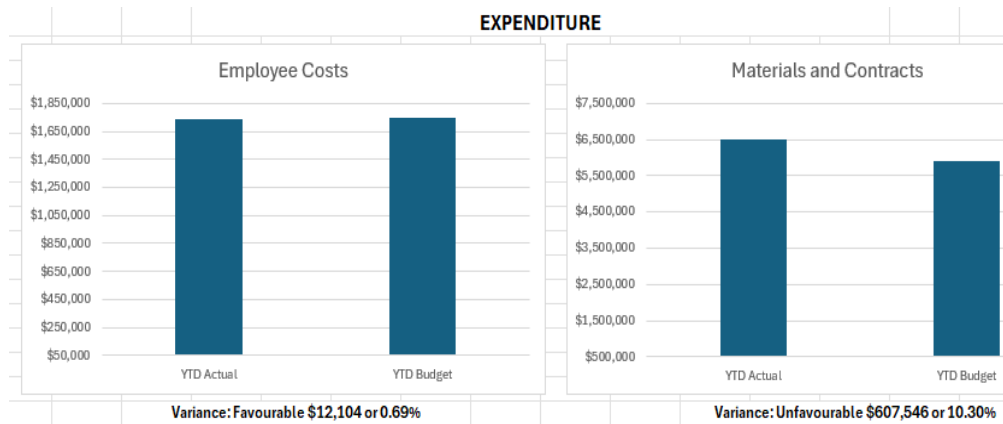
Operating expenses YTD are \$8,732,237 against a budget of \$8,198,048 (6.52% over budget)

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

Summary of Major Activity Areas



For the first eight months of the 2025–26 financial year, total revenue — including Fees & Charges, Service Delivery Charges, and other income sources — amounted to \$9,159,369, compared to a budget of \$8,529,100, resulting in a favorable variance of \$630,269. FOGO revenue was \$372,792 higher than budget, Bulk Waste was \$214,975 higher than budget and General Waste \$68,465.



On the expenditure side, employee costs are under budget by \$12,104, whilst material and contract costs are \$607,546 over budget reflecting increased volumes of FOGO, Bulk Waste and General Waste.

Depreciation and Amortisation is \$47,920 lower than budget.

Overall the net result to February 2026 (YTD), is \$96,079 favourable to budget.

RISK MANAGEMENT

Strategic Risks;

- SS11 – risk identification
- OS1 – allocation of resources

Governance;

- OG2 – risk management
- OF6 - cashflow

Financial;

- SF1 financial health
- OF1 – revenue realisation

COMMUNICATION AND CONSULTATION

The financial performance of the WMRC is discussed amongst WMRC management and at the Member Council CEO Forum 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. P Macintosh

Seconded by: Cr. R Jones

RESPONSIBLE OFFICER RECOMMENDATION AND COUNCIL RESOLUTION

10.1.1 That Council resolve to note the financial reports for January 2026 and February 2026 respectively.

CARRIED: 5/0

10.2 CREDITOR AND DEBTOR PAYMENTS

Responsible Officer: Customer Service & Finance Officer

Date: 26 March 2026

Attachment: 10.2A January 2026 Payments
10.2B January 2026 Credit Card Statements and Payments (25 December 2025 – 23 January 2026)
10.2C February 2026 Payments
10.2D February 2026 Credit Card Statements and Payments (24 January 2026 – 25 February 2026)
10.2E Debtors Outstanding as of 28 February 2026

PURPOSE

The schedule of accounts paid for January and February 2026 is attached for the endorsement of Council. The schedule of debtors as of 28 February 2026 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

Governance;

OG2 – risk management

OF6 – cashflow

Financial;

SF1 financial health

OF1 – revenue realisation

COMMUNICATION AND CONSULTATION

None..

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 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. R Jones

Seconded by: Cr. A Maurice

RESPONSIBLE OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

- 10.2.1 That Council endorse the schedule of accounts paid of \$1,889,297.25 and \$1,279,801.69 for the months of January and February 2026 respectively.**
- 10.2.2 That Council endorse the schedule of accounts paid of \$3,658.96 and \$6,617.39 Credit Card Statements for January and February 2026 respectively.**
- 10.2.3 That Council receive the schedule of debtors outstanding as of 28 February 2026.**

CARRIED: 5/0

10.3 2025-26 MID-YEAR BUDGET REVIEW

Responsible Officer:	Finance Lead
Date:	26 March 2026
Attachment:	10-3A 2025/26 Budget Review Report

PURPOSE

To review the financial performance of the organisation for the financial year to 31 January 2026 and determine whether or not to adopt the review recommending variations to budget provisions.

BACKGROUND

Section 33A of the *Local Government (Financial Management) Regulations 1996* requires all councils to carry out a review of its Budget. This must be done and considered by Council no later than 31 March in the financial year. The review in this instance is delayed due to the necessary rescheduling of the Council meeting.

1The review of the annual budget for a financial year must:

- consider the local government's financial performance in the period beginning 1 July and ending no earlier than 31 December in that financial year;
- consider the local government's financial position as at the date of the review; and
- review the forecast outcomes for the end of that financial year.

Once considered by the Council, the Budget Review is required to be lodged with the Department of Local Government within 14 days of Council's determination.

DETAIL AND OPTIONS ANALYSIS

Attachment 10-3A sets out the adopted budget, year-to-date actuals and recommended budget variances. The review statements are prepared using an industry standard template which satisfies statutory requirements. The amendments reflect:

- additional revenues for waste services
This is due to higher transaction numbers and tonnages received at the Recycling Centre.
- additional operating costs related to waste services
An increase in budgeted operating expenses to cover increased haulage and processing costs associated with greater incoming tonnages at the Recycling Centre
- adjustment of the opening surplus after the finalization of the 2024-25 Annual Financial Statements
- Re-alignment of budgets to reflect year-to-date expenditure

The mid-year budget review results in an increase in net profit compared to the 2025-26 Budget from a surplus of \$502,447 to a surplus of \$600,298. The contribution to reserves is forecast to be \$987,997 (as budgeted), which would give an estimated total reserves balance as at 30-6-26 of \$1,649,263.

The increases in waste throughput experienced year to date have been consistent and stable. The mid-year Budget Review has been prepared assuming that the current level of waste throughput,

along with associated revenue and expenditure will be maintained for the remainder of this financial year.

An assessment of forecast cash balances at the end of the financial year has been considered and included in the Budget Review.

Fees and charges have not been reviewed as part of the mid-year budget review process. A separate report at **Item 10.8** addresses this in relation to fuel cost movements.

RISK MANAGEMENT

Strategic Risks;

- SS11 – risk identification
- OS1 – allocation of resources

Governance;

- OG2 – risk management
- OF6 - cashflow

Financial;

- SF1 financial health
- OF1 – revenue realisation

COMMUNICATION AND CONSULTATION

The Review has been considered by WMRC Management and input is reflected in the attached Budget Review.

REPORT IMPLICATIONS

Legislation and Policy Alignment

Section 33A of the *Local Government (Financial Management) Regulations 1996* as described in the Background

Local Government (Financial Management) Regulation 5(2)(a) requires the CEO is to ensure that the resources of the WMRC are effectively and efficiently managed

Local Government (Financial Management) Regulation 5(2)(b) requires the CEO to assist Council to undertake reviews of fees and charges regularly (and not less than once in every financial year).

Local Government Chief Executive Officer and Elected Members Determination No 1 of 2022 (Salaries and Allowances Tribunal)

Business and Strategic Alignment

Strategic action 1 in the Strategic Community Plan is to achieve a comprehensive, cost-effective waste management service across the region.

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

Financial and Resource Implications

The 2025-26 Budget Review provides that adequate financial resources are available for the operation of WMRC for the remainder of the financial year and into the 2026-27 financial year.

COMMENTS

The 2025-26 Budget Review recommends budget amendments to reflect the scope and extent of the WMRC's current operational activity.

The net impact of the adjustments to revenue and expenses results in the net contribution to Reserve funds being slightly higher than initial budget expectation. The financial performance for the year demonstrates improvement and provides increased capacity to invest in future capital works. The budget variations are recommended accordingly.

VOTING REQUIREMENT

Absolute majority

Moved by: Cr. L Young

Seconded by: Cr. P Macintosh

RESPONSIBLE OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

10.3.1 That Council notes the 2025/26 Mid-Year Budget Review as per Attachment 10.3A.

10.3.2 That Council adopts the 2025-26 Mid-Year Budget Review variances as detailed in Attachment 10.3A.

CARRIED: 5/0

10.4 PROPOSED COUNCIL PLAN 2026 & CORPORATE PLAN 2026

Responsible Officer: Chief Executive Officer
Date: 26 March 2026
Attachments: 10.4A – Proposed Council Plan 2026
 10.4B – Draft Corporate Plan 2026

PURPOSE

For Council to consider supporting the proposed *Council Plan 2026* for the purposes of public advertising, accompanied by the draft *Corporate Plan 2026*.

BACKGROUND

Review Methodology

In December 2025, Council resolved to commence a review of the Strategic Community Plan. In making this decision, Council considered a range of factors indicating that a reassessment of the organisation’s strategic direction was timely and appropriate, noting that the Plan was last reviewed in 2023.

The following review program was supported:

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
Consider 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

Consistent with this program, a *Strategic Community Plan Discussion Paper* was circulated in January 2026 to the Member Council CEO Group and the WMRC Council for consideration. An informal meeting of Councillors was subsequently held on 29 January, at which feedback was provided to the administration on key elements and priorities for the future Plan.

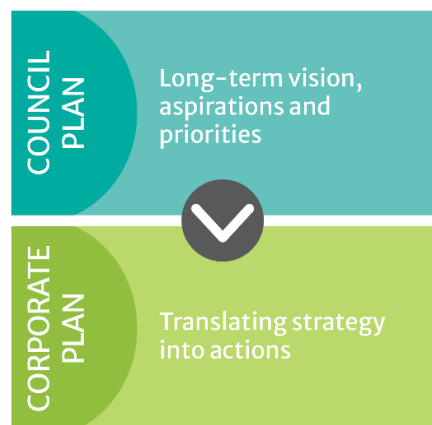
It is noted that as part of the State Government’s broader local government reform agenda, it is proposed that the terminology shift from “Strategic Community Plan” to “Council Plan”. Amendments

to the *Local Government (Administration) Regulations 1996* intend to introduce a simplified, streamlined plan that articulates high-level objectives over an eight-year horizon.

While the amended regulations and supporting guidelines for Council Plans are yet to be proclaimed, this Strategic Community Plan review has been undertaken having regard to the anticipated reforms to support a smooth transition to the new framework.

Planning Framework

The Council Plan establishes the organisation's long-term strategic direction and intended outcomes. To realise these outcomes, its priorities must be supported by clearly defined actions. These actions are articulated in the Corporate Plan, which translates the Council Plan's high-level objectives into specific initiatives, timeframes and accountabilities. The relationship between the two plans is illustrated below.



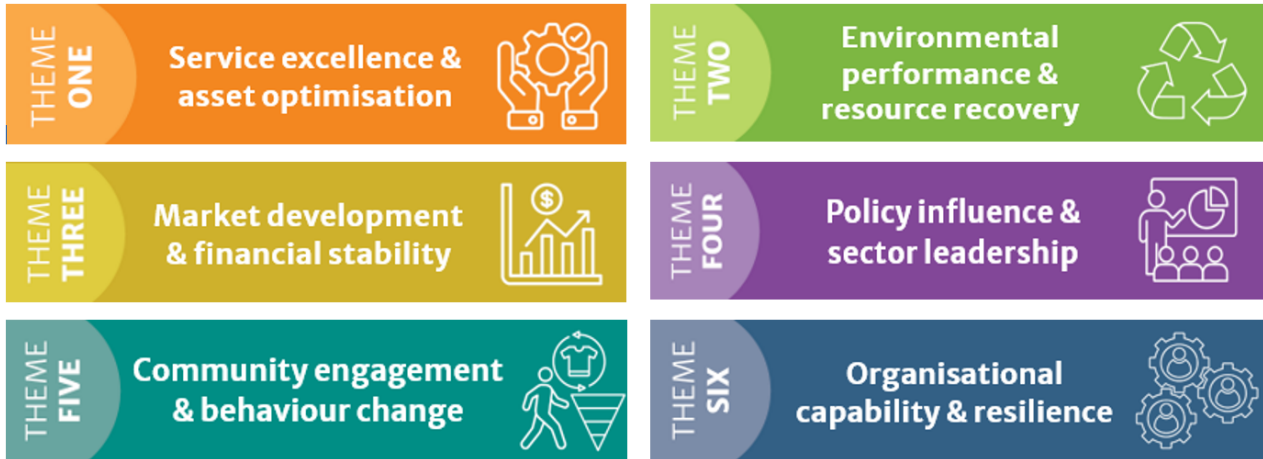
The Corporate Plan therefore serves as the operational roadmap for delivering the strategic outcomes adopted by Council. It guides the allocation of resources, including staffing as set out in the Workforce plan 2026 as well as specific activities across the organisation.

DETAILS

Council Plan 2026

The review has resulted in a modified plan (**Attachment 10.4A**), titled **Council Plan 2026**, which sets the overarching direction for WMRC over the medium to long term. It outlines a refined vision, strategic objectives and priorities to guide decision-making, resource allocation and service delivery.

The Plan is structured around interrelated strategic themes focused on delivering safe, reliable and high-quality services for Member Councils, optimising asset performance, improving environmental outcomes, and strengthening financial sustainability. It also emphasises sector leadership, collaboration, community engagement and organisational capability, providing a clear and cohesive foundation to guide investment, advocacy and long-term resilience.



For each of the six strategic themes, clear statements of intent, desired outcomes and strategic directions are provided. These establish the foundation for the actions and associated program of activities detailed in the Corporate Plan.

Corporate Plan 2026

This Plan picks up the six strategic themes established in the Council Plan 2026 and defines 29 action areas and 74 specific actions. These actions are prioritised and programmed across four years, covering initiatives such as improving data use, enhancing resource recovery, advocating for regulatory reform, strengthening community behaviour-change programs and building organisational resilience.

The document also references the WMRC’s governance, risk management framework and organisational structure, noting that the Corporate Plan will be “monitored and regularly reported to Council” and is subject to annual review.

Although the Corporate Plan does not need to be advertised for public comment, it is recommended that it be released alongside the advertising of the Council Plan. Presenting the two documents together helps readers understand not only the strategic direction but also the practical means by which the Council Plan will be implemented.

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 –environmental outcomes
- SS7 – competitiveness
- SS8 – emerging technologies
- SS9 – strategy misalignment
- SS10 – volume reduction
- OS1 – resource allocation
- OS2 – operational inefficiencies
- OS4 – operational scale
- OS5 – organisational capability

Commercial and Legal;

- SC2 – value for money
- SC3 – economies of scale
- Financial;
- SF1 – financial health
- OF1 – revenue
- Reputational;
- SR1 – decision-making
- SR2 – executive leadership
- SR6 – cost escalation
- OF8 – public criticism

Governance;

SG1 – priorities and programs

SG5 – governance duty

OG5 – efficiency and quality

COMMUNICATION AND CONSULTATION

Regulation 19C(9) of the *Local Government (Administration) Regulations 1996* requires electors and ratepayers to be consulted during the development or modifications to the strategic plan. To this end, it is proposed to advertise the Council Plan 2026 for a period of 21-days by placing notice on the website and broadcasting through social media channels used by the WMRC. The Corporate Plan is not required to be advertised.

REPORT IMPLICATIONS

Legislation and Policy Alignment

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

Business and Strategic Alignment

The 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 has been undertaken through internal resources.

COMMENTS

The proposed Council Plan 2026 is a key strategic document that sets the overarching directions for service delivery across the organisation. It provides the foundation for operational planning, with the accompanying Corporate Plan 2026 detailing how these strategic priorities will be implemented.

Officers consider the Plan to strike an appropriate balance between optimising environmental outcomes, achieving economic efficiency and delivering community-focused services.

It is recommended that the Council Plan be endorsed for the purpose of advertising for public comment. While the Council Plan is available for public comment, the proposed Corporate Plan will also be available. Following the consultation period, a further report will be presented to Council to enable consideration of any submissions and the potential adoption of the final Council Plan 2026 along with the Corporate Plan 2026.

VOTING REQUIREMENT

Simple majority.

Moved by: Cr. R Jones

Seconded by: Cr. L Young

RESPONSIBLE OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

10.4.1 That Council supports the proposed Council Plan 2026 as included at Attachment 10.4A for the purposes of public advertising as provided by the *Local Government (Administration) Regulations 1996*.

CARRIED: 5/0

10.5 PROPOSED WMRC WORKFORCE PLAN 2026/2027

Responsible Officer: Chief Executive Officer

Date: 26 March 2026

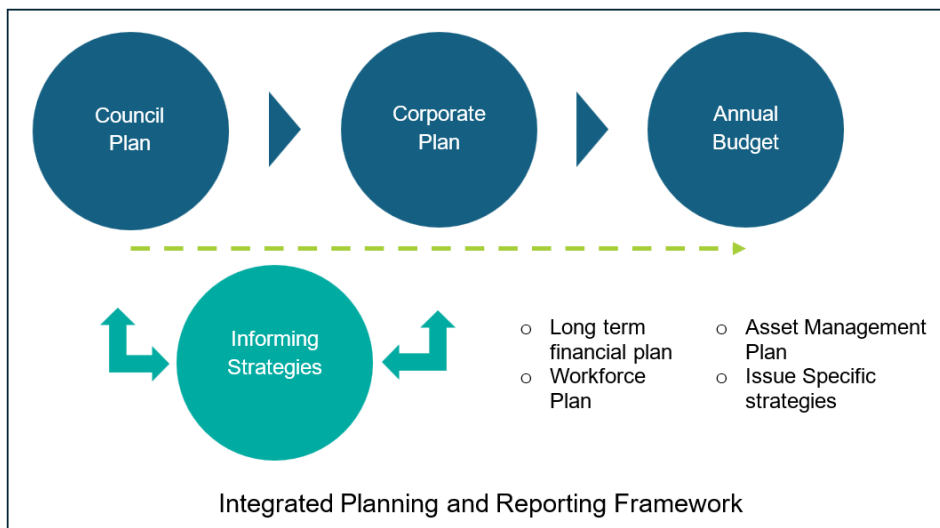
Attachments: 10.5A WMRC Workforce Plan 2026/2027

PURPOSE

To consider adoption of a Workforce Plan for the coming financial year.

BACKGROUND

The Local Government Act and associated regulations provide for local government to be governed through an integrated planning and reporting framework as illustrated below.



The Workforce Plan is an informing strategy in the context of this framework. The Plan is to ensure the directions and actions of the Council and Corporate Plans respectively can be implemented. It also guides the provisions of the Annual Budget.

Workforce Plans have been prepared periodically, with the preceding being 2012, 2014, 2023 and 2025 respectively.

DETAILS

The proposed Workforce Plan for 2026/27 is included at **Attachment 10.5A**.

The Plan reflects the outcomes of an in-depth organisational and service review. The review identified the need to strengthen capability in key areas while also responding to increased operational demand. Transactional volumes at the Recycling Centre have grown, Verge Valet services have expanded significantly, and the organisation's strategic agenda is evolving to address service excellence, environmental performance, market development and organisational resilience.

In response, a revised organisational structure is proposed that introduces a Chief Operating Officer to provide stronger operational leadership and scalability. The structure removes traditional manager

layers to create a flatter, more agile organisation with improved collaboration, clearer role ownership and strengthened executive continuity. Targeted role changes and additions increase total staffing from 21.4 to 23 full-time equivalent positions, along with restructuring to provide enhanced operational supervision, financial and customer service support, dedicated leadership for Verge Valet services, and focused communications and education capability.

There remains a heavy reliance on contracted services to meet obligations. While this will continue, contracts remain under review to identify opportunity for in-house service provision where economies can be achieved. An example of this is the introduction of self-haul for general waste which enabled a reduction on cost per tonne for member Councils.

RISK MANAGEMENT

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

Strategic;	HR Management;
OS1 – allocation of resources	SHR1 – attraction and retention of staff
OS5 – organisational structure, capacities and capabilities	SHR5 – capacity and capability
	OHR8 – skills and abilities
Governance;	Operational;
OG6 – service efficiency and quality	SO1 – staff resource availability
Reputational;	
SR6 – perception of cost escalation	
OR1 – poor quality service	

COMMUNICATION AND CONSULTATION

None.

REPORT IMPLICATIONS

Legislation and Policy Alignment

Local Government (Administration) Regulations 1996, r19DA(3)(c)

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 Workforce Plan is an informing strategy to the Annual Budget for 2026/27 and prescribes the workforce resourcing arrangements for the organisation to deliver Council Plan and Corporate Plan outcomes.

The various changes set out in the Plan involve an increase in total Full Time Equivalent (FTE) and increase in seniority of appointments. The combined financial impact is an increase in the base wages from approximately \$2.54M to \$2.65M (\$117,000) or 5%. This excludes wage price index which will be recommended in budget provisions to maintain parity of salary positioning in the market.

COMMENTS

The Workforce Plan provides a clear and strategic framework for resourcing that supports the organisations objectives, builds capability, and ensures readiness for growth, changing service

needs, and new opportunities across the waste and resource recovery sector. The proposed 1.6 FTE increase is measured, justified by activity growth, and enabled through targeted restructuring and reallocation of resources. Adoption of the Plan is therefore recommended.

VOTING REQUIREMENT

Simple majority

Moved by: Cr. R Jones

Seconded by: Cr. A Maurice

RESPONSIBLE OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

10.5.1 That Council adopt the WMRC Workforce Plan 2026/2027 as included at Attachment 10.5A.

CARRIED: 5/0

10.6 BUDGET 2026/27 PARAMETERS

Responsible Officer: Chief Executive Officer

Date: 26 March 2025

Attachments: **CONFIDENTIAL ATTACHMENT 10.6A Budget 2026/27 Parameters Paper**

PURPOSE

To consider endorsing parameters that will guide the preparation of the budget for year 2026/27.

BACKGROUND

On 29 January 2025, Council resolved to endorse the Budget Process Timetable for the preparation of the 2026/27 budget as below:

2026/27 Budget Process Timeline

JANUARY	MARCH	MAY		JUNE	JULY
↓	↓	↓	↓	↓	↓
<p>29 January Council meeting</p> <p>Endorse process and timetable</p>	<p>26 March Council meeting</p> <p>F25-26 Mid-year budget review</p> <p>Endorsement of FY26-27 Budget Parameters</p>	<p>7 May Councillor Workshop</p> <p>Discuss draft revenue forecasts, operational and capital budgets, fees and charges, reserve allocations</p>	<p>28 May Council meeting</p> <p>Consider draft Operational and Capital budgets, fees and charges</p>	<p>11 June Special Council meeting</p> <p>Adoption of statutory budget</p>	<p>Submit the statutory budget to Department of Local Government, Industry Regulation and Safety (LGIRS)</p>

The Budget 2026/27 Parameters Paper is scheduled for consideration at this meeting and is included as a confidential attachment due to inclusion of references to contractual arrangements and terms that are commercially sensitive.

DETAILS

The attached paper sets out recommended parameters, outlining how the organisation will manage its structural, financial and operational arrangements for the year ahead. It details expenditure settings—including staffing, contracted waste-management services, insurance, sitting fees and capital works—alongside the approach to reserve provisioning and revenue generation through the Service Delivery Charge, fees, grants and other income. The document references the proposed Council and Corporate Plans respectively, emphasising financial sustainability, market development and long-term asset planning.

RISK MANAGEMENT

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

Strategic Risks;

- SS1 – long term planning
- OS1 – allocation of resources
- OS5 – organisational capacity

Governance;

- SG1 – programs and priorities
- SG5 – elected member governance

Financial;

- SF2 – cross subsidising

Workplace Health and Safety Risks;

- WHSS1 – safe workplace

HR Management;

- SHR1 – remuneration
- SHR2 – staff retention

Reputational Risks;

- SR1 – decision making

COMMUNICATION AND CONSULTATION

None.

REPORT IMPLICATIONS

Legislation and Policy Alignment

The adoption of the annual budget is governed by Section 6.2 of the *Local Government Act 1995*. Each local government must prepare and adopt an annual budget for its municipal fund by 31 August each year.

Local Government (Financial) Regulations 1996 regulation 5(1) requires the CEO to establish efficient systems and procedures to assist the preparation of budgets.

Business and Strategic Alignment

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

Financial and Resource Implications

Budget terms are central to financial health of the organisation.

COMMENTS

The paper provides a framework that can guide the preparation of the detailed annual budget, ensuring sound financial management practices are applied. Endorsement of the parameters is recommended accordingly.

VOTING REQUIREMENT

Simple majority

Moved by: Cr. A Maurice

Seconded by: Cr. P Macintosh

RESPONSIBLE OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

10.6.1 That Council endorse the parameters contained within the Budget 2026/27 Parameters Paper as contained at confidential Attachment 10.6A.

CARRIED: 5/0

10.7 AUDIT RISK AND IMPROVEMENT COMMITTEE

Responsible Officer: Chief Executive Officer

Date: 2 April 2026

Attachments: 10.7A – Proposed Amended Terms of Reference – Audit, Risk and Improvement Committee
CONFIDENTIAL 10.7B – Independent Committee Member Assessment and Recommendation

PURPOSE

For Council to consider amended Terms of Reference for the Audit, Risk and Improvement Committee, remuneration levels and independent membership.

BACKGROUND

Terms of Reference

On 22 May 2025, Council resolved to adopt Terms of Reference (ToR) for an Audit, Risk and Improvement Committee (ARIC). In doing so, Council had regard for impending amendments to the *Local Government Act 1995* and associated regulations. In particular, the ToR provided for renaming of the former Audit and Risk Management Committee, along with the need for the appointment of independent members.

At the time, the ToR were drafted in anticipation of the relevant section of the Amendment Act being proclaimed and the accompanying regulations being prepared. Since then, a revised regulation 16 came into effect on 1 January 2026.

While the Act and Audit Regulations contain a six-month transitional period for local governments to implement the new ARIC requirements, Schedule 9.3 Division 7 clause 69(3)(c) of the Act requires any ARIC in operation after 1 January 2026 to carry out the functions prescribed under the new regulation 16.

Remuneration

In December 2025, the State Administrative Tribunal issued a determination variation (Local Government Variation No 1 of 2025) to increase the independent member meeting fees range from between \$0 and \$450 to between \$105 to \$1,215. This constitutes a 170% increase to the maximum allowable meeting attendance fee for independent committee members.

The SAT variation states that the revised remuneration range will enable local governments to appropriately compensate independent ARIC members relative to the skills and experience they bring to the role.

In the context of budget 2025/26 assembly, an allocation of \$450 per independent member meeting attendance had been anticipated and provided.

Membership

Under the terms of the *Local Government Act 1995*, s5.12(1) provides that a committee member must be appointed to be the presiding member. Section 7.1A(3) provides that the presiding member of the ARIC cannot be a Council member. Section 7.1B(1) of the Act stipulates a deputy presiding member must be appointed to the ARIC, and the deputy presiding member cannot be a Council member (s7.1A(4)).

The Terms of Reference set out membership in-line with statutory requirements.

DETAILS

Terms of Reference

While the essential purpose of the ARIC has not changed through the new regulations, it is appropriate for the ToR to closely reflect the purposes prescribed by legislation.

Attachment 10.7A includes a copy of the ToR as adopted by Council on 22 May 2025, with proposed changes visible in mark-up view. The changes relate to the functions which paraphrase regulation 16 and recognise the proclamation of s87 of the Amendment Act.

Remuneration

In determining the level of remuneration, it is necessary for Council to determine a fee that represents value for money.

It is noted that the City of Subiaco has reported on research it undertook to identify rates paid by other local governments. Officers benchmarked against Band 1 and 2 metropolitan local governments who had recently recruited for independent members. It was found that 5 out of 8 pay \$450 per meeting, two pay \$432, and one pays \$400. The City of Subiaco then applied attendance fees of \$450 per meeting for both presiding and deputy presiding members, consistent with their previous decision before the Tribunal amended the range.

A meeting attendance fee of \$450 for the WMRC Committee attendance is comparable to larger local governments and commensurate with required expertise.

Membership

An assessment of potential candidates for independent membership to the ARIC is included at confidential **Attachment 10.7B**.

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;

SS11 – risk identification

Governance;

SG5 – governance duty

OG5 – compliance with standards

Financial;

SF1 – financial health

OF5 – fraud and corruption

COMMUNICATION AND CONSULTATION

Public consultation was not required in the preparation of this report.

REPORT IMPLICATIONS

Legislation and Policy Alignment

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

Business and Strategic Alignment

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

Financial and Resource Implications

Meeting attendance fees are incorporated within budget allocations.

COMMENTS

The revised Terms of Reference ensure the Committee is closely aligned to its statutory responsibilities and the modified arrangement as set out in the Attachment is recommended. A meeting attendance fee of \$450 per independent member per meeting is competitive against larger local governments and commensurate with the requirements of the role. This allocation is consistent with budget provision and is recommended.

An assessment of prospective candidates for independent membership of the ARIC is provided in the confidential attachment to this report, including recommendations for appointment.

VOTING REQUIREMENT

Simple majority – 10.7.1 and 10.7.2.

Absolute majority – 10.7.3

Moved by: Cr. P Macintosh

Seconded by: Cr. A Maurice

RESPONSIBLE OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

- 10.7.1 That Council resolve, pursuant to section 5.8 and as required by section 7.1A(1) of the *Local Government Act 1995*, to adopt the amended Terms of Reference for the Audit, Risk and Improvement Committee as contained at Attachment 10.7A.**
- 10.7.2 That Council resolve, pursuant to section 5.100(2) of the *Local Government Act 1995*, to determine that the remuneration payable to the independent presiding member and the independent deputy presiding member be \$450 each per meeting attended.**
- 10.7.3 That Council resolve, pursuant to section 5.12 (1) and (2) of the *Local Government Act 1995*, to appoint an independent presiding member and independent deputy presiding member as recommended in confidential Attachment 10.7B.**

CARRIED: 5/0

10.8 FUEL PRICE INCREASES

Responsible Officer: Chief Executive Officer

Date: 2 April 2026

Attachments: Nil

PURPOSE

For Council to review the Schedule of Fees and Charges with a view to ensuring recovery of increased diesel fuel costs.

BACKGROUND

Haulage is a fundamental component of WMRC's operations and is heavily reliant on diesel fuel. Fuel costs are a significant driver of service delivery expenses, and sustained increases in diesel prices materially impact the cost of providing services.

Diesel prices are inherently volatile, influenced by global oil markets, exchange rate movements, and geopolitical factors. Current supply disruptions in the Middle East have intensified this volatility, increasing the financial risk associated with fuel-dependent operations.

Contract arrangements with Haulage providers have in place annual rate increases linked to CPI. This has usually been able to manage the rise and fall of fuel prices (along with other costs associated with the contracts) over a 12 month period to the satisfaction of WMRC and the Contractor(s). Current circumstances make this premise unsatisfactory for all parties.

Financial Structure

The financial arrangements of the WMRC provide for services to be provided to member Councils at cost, with margins applied for customers.

Fees charged by the WMRC are set according to the schedule of Fees and Charges, or other contracted terms. Where customers are paying according to the prescribed fixed rate of the schedule, there is no opportunity to respond to rapid changes in fuel costs such as recently experienced. This exposes the organisation and its member Councils to the risk of under-recovery to maintain satisfactory net revenue. Accordingly, it is necessary to review and amend the pricing structure to enable timely, transparent, and equitable adjustments in response to prevailing market conditions.

Cost Exposure

Since the beginning of the year, diesel prices have increased by approximately \$1 per litre (around 60%) at the time of writing, significantly increasing operating costs. While future prices remain uncertain, current market conditions indicate ongoing volatility.

The WMRC is exposed to fuel price movements through the following direct and contract services:

- Direct cost – self-haul of municipal solid waste
- Cost pass-through by the major contracted service providers, namely:
 - West Tip Waste Management
 - D&M Waste Management

- Perth Bin Hire
- Hinds
- Western Tree Recyclers
- Perth Mattress and Furniture Recycling

A number of contractors have sought increased rates to be applied immediately.

We have as yet not received requests for price relief from Contractors who provide services that are not directly related to haulage for WMRC however it is not unreasonable to anticipate that these requests may eventuate.

Terminal Gate Price

The Terminal Gate Price (TGP) is the wholesale price of fuel at the point it is released from a fuel terminal for distribution. In Australia, TGP is published by fuel suppliers and reflects the underlying cost of refined fuel, including international oil prices, refining and import costs, exchange rate movements, and terminal operating margins. The TGP does not include downstream costs such as transport from the terminal, retail margins, or on-site storage and handling. As a transparent and independently published benchmark, the TGP is widely used across industry and government contracts as a reference point for monitoring wholesale fuel price movements and adjusting fuel-related costs

DETAILS

It is essential for the WMRC to fully recover the costs of its operations passed onto Member Councils, and to achieve satisfactory returns for commercial customers and Non Member Councils through charges that are applied. To achieve this in present circumstances, it is necessary to enable the charges for services provided to be adjusted in line with fuel cost movements.

The Terminal Gate Price is an appropriate index to recognise fuel price movements. A suitable formula that can be applied to assessment of both invoices payable and receivable can be expressed as follows:

$$\text{Charge Adjustment (\%)} = \frac{((\text{Current TGP} - \text{Base TGP}) \div \text{Base TGP}) \times \text{Fuel Cost Proportion} \times 100$$

Where:

- | | |
|-------------------------------------|---|
| Charge Adjustment <i>means</i> : | the percentage to be applied to the contract charge rate or schedule of fees and charges rate |
| Current TGP <i>means</i> : | the average Perth Terminal Gate Price (TGP) for diesel for the week immediately preceding the review or invoice date, calculated by averaging the daily prices during the 7 day period as published on the Australian Institute of Petroleum website www.aip.com.au |
| Base TGP <i>means</i> : | the average Perth Terminal Gate Price (TGP) for diesel, calculated by averaging the daily prices during the month of February 2026 as published on the Australian Institute of Petroleum website www.aip.com.au |
| Fuel Cost Proportion <i>means</i> : | the proportion of the service rate attributable to the fuel component. |

For the purposes of invoicing member Councils and others, application of the above formulae is recommended. Council approval is sought for the adoption of the pricing methodology. Subsequent adjustments arising from the application of the approved formula will be applied administratively.

In respect to invoices payable to suppliers, it is intended to negotiate with providers in line with the principles set out within the formula above.

To ensure clarity, the intent of this report is to recover the unforeseen and financially unsustainable increases in contractor and WMRC costs related only to the current fuel price movements, It is not intended to apply the derived outcome of the formula above as a blanket % increase in fees and charges. The Administration will work closely with Contractors to ascertain the component of their haulage rates charged to WMRC that are directly fuel related and use this information to derive a fair and reasonable approach to increases in fees and charges.

If the current drivers for fuel price increases return to 'business as usual', the proposed arrangement will allow rates to be lowered to retain a fair and level approach to customer pricing.

RISK MANAGEMENT

The matter addressed in this report relates to the following areas of the Corporate Risk Register:

Strategic;

SS7 – Competitiveness

Commercial and Legal;

SC1 – economic conditions

SC3 – Competition

Financial;

SR2 – cost recovery

OF1 – Revenue

Reputational;

SR2 – poor leadership

SR6 – Excessive cost

COMMUNICATION AND CONSULTATION

A number of contractors have advised they wish to increase rates immediately.

Any amendments to the fees and charges will necessitate consistent and clear messaging of the unavoidable impacts of actions largely outside the hands of WMRC.

REPORT IMPLICATIONS

Legislation and Policy Alignment

Local Government Act 1995, section 6.16 enables a local government to impose a fee or charge for any service it provides. Further, the rates may be imposed when adopting the annual budget or any time during a financial year. *Local Government (Administration) Regulations 1996* prescribe notice requirements. For present purposes, the notice requirement is at least 7-days. Neither the Act or Regulation prevent fees being determined according to a formula or index.

Business and Strategic Alignment

Strategic objective 2 is to increase the number of Councils, businesses and people using our services.

Financial and Resource Implications

The review reduces the risk of under-recovery of expenses.

COMMENTS

The proposed addition to the Fees and Charges Schedule 2025-26 will allow unit costs to be indexed according to fuel cost movement, thereby reducing the risk of under-recovery of costs to the WMRC. The reference to the Terminal Gate Price establishes a basis for price movement and provides a level of transparency to the calculation for both rise-and-fall adjustments.

The recommendation is structured to ensure notice of intent is made known, and the effective date communicated.

Separately, an evaluation will be undertaken of other service supply arrangements that are outside the schedule of Fees and Charges with a view to passing on price increases. Similarly, arrangements with suppliers will be managed to ensure fair recompense for costs beyond the control of contracted service providers.

VOTING REQUIREMENT

Absolute majority.

Moved by: Cr. P Macintosh

Seconded by: Cr. A Maurice

RESPONSIBLE OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

10.8.1 That Council resolve, pursuant to section 6.19(a) of the *Local Government Act 1995* to give local public notice of intention to amend the Fees and Charges 2025-26 Schedule to add the following:

Note: *Fees and charges that include an identifiable fuel cost component are subject to adjustment under this schedule. The haulage cost component may increase or decrease in line with movements in the average Perth Terminal Gate Price (Diesel), with adjustments applied proportionally to the fuel component of the applicable rate.*

10.8.2 That Council resolve, pursuant to section 6.19(b) of the *Local Government Act 1995* that the rise-and-fall adjustments referred to in 10.8.1 be effective from 10 April 2026.

CARRIED: 5/0

11. INFORMATION BULLETINS

11.1 SAFETY AND OPERATIONS REPORT

Responsible Officer: Manager Operations
Date: March 2026 (Updated 02 April 2026)
Attachment: Nil

PURPOSE

To provide Council with an integrated overview of WMRC's safety performance, risk management, and operational activities for January to March 2026, including key initiatives, compliance outcomes, and service delivery across the West Metro Recycling Centre.

BACKGROUND

The West Metro Recycling Centre continues to maintain a strong focus on safety, compliance, and operational performance. Ongoing initiatives reflect a structured and proactive approach to risk management, workforce capability, and continuous improvement across site operations.

DETAIL

Safety Actions Undertaken and Planned Improvements

Safety:

- **Toolbox & Safety Briefings:** Fortnightly toolbox talks continue to be delivered, reinforcing hazard awareness, operational updates, and safe work practices across the site.
- **Site Safety Committee:** Monthly Safety Committee meetings continue in a structured format, supporting review of incidents, emerging risks, and implementation of practical safety improvements. Actions are monitored and progressed to ensure accountability and continuous improvement.
- **Audits, Inspections & PPE Compliance:** A proactive compliance framework remains in place, with regular inspections and audits undertaken to identify hazards, validate controls, and ensure adherence to safety standards. PPE compliance continues to be monitored and reinforced.
- **Inductions & Training:** Ongoing enhancements to induction and training programs are being progressed, including development of an electronic induction module and delivery of refresher training. Additional training in Mandalay system use and financial processes has been implemented to improve administrative accuracy and oversight.
- **Customer & Contractor Safety:** Safety of customers and contractors remains a priority, with continued reinforcement of site supervision, traffic controls, and safe operating expectations across all areas of the facility.

Wellbeing:

Workforce wellbeing initiatives continue following LGIS sessions, supporting resilience, early intervention, and a positive safety culture across operations.

Recorded Incidents

1. **19/02/2026 – Loader Incident (No Injury):** Log dislodged during FOGO loading struck loader cab window, causing damage. No injuries reported.
2. **19/02/2026 – Vehicle Incident (No Injury):** Minor reversing collision involving WMRC fleet vehicle under low light conditions.
3. **24/02/2026 – Security Incident:** DiCOM containers broken into overnight; no items reported missing. DiCOM advised.
4. **25/02/2026 – Trailer Near Miss:** Trailer contacted overhanging tree branches; no damage or injury.

All incidents were recorded, investigated, and reviewed to identify corrective actions and operational learnings.

Operational Highlights

- **Housekeeping & Site Standards:**
A full housekeeping reset has been completed, with improved litter management and tipping floor practices. Some variability in standards has occurred due to staffing and weather impacts; additional supervision measures are in place to ensure consistency.
- **Traffic & Hazard Management:**
Traffic management remains a key risk area, particularly within customer drop-off zones. Interim controls, including improved signage, barriers, and traffic direction, are in place. Contractor collections continue to be scheduled outside peak periods. A long-term traffic management solution is being developed with an external consultant.
- **Increased Waste Volumes – Subiaco Verge Collection:**
Late February and early March saw increased waste volumes due to verge collection activities, requiring additional plant utilisation, bin handling, and off-site transfers to maintain throughput.
- **Green Waste Tipping Area:**
High utilisation has resulted in surface deterioration. Remediation options are being investigated to stabilise the area ahead of winter and mitigate operational and safety risks.
- **Plant, Equipment & PPE:**
Maintenance activity has increased due to higher throughput and reliance on a single compactor. Preventative maintenance, critical spares management, and contingency planning remain in place. Long-term options, including an additional compactor, are under consideration.
- **Security:**
Deployment of the Site Sentry monitoring system has significantly improved site security, reducing break-ins and enabling rapid response. This has enhanced asset protection and reduced operational disruption.



Picture - Site Sentry monitoring system

Waste Volumes – Operational Overview (1 January – 11 March 2026)

- Total throughput: **~19,300 tonnes**
- Average weekday volumes: **260–360 tonnes**
- Peak days exceeding **380–400 tonnes** recorded on multiple occasions
- Weekend volumes: **20–100 tonnes**, consistent with typical patterns

A notable increase in late February and early March aligned with verge collection activities, placing additional demand on plant, labour, and logistics.

Operational Response:

- Increased bin handling cycles
- Additional off-site waste transfers
- Higher utilisation of mobile plant

Year-on-Year Waste Comparison:

Overall site tonnage has increased by 13.1% compared with the same period last year, reflecting stronger activity across the majority of waste streams and continued demand for WMRC services.

Significant growth is evident in FOGO (+39.1%), highlighting a continued and accelerated shift toward organics diversion and increased utilisation across member council catchments.

Green Waste (including GO/VV products) has also recorded a notable increase of +26.8%, reversing the prior period decline and indicating stronger seasonal inflows and/or improved participation in green waste recovery streams.

Bulk Waste (including Verge Collection / Verge Valet) has increased by +12.5%, demonstrating sustained demand for bulk disposal services and ongoing engagement in Verge Valet programs.

Residual waste has shown a moderate increase of +7.7%, consistent with overall site growth, while Cardboard (+14.3%) has also increased, reflecting improved source separation and recovery activity.

In contrast, Construction and Demolition (C&D) waste has decreased by -20.0%, reflecting a softening in this segment relative to the prior year.

Further analysis indicates that the reduction is primarily driven by changes in activity across several higher volume commercial contributors, rather than a broad based decline across all users. A number of previously active customers have either reduced or ceased activity during the reporting period, resulting in a noticeable impact on overall tonnages.

While there has been some uplift in smaller scale and casual users, this has not been sufficient to offset the reduction in volumes from these larger contributors. This pattern is consistent with project based variability within the construction sector, where waste volumes fluctuate depending on project timing, completion of works, and contractor work programs.

In addition, the C&D market remains highly competitive, and it is likely that some material has been diverted to alternative facilities based on pricing, proximity, or service offering considerations.

Importantly, member council contributions remain relatively stable, indicating that the decline is primarily concentrated within the commercial segment, rather than reflecting reduced utilisation of WMRC services overall.

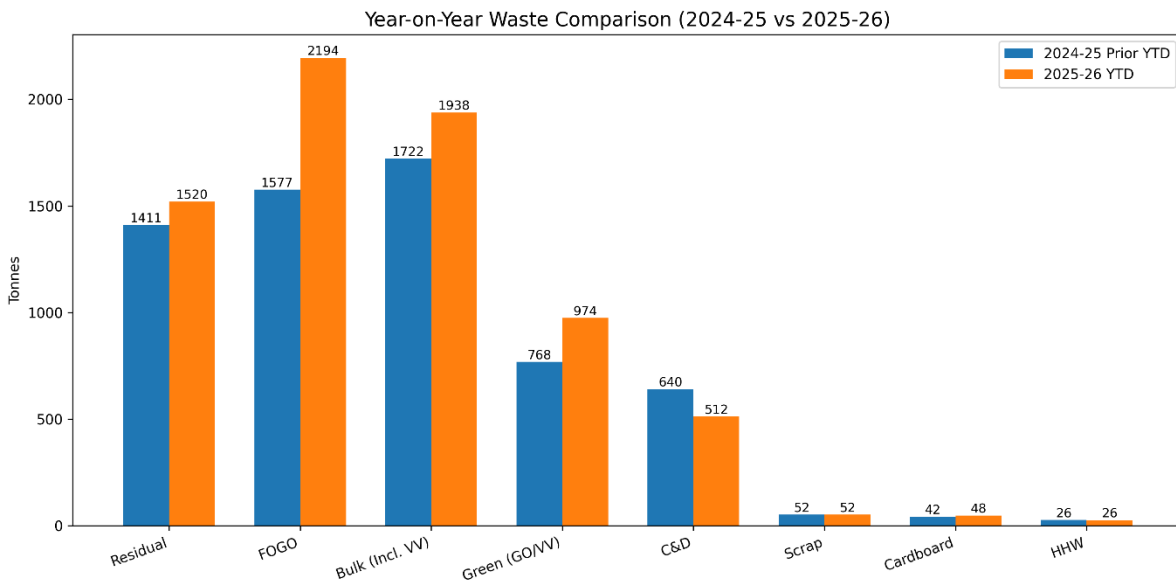
Overall, the decrease is considered a short term, market driven fluctuation, and will continue to be monitored to assess whether further operational or commercial responses are required. Scrap metal volumes remain stable (0.0% change), while HHW / paint and batteries has seen a slight decline (-1.9%), remaining broadly consistent with prior year levels.

Overall, the data reflects a strong upward trend in diversion performance, particularly within FOGO and green waste streams, alongside continued demand for WMRC services, albeit with some softening in the C&D segment.

Waste (tonnes)	January 2026	February 2026	2024-25 Prior YTD	2025-26 YTD	Change Year on Year (%)
Residual waste	758	762	1411	1520	+7
FOGO	1134	1060	1577	2194	+39
Bulk waste Incl. VV	839	1099	1722	1938	+12
Green waste incl. GO and VV	469	504	768	974	+26

C&D waste	268	244	640	512	-20
Scrap metal	27	25	52	52	0
Cardboard	29	19	42	48	+14
HHW / paint and batteries	16	10	26.5	26	-2

Chart -Waste Received



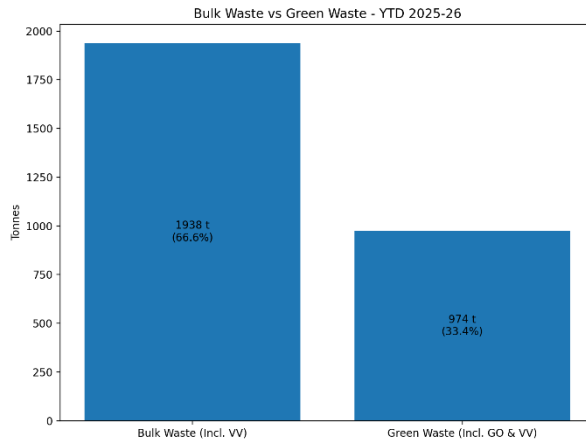
Graph - Year-on-Year Waste Comparison: 2024-25 vs 2025-26

Bulk Waste and Green Waste Trends

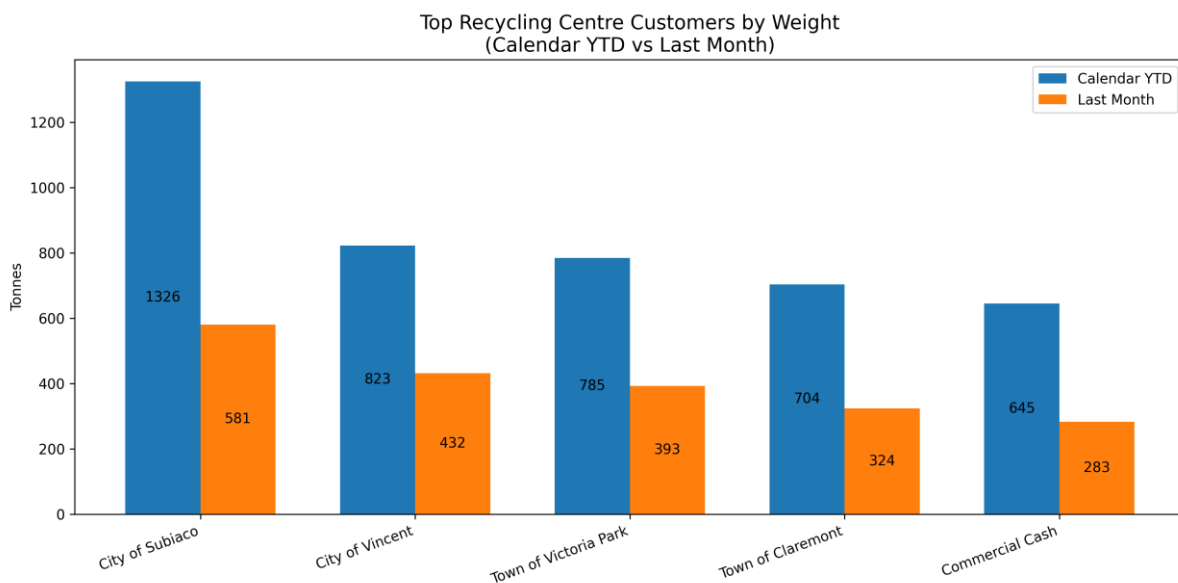
Bulk and green waste remain two of the most significant waste streams at the Recycling Centre, reflecting continued utilisation driven by Verge Valet and kerbside organics services.

For 2025-26 YTD, bulk waste (including Verge Valet) increased to 1,938 tonnes, while green waste (including GO and Verge Valet) reached 974 tonnes. Bulk waste now represents approximately 66.5% of the combined total, compared to 33.5% for green waste, indicating a clear shift toward bulk waste as the dominant stream.

This change is likely influenced by sustained demand for verge collection services and the ongoing transition of some councils to FOGO systems, which is diverting organic material away from the green waste stream.



Graph -Bulk Waste and Greenwaste Trends



Graph – Top 5 Customers Net Weight (t)

Client Tonnage Comparison (Calendar YTD vs Last Month)

The City of Subiaco remains the highest contributing customer for the reporting period, recording 1,326 tonnes Calendar YTD, compared to 581 tonnes in the previous month, reinforcing its position as the primary user of the Recycling Centre.

A second tier of high-volume contributors includes the City of Vincent with 823 tonnes YTD (up from 432 tonnes) and the Town of Victoria Park with 785 tonnes YTD (up from 393 tonnes), both demonstrating strong and consistent utilisation supported by clear month-on-month growth.

The Town of Claremont also recorded solid throughput at 704 tonnes YTD, increasing from 324 tonnes last month, reflecting continued engagement and steady utilisation of the facility.

Commercial activity (cash customers) contributed 645 tonnes YTD, compared to 283 tonnes last month, representing a consistent and material component of overall site throughput.

Waste Volumes – Year-to-Date Comparison

- FY2026 YTD: ~**19,300 tonnes**
- FY2025 YTD: **14,427.6 tonnes**
- **Increase: ~+34% year-on-year**

This reflects sustained growth in inbound waste volumes and increased utilisation of WMRC services, with more frequent high-volume operational days.

Customer Activity

Top users (by volume):

- City of Subiaco
- City of Vincent
- Commercial cash customers
- Town of Claremont
- Town of Mosman Park

Member council volumes remain steady, with consistent residential self-haul activity.

Staffing

- **Workforce Resourcing:**
Staffing levels remained lean; additional casual employees have been engaged to support operational coverage following recent departures.
- **Training & Capability:**
Training initiatives include loader VOC assessments, forklift licensing, and plant operation training, supporting a multi-skilled and flexible workforce.
- **Organisational Alignment:**
Appointment of a Recycling Centre Administration Officer (from existing staff allocations) has strengthened administrative and financial processes.
- **Leadership & Oversight:**
Progression of an Acting Team Lead role will improve supervision, shift coordination, and operational control.

RISK MANAGEMENT

Risks continue to be actively managed through the WMRC Risk Register, with focus on:

- Workplace health and safety compliance
- Operational continuity and resilience
- Infrastructure and plant reliability
- Traffic and public interface risks

COMMUNICATION AND CONSULTATION

Relevant stakeholders, including internal management and member councils, have been kept informed of operational performance and key initiatives.

REPORT IMPLICATIONS

Legislation and Policy Alignment

Operations remain compliant with relevant legislation, licences, and Work Health and Safety requirements.

Business and Strategic Alignment

Operations support WMRC's strategic objectives relating to service delivery, waste diversion, customer growth, and organisational capability.

Financial and Resource Implications

Activities have been delivered within existing operational resources.

COMMENTS

The report is presented for Council's information and noting.

VOTING REQUIREMENT

Simple majority

Moved by: Cr. L Young

Seconded by: Cr. R Jones

RESPONSIBLE OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

11.1.1 That Council notes the Safety and Operations Report.

CARRIED: 5/0

11.2 COMMUNICATIONS AND EDUCATION REPORT

Responsible Officer:	Manager Communications & Education
Date:	25 March 2026
Attachment:	11.2A letter to Minister Swinbourn - batteries

PURPOSE

This is an information item describing Communications and Education team activity for the period.

BACKGROUND

Under the draft Council Plan, the Communications & Education team have direct input into three of the six themes:

- 2 - Environmental performance and resource recovery
 - 4 - Policy influence and sector leadership
 - 5 - Community engagement and behaviour change
- and indirect impact across the others.

DETAIL

Activities will be described under relevant themes from the draft Council Plan.

Environmental Performance and Resource Recovery

The C&E team delivers a range of engagement activities designed to encourage waste avoidance and promote correct waste sorting. These activities span in-person events, website content, social media, and printed materials, with many delivered at the request of Member Councils. Key highlights include:

Waste stations at community events. Working alongside a reusable service provider, the team has supported waste-sorting stations at Member Council community events. After each event, the team prepares a report outlining waste recovery performance, reusable uptake, and recommendations to help reduce waste further at future events. This partnership ensures consistent, high-quality waste-station delivery while helping Member Councils cut waste and reduce overall event-management costs.

TOWN OF CLAREMONT, A NIGHT ON BAYVIEW WASTE STATIONS, 14th February 2026

WMRC's two staffed waste stations supported 4,000 attendees manage their waste at the Town of Claremont's *A Night on Bayview*.

WMRC provided the Town with a detailed post-event waste analysis. By comparing 4 years of historical data, WMRC helped the Town understand performance trends and identify further savings. Despite higher attendance and reduced reusable uptake from some vendors, total waste volumes stayed well below 2023 levels, when single-use packaging was more common. Impressed by the outcomes and ongoing cost savings, the Town has invited WMRC to manage three waste stations at their next event.



TOWN OF MOSMAN PARK, SUNSET EATS WASTE STATION, 22nd February 2026

WMRC's waste station supported 1,000 attendees at Mosman Park's *Sunset Eats* event, helping the community correctly sort their waste and return 803 reusable items. Of the 384 L of waste generated, 50% was successfully recovered through recycling and composting.

The Town of Mosman Park has asked WMRC to run waste stations at all three of their annual *Sunset Eats* events which will be co-hosted by the Town of Cottesloe in 2026, maximising the use of the Town's 1,844 reusables, purchased through the Plastic Free Riverpark Program grant. With continued improvements, even greater waste reduction outcomes are expected at future events.



Training Member Council staff in correct waste sorting. The team has provided practical training sessions for Member Council staff, supported by improved in-office signage and labelling to ensure bins are used correctly. Recent sessions have been delivered in Peppermint Grove, with further training booked in by Mosman Park and Cottesloe.

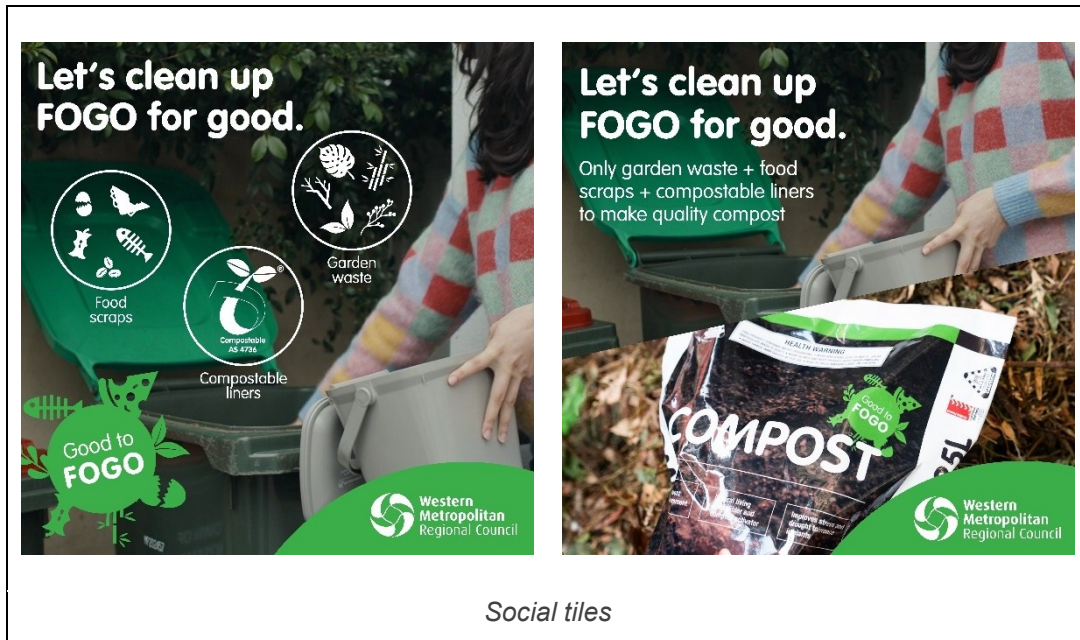
SHIRE OF PEPPERMINT GROVE TRAINING SESSION, 30th January 2026

The Shire of Peppermint Grove requested a professional development session to ensure their front-facing customer service staff understood waste management.





WMRC delivered a training session covering the history of waste management in WA, updates on accepted items for the FOGO, the impacts of contamination on council fees, and the environmental outputs for recovering waste.



“Clean Up FOGO for Good” campaign. This digital and social media campaign provides Member and customer Councils with communication tools to help reduce contamination in FOGO material delivered to the Recycling Centre. The campaign aligns with the upcoming state-wide clarification of FOGO acceptance criteria.



Communications resources for Member Councils. The team continues to prepare digital assets, print materials and signage on request. Recent examples include supporting the City of Subiaco’s rollout of FOGO to commercial properties and assisting Mosman Park with extending FOGO to multi-unit developments.

<p>To avoid pests and keep our bin area clean...</p> <div style="display: flex; align-items: center;"> <div style="background-color: #e0f2f1; padding: 10px; border-radius: 10px; margin-right: 20px;"> <p>Keep bin lids closed ✓</p> <p>Don't overfill bins ✓</p>  </div> <div style="background-color: #ffe0b2; padding: 10px; border-radius: 10px;">  </div> </div> <p style="font-size: small;">Not sure which bin something goes in? Call 9384 6711 for waste questions.</p> <div style="display: flex; justify-content: space-between; align-items: center; font-size: x-small;">   </div>	<p><i>MUD bin area signage requested by Mosman Park</i></p>
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Ongoing communications. The team regularly produces electronic direct mail, social media content and print materials to support consistent, up-to-date messaging. Website information is continually reviewed and updated to ensure it remains accurate and relevant. Main points include the following:

- **EDM** – The February newsletter went out to 1,710 recipients. Of those who opened the newsletter (57.7%), 13% clicked on a link to find out more. This is higher than local government benchmark data provided by Mailchimp.
- **Socials** – Social activity has been streamlined due to changing social media usage trends and best practice. Our social posts reached an audience of around 860 people (Facebook) and 430 people (Instagram). Most popular posts included:
 - Promotion and post-promotion of waste station events (Mosman Park and Claremont)
 - Shared post from Town of Cambridge around their free formal dress library
 - Shared post from Dismantle around bike recycling through drop-off at the West Metro Recycling Centre
- **Website** – continued to review and update website information, particularly FOGO content in line with the Clean Up FOGO for Good campaign.

Policy Influence and Sector Leadership

The team maintains regular engagement with state and local government agencies, not-for-profit organisations and industry bodies to support best practice and strengthen WMRC's influence in sector-wide policy conversations. During this period, key activities included:

WALGA – Consistent Communications Collective and Reducing Illegal Dumping Working Group. The team contributed to state-wide communications planning, including messaging related to FOGO and other waste streams. Participation also provided early insights into upcoming state communication changes and helped shape a best-practice framework aimed at reducing illegal dumping across participating Local Governments.

WMRR – Waste Management and Resource Recovery Association of Australia. Through involvement with WMRR, the team provided input on industry priorities and participated in

discussions with key stakeholders, including a meeting with the State Parliamentary Secretary. This engagement ensures the team stays informed about emerging policy directions and national trends affecting waste management and resource recovery.

WARRRL – Containers for Change. The team worked with WARRRL to explore improvements to container collection systems, including enhancements to drop-off station design, options for bookable container collections, and better access to communications materials for Local Governments. Discussions also covered potential updates to Development Application requirements for multiunit developments.

Battery Product Stewardship Advocacy. The WMRC has been undertaking research into battery product stewardship in recognition of the rapidly escalating safety, environmental and financial risks associated with batteries (particularly lithium-ion batteries) entering household waste streams.

A discussion paper is being prepared for the May Council meeting to outline: the purpose and importance of product stewardship initiatives, the problems they are designed to address, and the outcomes that a mandatory, producer-funded approach could deliver for Western Australia. Product stewardship shifts responsibility to those who place products on the market, ensuring that the costs of safe collection, transport and recycling are borne by producers rather than local governments and ratepayers. This is increasingly critical as battery-related fires become a routine operational hazard for councils and waste facilities.

WMRC recently submitted correspondence to Minister Swinbourn (Attachment 11.1A) advocating for Western Australia to support a nationally consistent, mandatory battery stewardship scheme and to progress enabling legislation as a matter of urgency. The submission highlighted WMRC's operational experience, acknowledged the achievements of the voluntary B-Cycle scheme, and emphasised the need for a regulated, producer-funded model to address free-riders and ensure sustainable, safe battery recovery. This correspondence was provided to the Minister ahead of Council consideration due to the timing of the expected Environment Ministers' Meeting. Given the timing constraints, we now seek the Council's retrospective endorsement of the submission's terms alongside support for continued advocacy and policy engagement.

Community engagement and behaviour change

CITY OF SUBIACO, Community Connect Expo, 21st February 2026

WMRC was invited to the newest Subiaco festival - *Community Connect Expo*. Staff and volunteers ran a hands-on planting activity, using WMRC's FOGO compost, to educate residents on the importance of minimising contamination of the FOGO stream to improve processing and the quality of the FOGO product.

WMRC also connected with local Subiaco community groups who have since booked WMRC in to present several waste ed sessions. The City of Subiaco staff expressed appreciation for WMRC's involvement and delivered content, and asked WMRC to attend next year's Expo.



The team is planning several community interactions in addition to those listed above. These include preparations for 7 Recycling Centre tours, stalls at Subiaco Farmers' Markets, and three

days of our award-winning *School Waste Education Day* incursion at Mosman Park Primary School and Mosman Park School for Deaf Children.

A range of new projects are at scoping and selection stage. They will be assessed and shortlisted according to criteria including reach, efficacy, effort and cost. These include:

Project	Project description	Link to draft Corporate Plan Action(s)
A. Bin-tagging analysis	<p>This project involves analysing historical bin-tagging data from Member Councils to identify patterns in contamination, common problem materials, and street-level variations.</p> <p>The project will also align with ongoing work by DWER and WALGA to ensure regional consistency and integration with broader waste-sorting and contamination-reduction efforts.</p>	<p>This project will provide targeted and data-driven insights so Member Councils can prioritise interventions, reduce contamination, and improve recovery outcomes.</p>
B. Reuse & repair partnerships	<p>This project will map local repairers, Men’s Sheds, community groups, and social enterprises offering repair skills, reuse services, or circular-economy initiatives in Member Council areas. It will establish partnerships and co-deliver activities such as repair cafés, workshops, drop-in demonstrations, and Council-supported events (e.g., Youth Week, Plastic Free July).</p> <p>The project aim is to normalise reuse and repair behaviours, reduce unnecessary disposal of repairable items, and strengthen community connections to local circular-economy providers.</p>	<p>This project will shift community behaviour from disposal to repair and reuse, so Member Councils will have reduced waste tonnages, ease kerbside collection pressure, and deliver visible circular-economy outcomes at local events.</p>
C. Food-waste demos & Farmers market education program	<p>This project will deliver community education sessions at council events and farmers markets to maximise engagement with residents. This includes low-waste cooking demonstration aligned with the nationwide Great Unwaste campaign, and FOGO best practice.</p>	<p>This project reduces waste at a household level, leading to reduced bin contamination, better FOGO quality, and reduced collection and processing costs for Member Councils.</p>
D. Reusable-first event permissions	<p>This project will research and develop reusable-first event policy guidelines for Member Councils. This includes guidelines for eliminating single-use items, integrating reusable crockery systems, improving waste station design, and setting minimum requirements for event approvals.</p> <p>The policy will support long-term reform in event waste management across all Member Councils.</p>	<p>This project will deliver a consistent policy toolkit to cut event waste at the source, reduce single-use items, and improve event operations for all Member Councils.</p>
E. MUDs waste sorting improvements	<p>This project will use national and local best practices for improving waste sorting in multi-unit dwellings (MUDs) with shared bins.</p>	<p>This project improves waste sorting performance and service efficiency in Member Council MUDs, to reduce</p>

Project	Project description	Link to draft Corporate Plan Action(s)
	<p>It will assess barriers such as bin access and placement, signage, resident turnover, contamination drivers, and building management engagement.</p> <p>The project will develop practical interventions to be used at MUDs across Member Councils, such as multilingual signage, induction packs, and on-site engagement, including at Department of Housing sites.</p>	contamination rates and improve resource recovery.
F. Sustainable procurement policies	<p>This project will research best-practice sustainable procurement frameworks and develop guidance to support both WMRC and Member Councils. It will cover categories such as infrastructure, building materials, stationery, and FOGO compost. The project aim is to embed circular-economy principles into purchasing decisions, and support markets for recycled products.</p> <p>WMRC will provide shared assets to maximise regional consistency and reduce duplication across Member Councils.</p>	This project makes it easier for Member Councils to buy more sustainable options, stimulate the markets for recycled products, and demonstrate compliance with DWER waste plans. This will help Member Councils translate policy intent into everyday purchasing decisions.
G. Photovoltaic (PV) Recycling	<p>This project examines emerging trends in photovoltaic (PV) uptake, local end-of-life volumes, and recycling options for solar panels.</p> <p>It will identify opportunities for coordinated collection, regional processing pathways, and potential advocacy needs.</p>	This project prepares the WMRC for a growing, complex waste stream, enabling safe, compliant, and cost-effective recovery pathways and will reduce risk from ad hoc disposal.

RISK MANAGEMENT

This report addresses and aids mitigation of the following areas of the Corporate Risk Register:

Strategic:

- SS2 –circular economy opportunities
- SS3 –environmental outcome demand
- SS9 – misaligned strategy

Governance:

- SG1 – Member Council alignment
- SG4 – Member Council relationship

HR management:

- SHR2 – staff retention
- SHR5 – capability/capacity gap
- OHR3 – industry knowledge

Financial:

- SF2 – cross-subsidising

Reputation:

- SR3 – public statements
- SR5 – public scepticism
- OR1 – service quality
- OR6 – public scepticism
- OR7 – NGO influence

COMMUNICATION AND CONSULTATION

Nil

REPORT IMPLICATIONS

Legislation and Policy Alignment

N/A

Business and Strategic Alignment

These activities are aligned to key strategies 2,4, and 5, 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. P Macintosh

RESPONSIBLE OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

11.2.1 The Communications and Education report to 25 March 2026 to be noted.

11.2.2 That Council provide retrospective endorsement of the terms of the submission to Minister Swinbourn regarding a mandatory battery stewardship scheme as at Attachment 11.2A.

CARRIED: 5/0

11.3 PROJECTS REPORT

Responsible Officer:	Projects Lead
Date:	29 March 2026
Attachment:	Nil

PURPOSE

This report provides Council with an overview of the major projects currently underway.

BACKGROUND

The WMRC is embarking on significant improvements including new strategies supporting business operations and significant capital works undertakings. The Projects Lead role is to facilitate some of these improvements.

DETAIL AND OPTIONS ANALYSIS

RC Concept Redevelopment Plan

A workshop with WMRC, the Consulting Team and some Member Council CEOs and Senior Staff was conducted on 19 February 2026 with a follow up on 5 March for a CEO who couldn't attend.

The concept Plan was well received by the attendees with no changes requested to how the site will be laid out and utilised. A good level of post workshop discussion WMRC Administration and Council Administration further improved their understanding of the operational aspects of the Recycling Centre which has driven the Planning process.

The Consulting Team is now finalising the Redevelopment Plan and supporting Report, including cost estimates of the staged development.

It is anticipated that this Plan will be presented to the May 2026 OCM.

Waste Compaction Evaluation

With the commissioning of the new Residual Waste tipping and loading process, it was planned that all Residual Waste and FOGO waste is loaded through a single waste compactor into the respective waste trailer with the retention of the sole remaining NCH Silo being used for contingency purposes. As reported in the December 2025 OCM, consideration of the risks of having both waste streams reliant on a single existing compactor suggests that a second waste compactor may be required.

Evaluation of the risk benefits and financial implications of enhanced waste compaction facilities has been completed. A Business Case to support a recommended solution is presented as a Confidential Item at this OCM for consideration by Council.

Procurement – Residual Waste Processing

Tenders for Residual Waste Processing closed on 4 February and were assessed.

A recommendation to award Tender for Residual Waste Processing is presented for consideration by Council as a Confidential Item at this OCM.

Asset Management Planning

Works have commenced in developing the WMRC's new Asset Management Plan. This Plan will be developed in response to the new Council Plan. It will inform the Long-Term Financial Plan in terms of forecast need for funding for asset renewals and inform the annual Corporate Plan each year.

Actions planned for the remainder of this Financial Year are:

- supporting the Finance team in undertaking the planned asset revaluation
- undertaking a thorough review of the existing asset register and consolidation of listed assets on the asset register where necessary
- identifying the construct of assets to form part of the Asset Management Plan including useful remaining life and replacement costs.

Business Strategy

A Business Strategy is being developed. This Strategy will outline the framework for emerging opportunities, scenario modelling, market insights, feasibility assessments, strategic options and implementation planning. After internal review and workshopping, it is proposed to bring this Strategy to Council later this year for adoption.

Finance Strategy

A Finance Strategy is being developed. Its aim is to set in place a framework that identifies and evaluates funding methods for major capital investments to facilitate good decision making.

Upcoming Major Procurement Activities

In coming months procurement activities will focus on:

- Second waste compactor (if Business Case endorsed by Council)
- Haulage of FOGO Waste
- Processing of FOGO Waste
- Staff training on new Contract Management Framework developed to support WMRC's operations

RISK MANAGEMENT

Key strategic risks have been identified and comprehensively addressed in the Risk Register. The outcomes of this report address the following risks:

Strategic Risks:

- SS1 – long term planning
- SS3 – environmental outcomes
- SS4 – access to land

Commercial and Legal Risks

- SC2 – value for money

Workplace Health and Safety Risks

- WHSS1 – safe workplace

Operational Risks:

- S02 – risk identification

Reputational Risks:

- SR1 - Leadership

Project Risks – RC Renewal Plan:

- P1 – plan staging
- P2 – regulatory approvals
- P5 – cost overrun
- P3 – delayed procurement
- P4 – skilled resource
- P5 – cost overrun
- P6 – workplace injury

COMMUNICATION AND CONSULTATION

Councillors and Member Council Administration have been briefed on the progress of these projects.

REPORT IMPLICATIONS

Legislation and Policy Alignment

Procurement activities comply with relevant legislation

Business and Strategic Alignment

These activities are in response to the Draft Council Plan to be considered for adoption as well as works that have been provided in the 2025/2026 Budget. The Council Plan then informs the Draft Corporate Plan for 2026/2027 onwards in which some of the above actions have been identified.

Financial and Resource Implications

Works underway are within budget allocations, outcomes of these works that have budget implications will be discussed at the appropriate juncture.

COMMENTS

Considerable traction has been achieved since early 2025 in scoping, procurement and works phases of projects allied to Recycling Centre improvements. The eventual completion and adoption of the Recycling Centre Concept Redevelopment Plan will set a clear set of staged improvements to facilities within the Recycling Centre that will yield environmental, economic, service standard and safety benefits for those served by the organisation.

VOTING REQUIREMENT

Simple majority

Moved by: Cr. P Macintosh

Seconded by: Cr. R Jones

RESPONSIBLE OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

11.3.1 The Projects Report to be noted.

CARRIED: 5/0

11.4 VERGE VALET™ REPORT

Responsible Officer: Manager Communications and Education

Date: 23 March 2026

Attachment: Nil

PURPOSE

This report provides updates on the Verge Valet™ service, including an extension of the service to include the Town of East Fremantle.

BACKGROUND

Verge Valet™ provides residents of host councils with year-round access to prebooked verge waste collections. It currently services around 100,000 properties.

The following table summarises the arrangements for each Host Council, covering 99,973 properties (ABS 2021):

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

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

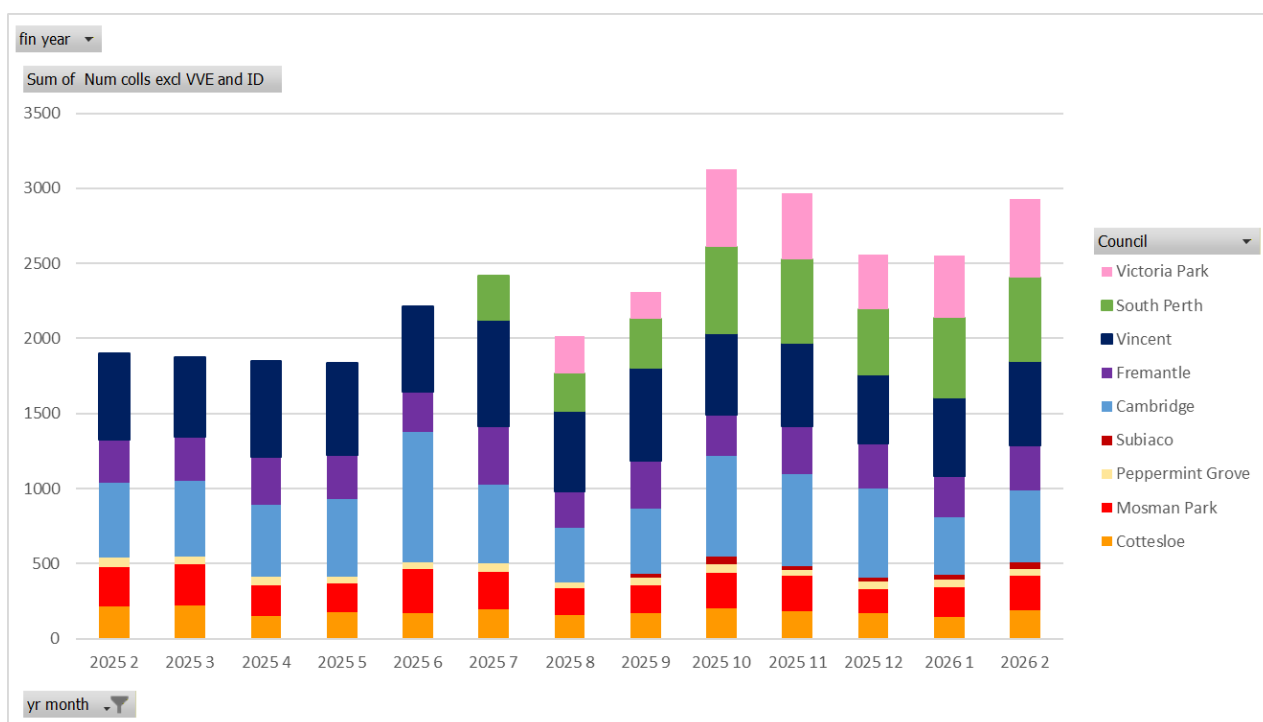
Reports are provided for each Ordinary Council Meeting with an update on collections, along with summary survey results from those who have used the service. Further, the proportion of waste recovered (based on processor estimates) is reported. This is the waste that is separated and forwarded to re-processors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

It is noted that internal resourcing arrangements to support the ongoing operation of Verge Valet is separately addressed in report 10.5 – Workforce Plan review. The proposed arrangements in this Plan will help ensure appropriate resourcing and service standards going forward.

DETAIL AND OPTIONS ANALYSIS

Number of collections

The following chart shows the number of collections per month across Verge Valet host councils since February 2025. Collection numbers increased during October and November as Victoria Park bulk waste collections began and an additional collection day in South Perth was introduced. Collection numbers dipped across December and January, reflecting the impact of the two-week Christmas shutdown.



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 February) 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.

The team has started using a cloud-based management system to streamline managing enquiry volumes and resident communications.

New Customer

At their March OCM the Town of East Fremantle unanimously agreed to a 2-year Verge Valet trial. The Town will allocate 1 bulk and 2 greenwaste collections per eligible residence. Bookings will be

open in July and collections will begin in August. We will deliver training, communications material and FAQs for council staff and information sessions for Elected Members and residents later in the year. The addition of the Town’s 3340 households will be manageable for the Verge Valet team.

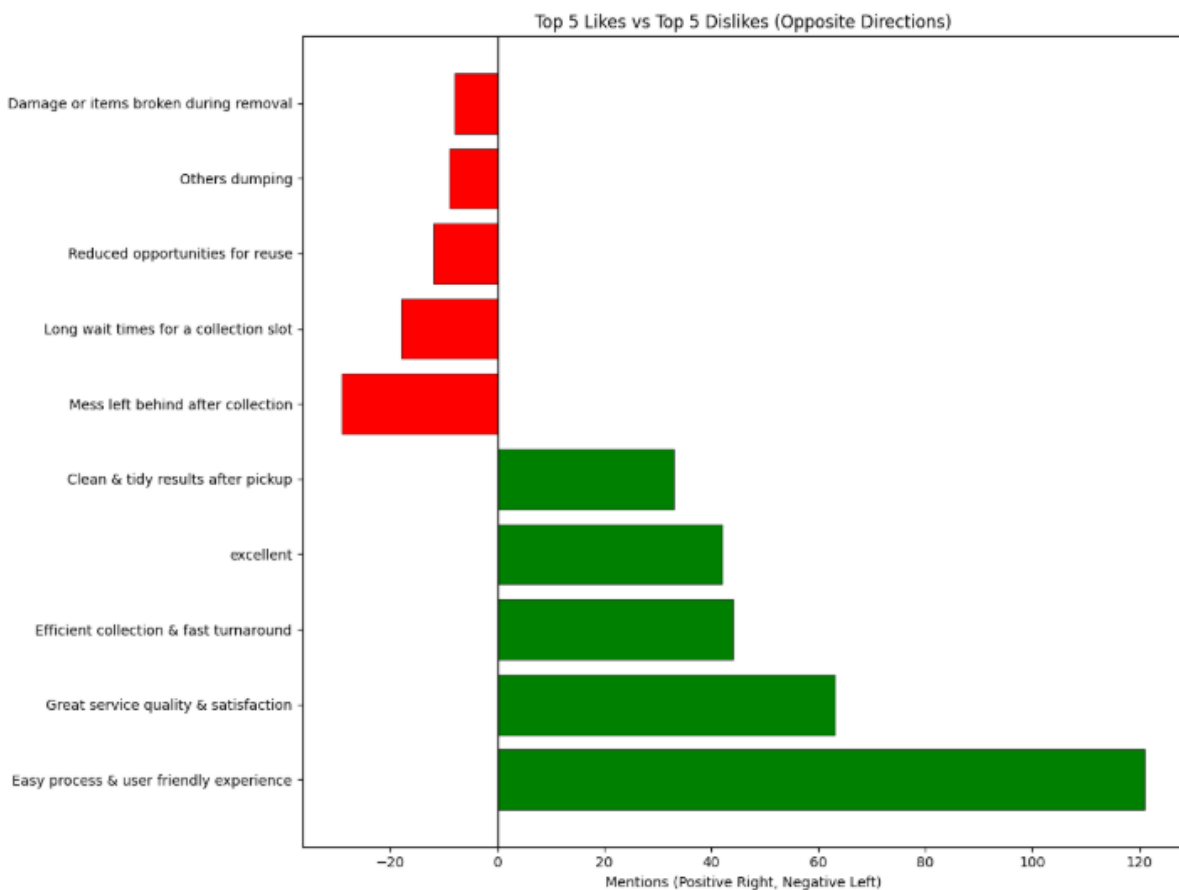
Communications enhancement

The team has been providing support particularly to the newer host councils around communication to Culturally and Linguistically Diverse communities, Illegal Dumping mitigation, general social media assets, and collaboration on media stories.

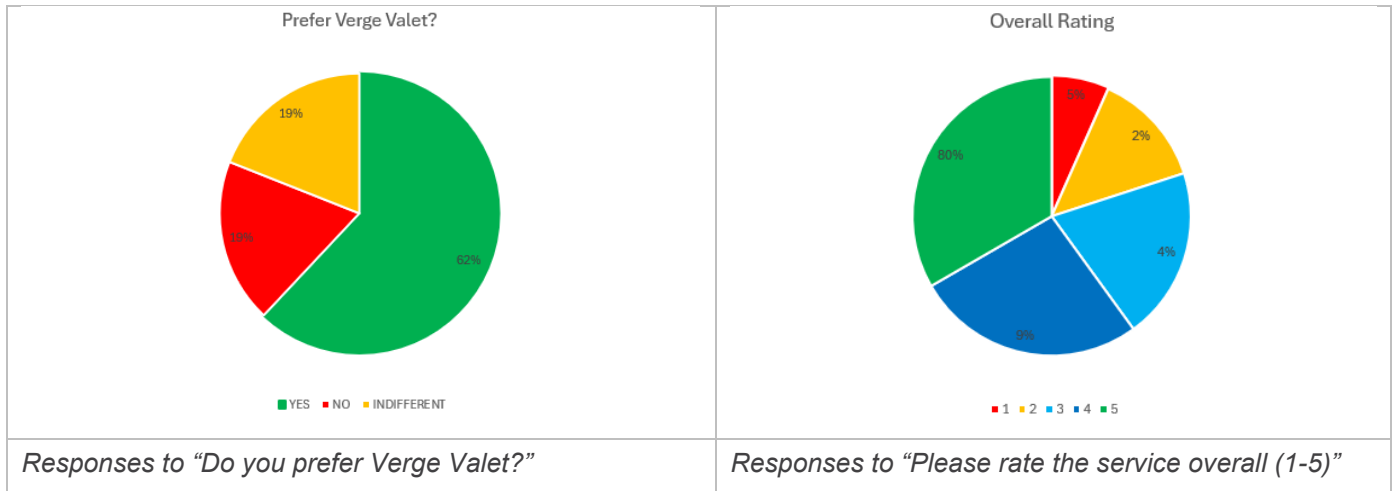
User feedback

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 (green) and negative(red) comment themes are summarized below:



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



RISK MANAGEMENT

This report addresses and aids mitigation of the following areas of the Corporate Risk Register:

Strategic:

- SS2 –circular economy opportunities
- SS3 –environmental outcome demand
- SS9 – misaligned strategy
- OS1 – resource allocation
- OS3 – sole supplier
- OS5 – organisational structure

Governance:

- SG1 – Member Council alignment
- SG4 – Member Council relationship

Commercial:

- SC3 – economies of scale
- OC2 – intellectual property
- OC3 – contract management
- OC7 – contractor non-performance

WHS:

- WHSS1 – safe workplace
- WHS07 – contractor practices
- WHS09 – sharps
- WHS011 – manual handling
- WHS012 – 16 – Hazardous substances

HR management:

- SHR5 – capacity/capability gaps
- OHR8 – organisational productivity

Operational:

- OO5 – service provider failure
- OO9 – contractor compliance

IT:

- SIT1 – digital information access
- SIT2 – unauthorized digital access

Reputation:

- SR5 – public scepticism
- OR2 – contractor standards
- OR6 – public scepticism
- OR7 – NGO influence

Financial:

- SF1 – financial health
- SF2 – cross-subsidising

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 (SCP 2023):

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.

VOTING REQUIREMENT

Simple majority

Moved by: Cr. A Maurice

Seconded by: Cr. P Macintosh

RESPONSIBLE OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

11.4.1 The Verge Valet report be noted.

11.5 PROGRESS ON COUNCIL RESOLUTIONS

Responsible Officer: Chief Executive Officer
Date: 2 April 2026
Attachment: 11-5A 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 2 April 2026 is presented at Attachment 11-5A. 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 11-5A. The schedule is colour coded. Red - resolutions not yet commenced; orange – resolutions in progress; green – resolutions complete.

RISK MANAGEMENT

The implementation of Council resolutions relates to, and assists mitigation of risks associated with the following areas of the Corporate Risk Register:

Strategic; OS1 – allocation of resources	HR Management; SHR3 - service delivery OHR7 – roles and responsibilities
Governance; OG5 – service delivery	

COMMUNICATION AND CONSULTATION

Council resolutions and progress on their implementation are discussed at CEO Forum meetings 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. R Jones

RESPONSIBLE OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

11.5.1 The progress on Council resolutions be noted.

CARRIED: 5/0

11.6 CEO FORUM – RECORD OF MEETING

Responsible Officer:	Chief Executive Officer
Date:	26 March 2026
Attachment:	11-6A CEO Forum – Record of Meeting March 2026

PURPOSE

For Council to receive a summary of the CEO Forum meeting of March 2026.

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 11-6A.

RISK MANAGEMENT

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

Governance	Reputational
SG1 – member needs	SR1 - decision making
SG3 – relationship management	OR8 – public criticism
SG4 - relationship management	
Financial	
SF2 – cross subsidisation	

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. L Young

Seconded by: Cr. R Jones

RESPONSIBLE OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

11.6.1 The CEO Forum – Record of Meeting held on 19 March 2026 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

It is proposed that the following items be considered in a closed-door session:

- 16.1 Award to RFT 01-2026: WMRC Residual Waste Processing
- 16.2 Second Waste Compactor – Business Case
- 16.3 Fees and Charges Review
- 16.4 Dicom Deconstruction Update
- 16.5 Silo Bin Haulage

Moved by: Cr. A Maurice

Seconded by: Cr. L Young

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) (e)
- 16.3 (e)
- 16.4 (d)
- 16.5 (c) (e)

(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.

CARRIED: 5/0

Doors closed at 7:01pm.

Moved by: Cr. R Jones

Seconded by: Cr. P Macintosh

Doors opened at 7:45pm.

The Chair read out the resolutions made behind closed doors:

16.1.1 That Council award tender RFT 01-2026 WMRC Residual Waste Processing in line with recommendations within Confidential Attachment 16-1B

16.1.2 That Council resolve in accordance with section 9.49(A) of the Local Government Act 1995 to delegate authority to the Chief Executive Officer to execute all necessary documents for this Tender Award and ensuing Contract.

16.2.1 That Council approve the Business Case for MSW and FOGO Waste: Second Compactor System as detailed in Confidential Attachment 16.2A

16.2.2 That funding for the project will be provided from the Development Reserve with actual value to be finalised after construction tender award by Council be noted.

16.3.1 The assessment set out in report 16.3 be noted.

16.4.1 The update provided in report 16.4 be noted.

16.5.1 That Council approve the option for WMRC to undertake self-haulage of Silo Bin waste until such time that the NCH Silo System is retired

16.5.2 That Council, in accordance with s6.8(1)(b) of the Local Government Act 1995 approves unbudgeted expenditure of \$ 67,000 (plus GST) to be drawn down from the Recycling Centre Development Reserve to procure a suitable truck from West Tip Waste Control Pty Ltd for haulage of silo bins and pay Transfer of Licence fee.

16.5.3 That Council, in accordance with s5.42(1) of the Local Government Act 1995 delegates authority to the Chief Executive Officer to undertake all necessary actions to terminate Contract C240805 between WMRC and West Tip Waste Control Pty Ltd

17. BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING

Nil

18. GENERAL BUSINESS

Nil

19. CLOSURE OF MEETING

Meeting closed: 7:46pm

Next meeting: 28 May 2026, City of Subiaco