

# AGENDA

## ORDINARY COUNCIL MEETING (OC 01/18)

**5 April 2018**

**Commencing at 5.30pm**

Town of Cottesloe  
109 Broome Street  
Cottesloe WA 6011



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Dear Chairman and Councilors

I advise that an Ordinary Meeting of the Western Metropolitan Regional Council will be held at the Town of Cottesloe, 109 Broome Street, Cottesloe WA 6011 on **Thursday 5 April 2018** commencing at **5.30pm**.

John J Stevenson  
**Acting Chief Executive Officer**

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**1. DECLARATION OF OPENING**

**2. RECORD OF ATTENDANCE AND APOLOGIES**

**Councillors**

Cr C Hohnen	Chairman	Shire of Peppermint Grove
Cr B Haynes		Town of Claremont
Cr S Stroud		City of Subiaco
Cr A Maurice		Town of Mosman Park
Cr M Rodda		Town of Cottesloe

**Staff**

Mr. J Stevenson	A/Chief Executive Officer	WMRC
Mr. P Thomson	Finance & Governance Manager	WMRC
Ms. A Hynes	Waste Operations Manager	WMRC
Ms. L Eustance	Waste Education Manager	WMRC
Ms. A Bell	Support Services Officer	WMRC

**Leave of Absence**

Nil

**Visitors**

Mr. P Ward	Barrister	Francis Burt Chambers
Mr. L Wilks	Solicitor	Jones Day

**3. DISCLOSURES OF INTERESTS**

**4. PUBLIC QUESTION TIME**

**5. APPLICATIONS FOR LEAVE OF ABSENCE**

**6. PETITIONS, APPROVED DEPUTATIONS AND PUBLIC STATEMENTS**

**7. CONFIRMATION OF PREVIOUS MINUTES**

Minutes of the previous Ordinary Council Meeting held on 1 February 2018 have been circulated previously under separate cover and are at **Attachment 1**.

**RESPONSIBLE OFFICER RECOMMENDATION**

**Council accepts the minutes of the previous Ordinary Council Meeting held on 1 February 2018 as a true and accurate record of proceedings.**

**8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION**

## 9.1

RISK MANAGEMENT PROGRESS REPORT

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**Responsible Officer:** Waste Operations Manager

**Date:** 26 March 2018

**Appendices:** Nil

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**SUMMARY**

Risk and safety management issues are discussed below.

**BACKGROUND**

Nil

**DETAIL**

Incidents and Accidents – None since previous report to the WMRC.

Safety Consultant Additional Resources - Following on from the discussion on the need for additional safety resources arrangements have been made for assistance from safety consultant (JTA Health Safety Noise) for at least the remainder of this financial year. Requirements for Consultancy time in 2018-19 will be assessed with assistance from the Consultant between now and the next WMRC meeting. This will be based on the outcomes of the initial engagement above.

An allocation has been provided in the Base Draft Budget 2018-19 but this will be refined in the Final Statutory Budget 2018-19 before adoption and once the requirement assessment is complete. Quotations will be invited for safety consultancy services in June or July 2018.

A representative of JTA Health Safety Noise joined the Safety Committee Meeting on 26 March 2018 by telephone hook-up. This was successful and brought new insights to safety management. However at future meetings a local representative of JTA will attend safety meetings in person.

Initial tasks to be performed by the safety consultant are:

- Hazard inspections of both sites
- Introduction of improved induction systems
- Review of current training in procedures
- Conducting emergency drills
- Audit of HHW systems/procedures.

## Safety Actions

The following safety actions have occurred in February and March:

- A Safety Committee Meeting was held.
- Working at Heights training refreshers for several staff.
- A consultant has been engaged to provide support for safety activities.
- Improved venting has been installed in the Transfer Station diesel storage area.
- Additional safety signage installed for HHW receival area.
- Testing and tagging of height safety equipment carried out.
- Ventilation improved in Administration office kitchen to address ongoing concern.

## Business Continuity Risk

The WMRC Council adopted a Disaster Recovery Plan on 6 December 2012. This plan is now out of date and in need of a review. \$5,000 has been included in the Draft 18/19 budget for the engagement of a suitable consultant to carry out this activity.

## High Residual Risk Hazards

Hazards with a high residual risk rating are outlined below. These are unchanged since the last Council meeting.

Hazard	Current Controls	RRR Likelihood	RRR Consequence	RRR Risk Rating	RRR Classification	Actions Required + Target Dates
Silos over-tipping while being loaded and crushing people or equipment	Staff are trained in loading silos and will wait for Site Supervisor if they encounter a problem while loading. Persons are to keep out of downhill area of silos during loading. Property is to be kept out of this area. Covered by SP7-2.	Unlikely	Major	High	High Residual Risk	Further controls not considered reasonable or practicable: review if situation changes.
Persons (staff/customers) scavenging from waste storage areas/ Unauthorised site entry leading to injury	Administrative: staff are aware that waste should not be scavenged where it may pose a safety risk. Staff supervise customer drivers to ensure appropriate behaviour during opening hours.	Likely	Moderate	High	High Residual Risk	Further controls not considered reasonable or practicable: review if situation changes. Not a WMRC activity so cannot develop procedure/JSA/stop activity.

<b>Safety Statistics</b>	<b>Jan – Feb 2017</b>	<b>12 Months Ending Feb 2017</b>	<b>Definition</b>
<b>(HiPo)</b> High Potential Incident	None	None	Incidents involving personnel that didn't reach their ultimate potential and could have resulted in a fatality.
<b>(LTI)</b> Lost Time Injury	None	None	Any work-related injury or occupational illness that results in permanent disability or time lost from work of one day/ shift or more.
<b>(ADI)</b> Alternate Duties Injury	None	None	Any work-related injury or occupational illness which results in a person being unfit for full performance of their regular job on any day after the injury or illness.
<b>(MTI)</b> Medical Treatment Injury	None	2	Any work-related loss of consciousness, injury or occupational illness requiring more than First Aid treatment by a medical practitioner or registered medical personnel but not resulting in lost time.
<b>(FA)</b> First Aid Injury	None	None	Any work-related injury or occupational illness requiring one-time treatment and subsequent observation of minor scratches, cuts, burns, splinters etc. which do not require professional medical care.
<b>(NM)</b> Near Miss	None	3	An event which, under slightly different conditions, could have resulted in injury, damage or business loss.

### **STATUTORY ENVIRONMENT**

WMRC has duties under the Occupational Safety and Health Act 1984 (OSH Act) to, so far as is practicable, provide and maintain a working environment in which the employees of the employer are not exposed to hazards.

### **CONSULTATION**

Nil

### **REPORT IMPLICATIONS**

#### **Policy Implications**

Nil

#### **Financial Implications**

Nil

#### **Strategic Implications**

Nil



**COMMENTS**

Nil

**VOTING REQUIREMENT**

Simple majority of Council.

**RESPONSIBLE OFFICER RECOMMENDATION**

**9.1.1 That Council receive the Safety Management Progress Report.**

## 9.2

## FINANCIAL STATEMENTS

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**Responsible Officer:** Finance and Governance Manager

**Date:** 20 March 2018

**Attachment 4:** January and February Monthly Management Accounts

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### **SUMMARY**

This report serves as a monthly summary of the Council's operating financial position. Its primary purpose is to allow Councillors to be able to track budgeted figures to actual outcomes throughout the financial year.

### **BACKGROUND**

Reporting requirements are defined by Financial Management Regulations 34 of the Local Government (Financial Management) Regulations 1996.

At its Special Council Meeting of 14 July 2016 meeting Council resolved inter alia to adopt a 10% value for reporting material variances in the Statements of Financial Activity. Accordingly, variances of 10% or more between actual and budgeted monthly figures are accompanied with explanatory notes.

### **DETAIL**

Operating statements are presented for the periods ended 31 January and 28 February 2018.

As at 31 January 2018 Council had an operating deficit of \$58,936 compared to a budgeted operating deficit of \$132 with a variance of \$59,068. As at 28 February 2018 Council had an operating surplus of \$3,443 compared to a budgeted operating surplus of \$21,387 with a variance of \$17,944. The year-to-date as at 28 February 2018 deficit is \$470,573 compared to a budget deficit of \$133,360 with a variance of \$337,113. This year-to-date variance is primarily as a result of legal costs that are currently under budgeted. At its meeting on the 5<sup>th</sup> of October 2017 Council resolved (Item 10.2) to increase the legal costs budget by \$536,700. This is to be funded from Council reserves as follows but the timing of this will be in accordance with the determination of Item 9.6 Proposed Amendments to Reserve Fund Accounts of this agenda

<b>Reserve</b>	<b>Opening Balance 1 September 2017</b>	<b>Transfers to Reserve</b>	<b>Transfers from Reserve</b>	<b>Closing Balance 30 June 2018</b>
Future Development Reserve	\$ 2,427,273	\$ 60,719	(\$ 15,000) Capital Expenditure (\$ 26,567) Legal costs	\$ 2,446,425
Sustainability Reserve	\$ 248,132	\$ 6,302	(\$154,447) Operational deficit (\$ 99,987) Legal costs	\$ 0
Interim Service Charge Reserve	\$ 400,234	\$ 9,912	(\$ 410,146) Legal costs	\$ 0

## **STATUTORY ENVIRONMENT**

In accordance with the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996, a Statement of Financial Activity is required to be presented to Council as a minimum requirement. In addition, an explanation of the net current assets of the month to which the statement relates is also required.

In accordance with Regulation 34 (5), a report must be compiled on variances greater than the materiality threshold adopted by Council of 10%. As this report is composed at a summarised level, variance commentary considers the most significant items that comprise the variance.

## **CONSULTATION**

None

## **REPORT IMPLICATIONS**

### **Policy Implications**

The Council's financial reporting is prepared in accordance with its accounting policies. These are reviewed periodically to ensure compliance with legislative and statutory obligations.

### **Financial Implications**

The report represents the financial position of the Council at the end of January and February 2018.

## **Strategic Implications**

Strategic action 6.4 in Western Metropolitan Regional Council's (WMRC) Corporate Business Plan is to *"deliver responsible financial management"*. This includes a key action to *"provide accurate and transparent financial reporting"*.

Given the uncertainties facing the WMRC it is considered prudent that adequate reserves are maintained.

## **COMMENTS**

None

## **VOTING REQUIREMENT**

Simple majority

## **RESPONSIBLE OFFICER RECOMMENDATION**

**9.2.1 That Council note the financial statements for the periods ended 31 January 2018 and 28 February 2018.**

## 9.3

## LIST OF PAYMENTS AND SUNDRY DEBTORS

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**Responsible Officer:** Finance and Governance Manager

**Author:** Support Services Officer

**Date:** 26 March 2018

**Attachment 3:** January and February 2018 Payments and Debtors

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### **SUMMARY**

The schedule of accounts paid for January and February 2018 are attached. The sundry debtors as at 26 March 2018 are also attached.

### **BACKGROUND**

Nil

### **DETAIL**

Nil

### **STATUTORY ENVIRONMENT**

Local Government Act 1995 and Local Government (Financial Management) Regulations 1996.

### **CONSULTATION**

Nil

### **REPORT IMPLICATIONS**

#### **Policy Implications**

Nil

#### **Financial Implications**

Nil

### **Strategic Implications**

Nil

### **COMMENTS**

Nil

### **VOTING REQUIREMENT**

Simple majority

### **RESPONSIBLE OFFICER RECOMMENDATION**

**That Council:**

**9.3.1 Endorse the schedule of accounts paid of \$616,707.38 and \$422,251.83 for the months of January and February 2018 respectively**

**9.3.2. Note the schedule of sundry debtors outstanding at 26 March 2018.**

## 9.4 MINUTES OF THE CEOAC MEETING HELD ON 20 MARCH 2018

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**Responsible Officer:** Acting Chief Executive Officer

**Date:** 22 March 2018

**Attachment 4:** Minutes CEOAC Meeting 20 March 2018

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### **SUMMARY**

The minutes of the CEOAC meeting held on 20 March 2018 are at **Attachment 4**.

### **BACKGROUND**

Nil

### **DETAIL**

The CEOAC have recommended a course of action on the report entitled “Impact of Regional Three Bin System” at Item 4.3 in their minutes. This matter needs to be dealt with separately and is at Item 9.5 for consideration.

There are no other recommendations from the CEOAC. Accordingly it is only necessary for the WMRC to receive the CEOAC minutes for 20 March 2018 under this item.

### **STATUTORY ENVIRONMENT**

Nil

### **CONSULTATION**

Nil

### **REPORT IMPLICATIONS**

#### **Policy Implications**

Nil

#### **Financial Implications**

Nil

#### **Strategic Implications**

Nil

**COMMENTS**

Nil

**VOTING REQUIREMENT**

Simple majority

**RESPONSIBLE OFFICER RECOMMENDATION**

**9.4.1 The minutes of the CEOAC meeting on 20 March 2018 be received**



## 9.5

### Impact of Regional Three Bin System

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**Responsible Officer:** Waste Operations Manager

**Date:** 23 March 2018

**Appendices:** Nil

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#### **SUMMARY**

This report gives an indication of the increase in Member Gate Fee likely to be needed should all Member Councils take up the Three Bin System.

#### **BACKGROUND**

The CEOAC committee resolved at the 21 November 2017 meeting that:

**A report on future estimated increases of WMRC waste charges under the Waste Supply Agreement as a result of the introduction of a third bin system across the region be prepared for consideration at a future meeting of the WMRC.**

#### **DETAIL**

A three bin system is currently in use by the Town of Cottesloe with adoption in the near future being considered by the Town of Mosman Park, the Town of Claremont and the Shire of Peppermint Grove.

The Waste Authority's Better Bins programme encourages the use of a three bin system (general waste, co-mingled recycling and organic/green waste) to support greater source separation and higher recovery. The Better Bins program will pay local governments up to \$30 for each household that receives a better practice kerbside collection service.

The State Government target is 65% MSW diversion in the Metropolitan Area by 2020. The Town of Cottesloe three bin system has achieved a 41% MSW diversion rate. Other Member Council diversion rates vary between 18% and 37%. All results are well below the State Government target rates which could of course be seen as unrealistic.

A consequence of regional adoption of a three bins system is a reduction in the MSW tonnes delivered to the WMRC from 13,000 tonne/year currently to an estimated 9,000 tonnes/year in the not too distant future. Much of the WMRC's costs are fixed; fixed costs distributed over 13,000 tonnes will give a lower gate fee than fixed costs distributed over 9,000 tonnes.

The current Member Council General Waste Gate Fee is \$240 (ex. GST). This Gate Fee includes:

- the cost of waste disposal and haulage,
- associated costs such as staffing plus plant and equipment,
- all other WMRC costs not covered by income from other sources (e.g. areas greenwaste, bulk waste and waste education largely have a balanced budget), and
- WMRC governance and administration costs

The table below, for simplicity, uses figures from the *original* 2017/18 budget. Member Council Gate Fees for MSW represents over half of the WMRC's operating revenue.

Portion of Budget Not Covered by Other Costs	2017/18 Original Budget
Total Operating Expenditure	\$5,614,280
Total Operating Revenue	\$5,459,833
<ul style="list-style-type: none"> <li>• Operating Revenue derived from other sources</li> </ul>	\$2,397,433
<ul style="list-style-type: none"> <li>• Operating Revenue derived from Member MSW Gate Fee</li> </ul>	\$3,062,400

The table below shows the 2017/18 budgeted MSW tonnes; the actual (calendar year) 2017 tonnes; an estimate of 2017 tonnes if no Member Council had a Three Bin System in Place; and an estimate of 2017 tonnes if all Member Councils had a Three Bin System in Place. These estimates are broad, but give an indication of what may occur.

<b>AWT Suitable MSW Tonnes per year</b>	<b>Town of Claremont</b>	<b>Town of Cottesloe</b>	<b>Town of Mosman Park</b>	<b>Shire of Peppermint Grove</b>	<b>City of Subiaco</b>	<b>TOTAL</b>
2017/18 Original Budget						12760
Current (2017)	2220	1900	2220	440	5390	12170
Without Third Bin	2220	2360	2220	440	5390	12630
With Third Bin	1520	1900	1570	350	4090	9430

These tonnage scenarios affect the Member Council General Waste Gate Fee as shown in the table below. These are also based on original budget 2017/18 figures and assumptions. "Current (2017)" uses the tonnes received in the 2017 calendar year which were different from estimates made for the original budget. "Without Third Bin" and "With Third Bin" figures represent the "Current (2017)" calendar year figures, but as if none or all of the Member

Councils had Three Bin systems. The “Change in Tonnes” figures are as compared to the original budget.

This change in tonnes will lead to a change in expenditure, as less tonnes are required to be hauled to landfill for disposal. Other costs, such as staffing and other overheads will be largely unaffected.

The estimated reduction in tonnes from the region-wide adoption of a Three Bin System would lead to a significant increase in the Member Council General Waste Gate Fee of some \$30/T from the 2017/18 Gate Fee.

<b>AWT Suitable MSW Tonnes per year</b>	<b>Tonnes</b>	<b>Change in Tonnes</b>	<b>Expenditure Change with Reduced Tonnes</b>	<b>Equivalent Operating Revenue needed from Member MSW</b>	<b>2017/18 Equivalent Gate Fee</b>
2017/18 Original Budget	12760			\$3,062,400	\$240/T
Current (2017)	12170	-590	-\$91,822	\$2,970,578	\$244/T
Without Third Bin	12630	-130	-\$20,232	\$3,042,168	\$241/T
With Third Bin	9430	-3330	-\$518,248	\$2,544,152	\$270/T

A paragraph discussing the impact of DiCOM operations on the equivalent gate fee made available confidentially to the CEOAC has been deleted. Advice on DiCOM Operations is contained in **Confidential Item 14 - “Budget Funding Analysis”**. The CEOAC recommendation below is independent of the above.

Council should be aware that region-wide adoption of the Three Bin System will have a significant effect on the Member Council General Waste Gate Fee.

#### **STATUTORY ENVIRONMENT**

Nil

#### **CONSULTATION**

Nil

#### **REPORT IMPLICATIONS**

##### **Policy Implications**

Nil

##### **Financial Implications**

Nil

##### **Strategic Implications**

Nil

**COMMENTS**

Nil

**VOTING REQUIREMENT**

Simple majority of Council.

**CEOAC RECOMMENDATION**

**9.5.1 That further modelling be undertaken and a further report be presented to the CEOAC for review**

## 9.6

## PROPOSED AMENDMENTS TO RESERVE FUND ACCOUNTS

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**Responsible Officer:** Acting Chief Executive Officer

**Date:** 23 March 2018

**Attachments:** NIL

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### SUMMARY

This Item reviews the existing reserve fund accounts as their original purpose no longer meets the needs of waste management which the WMRC must confront now and in the future. Amendments are proposed to align the reserve fund account purposes and funds to what is now required.

### BACKGROUND

The purposes of the reserve accounts have not been reviewed since at least 2014. In adopting the budget for 2017/18 the WMRC determined to use reserve funding to provide for

- Non-operational legal costs relating to the administration of the WSA (Waste supply Agreement)
- A small capital programme
- Waste Operation Expenses relief to reduce member Council fees and charges to an acceptable level.

Transfers from reserve funds to meet expenses from the dot points above were approved by the WMRC and included in the 2017/18 budget. These transfers do not align with Reserve Fund purposes to be seen in **Table 1**.

<b>Table 1 - Reserve Accounts as at 28 February 2018</b>			
<b>No</b>	<b>Title</b>	<b>Description</b>	<b>Amount \$</b>
A	Future Development Reserve	To fund the purchase of land,secondary waste treatment,business development and research and development projects	2,270,424
B	Sustainability Reserve	To fund investigations or research into waste treatment or systems for more sustainable waste management practices	248,132
C	Interim Service Charge Reserve	To fund the contingent liability from DiCOM operator	207,850
<b>TOTAL</b>			<b>2,726,406</b>

## BACKGROUND

Section 6.11 Reserve Accounts (2) of the Local Government Act 1995 requires transfers from reserve fund accounts that are not used for the stated purpose of the reserve account must be given one month's local public notice of the change. Such notice was not given but the WMRC can rely on 6.11(3) which states, that notice is not required where the change is disclosed in the annual budget of the local authority for that financial year.

## DETAIL

To align the purpose of the Reserve Accounts to future financial requirements a number of changes are required and are shown in **Table 2** below. The red text denotes the proposed changes to the purpose of the accounts and fund transfers.

<b>Table 2 - Proposed Changes to Reserve Accounts After 5 April 2018</b>				
<b>No</b>	<b>Title</b>	<b>New Description</b>	<b>Transfer Amounts \$ to C</b>	<b>New Amount \$</b>
A	No change	To fund - the purchase of land, secondary waste treatments, <b>plant, equipment and transfer station capital projects</b>	<b>1,770,424</b>	500,000
B	<b>Close</b>	<b>Close</b>	<b>248,132</b>	0
C	Administration DiCOM Project Reserve	<b>To fund - Non-operational administration and management including legal expenses of the Waste Supply Agreement. Relief for waste operations expenses. Consultant fees for Reviews of Business and Waste Operations Models</b>	2,018,556	2,226,406
<b>TOTAL</b>				<b>2,726,406</b>

Further discussion on the quantum of Reserves Account fund transfers is in the Confidential Report Item 14.1 "Budget Funding Analysis". The amendments to the Reserve Fund Accounts proposed in **Table 2** are needed to provide the funding flexibility needed now and in the future. They are independent of any funding alternatives which may be decided arising out Confidential Report Item 14.1. They are commended to the WMRC.

## STATUTORY ENVIRONMENT

Clause 6.11 Reserve Accounts of the Local Government Act 1995 applies and requires WMRC to give one month's local public notice of the changes contemplated in **Table 2**. For the avoidance of any doubt the proposed use of reserve funds in the current financial year should be covered in any such notice.

## **CONSULTATION**

Nil

## **REPORT IMPLICATIONS**

### **Policy Implications**

Nil

### **Financial Implications**

Adjustments of expenses in 2017-18 and to the draft budget 2018-19 will need to wait until after the local public notice term of one month is met.

### **Strategic Implications**

The proposed changes to the Reserve Fund Accounts will provide the WMRC with greater flexibility when setting the strategic direction for the Statutory Budget 2018-19.

## **COMMENTS**

Nil

## **VOTING REQUIREMENT**

Absolute majority

## **RESPONSIBLE OFFICER RECOMMENDATION**

- 9.6.1**            **The proposed change of purpose and transfers for Reserve Accounts shown in Table 2 be endorsed and these be advertised as required by Clause 6.11 of the Local Government Act 1995.**
- 9.6.2**            **At the end of the one month notice required at 9.6.1 the necessary adjustment of expenses be completed.**

## **9.7 REVIEW OF BUSINESS AND WASTE OPERATIONS MODEL**

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**Responsible Officer: Acting Chief Executive Officer**

**Date: 26 March 2018**

**Attachment 5: Not Currently Available**

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The report on the above had not arrived at the time of preparing this agenda. If the report arrives after distribution of the agenda then subject to approval by the Chair of the WMRC will be considered as a late item.



**Responsible Officer:** ACTING CHIEF EXECUTIVE OFFICER

**Date:** 31 March 2018

**Attachment 6:** BASE DRAFT BUDGET 2018-19

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This report on the Draft Budget 2018-19 should be read in conjunction with Confidential Item 14.1 'Budget Funding Analysis'. Both these reports are the result of a team effort involving the Managers of Finance and Governance and Waste Operations.

Advice was emailed to members on 13 March 2018 indicating the draft budget 2018-19 attached to this report was unlikely to be fully completed by the WMRC meeting on 5 April 2018. Whilst the **Base** Draft Budget 2018-19 has been prepared, it is as previously advised at an 'order of cost' stage and importantly has not been checked. Consequently all estimates making up the draft budget are not finalised and are subject to change. There are also some provisional deferrals. It is therefore considered unwise for member Councils to base their budget on the Member Council draft fees and charges derived from these figures as they require more work before they can be relied on.

#### **SUMMARY**

The WMRC is requested to review the Draft **Base** Budget 2018-19 or Draft Statutory Budget at Attachment 6 and Confidential Item 14.1. It is suggested the review of these documents by the WMRC should aim to determine a strategy for the direction of the Statutory 2018-19 Budget to best manage the various financial pressures that exist. The Draft Budget 2018-19 will be finalised consistent with directions from the WMRC determined at the 5 April 2018 meeting.

Following this meeting the intention is to present the final Statutory Budget 2018-19 to the 7 June 2018 meeting of the WMRC to be considered for adoption.

In recent years the WMRC practice has been to adopt its statutory budget in June of each year to permit fees and charges to be set in place from 1 July each year. As part of this practice, proposed fees and charges for member Councils were estimated in April of each year from the budget figures then available. This meant early notice was given on fees and charges to member Councils to assist in the setting of their own budgets.

*However this practice was questioned in Council last year when the view was expressed that the completed budget should be available when considering fees and charges for member Councils. If the WMRC hold to this view then a special meeting in May 2018, at a date to be determined, would need to be called if early advice is to be provided to member Councils.*

## BACKGROUND

The budget is being prepared to include information required by the Local Government Act 1995, Local Government (Financial Management) Regulations 1996 and Australian Accounting Standards.

There is no reliable information available at this point on possible DiCOM operations in 2018-19. Hence the estimated funding for DiCOM operations cannot be quantified with any acceptable degree of confidence. There are also important budget funding matters to be determined in relation to waste operations more generally. Both these funding matters are discussed in Confidential Item 14.1 and options presented on how they might be best managed.

Consequently at this stage DiCOM operations are fully excluded from the Draft Budget 2018-19. This is therefore referred to as the **Base** Draft Budget 2018-19 because further expenses may have to be endured depending on what options in Confidential Item 14.1 are preferred by the WMRC.

## DETAIL

A comparison of Total Opex (excludes Reserves Transfers) and waste tonnes estimates for 2016-17, 2017-18 and the **Base** Draft Budget 2018-19 with **no DiCOM input** is shown in **Table 1**.

**TABLE 1**

Budget Description	Estimated Actual 2016-17	Original Budget 2017-18	Base Draft Budget 2018-19	% DECREASE
OPEX	5,454,876	5,381,610	5,298,895	1.56%
Waste Tonnes	21,300	19,670	17,711	9.96%

Whilst the Total Opex has declined each year over the last three years the waste tonnes received have also declined but by a much greater percentage. This means the unit rate/tonne charged to member Councils has increased. The Base Draft Budget 2018-19 increases the member Council fees and Charges (by 4% plus \$5 Increase in landfill levy) per tonne. Other Fees and charges increase by amounts generally of the same order.

Other notable points about the **Base** Draft Budget 2018-19:

- Includes for the increase in the landfill levy of \$5/Tonne from 1 July 2018.
- Has a deficit of **\$230,000** which needs to be funded to achieve a balanced budget
- The estimated loss of around \$160,000 expected from 2017-18 has not been accounted for and therefore a fund injection in 2017-18 year will be required to cover it.
- Funding for financial analysis is deferred
- Funding for the Integrated Planning Framework is deferred

- Funding for final review of the Business and Waste Operation Model is deferred.

As is seen at **Table 1** waste tonnages received will continue to decline in 2018-19. **Table 2** provides more detail by individual member Council on the waste and green waste tonnages expected to be received in 2017-18 and 2018-19.

**TABLE 2**

Description	Estimated Actual 2017-18		Base Draft Budget 2018-19	
	Waste Tonnes	Green Tonnes	Waste Tonnes	Green Tonnes
<b>MEMBERS</b>				
Subiaco	5380	660	5380	660
Claremont	2680	590	2224	590
Cottesloe	1870	280	1830	280
Mosman Park	2670	570	2312	560
Peppermint Grove	845	135	825	140
<b>Sub Total</b>	<b>13445</b>	<b>2235</b>	<b>12571</b>	<b>2230</b>
<b>OTHER</b>				
Commercial Customers	3870	2180	3600	1800
Resident Services	1540	480	1540	430
<b>Sub Total</b>	<b>5410</b>	<b>2660</b>	<b>5140</b>	<b>2230</b>
<b>TOTAL</b>	<b>18855</b>	<b>4895</b>	<b>17711</b>	<b>4460</b>

The need to identify real costs for the various waste services the WMRC provides continues to become more important as each year passes. The true expenses of individual services provides better information to Councillors when they are making value for money decisions and allows them to identify what cross subsidisation is occurring. **Table 3** below shows the estimated costs for the waste services based on the **Base Draft Budget 2018-19**

**TABLE 3**

SERVICES 2018-19	BUDGET TONNES	BUDGET EXPENSE \$	BUDGET EXPENSE \$/TONNE	BUDGET PROPOSED CHARGE \$/TONNE	BUDGET INCOME FEES AND CHARGES \$	SURPLUS /DEFICIT \$
<b>Silo Waste Services</b>	13,766	2,891,671	\$210.06	\$255.00	3,440,760	549,089
<b>Bulk Waste Services</b>	3,945	1,050,357	\$266.25	\$255.00	833,660	-216,697
<b>Recycling &amp; Problematic Waste</b>	N/A	343,677	N/A	N/A	23,400	-320,277
<b>Waste Education</b>	12,571	329,468	\$26.21	\$23.00	282,078	-47,390
<b>Green Waste</b>	4,460	493,277	\$110.60	\$85.00	401,400	-91,877
<b>Governance and Interest</b>	N/A	190,446	N/A	N/A	10,900	-102,866
<b>TOTAL</b>	<b>N/A</b>	<b>5,298,895</b>	<b>N/A</b>	<b>N/A</b>	<b>4,992,198</b>	<b>-230,017</b>

The WMRC’s attention is drawn to the estimated cost of each service. The budget income shown in **Table 3** is derived from all proposed fees and charges included in Tables 4, 5 and 6. It can easily be seen from **Table 3** that Silo Waste Services is the most expensive service although not in terms of \$/tonne.

A comparison of the estimated total cost to member Councils for the disposal of MSW through the Silos for 2017-18 and 2018-19 can be seen below

2017-18      12,760 tonnes @ \$240 = \$3,062,400  
 2018-19      11,316 tonnes @ \$255 = \$2,885,580

A comparison of the principal Fees and Charges from 2013-14 to 2018-19 can be seen in **Table 4**.

**TABLE 4**

<b>DRAFT WMRC MEMBER COUNCIL FEES AND CHARGES 2018-19</b>						
<b>SERVICE</b>	<b>2013-14 \$/Tonne</b>	<b>2014-15 \$/Tonne</b>	<b>2015-16 \$/Tonne</b>	<b>2016-17 \$/Tonne</b>	<b>2017-18 \$/Tonne</b>	<b>2018-19 \$/Tonne</b>
General Waste	185.25	230.95	230.95	231.00	240.00	255.00
Green Waste	65.00	70.00	77.00	80.85	82.00	85.00
Waste Education	12.67	13.05	16.30	21.25	22.00	26.00

A full list of Fees and Charges appears at **Tables 5 and 6** on pages 29 and 30 respectively

TABLE 5

<b>2018/19 Fees &amp; Charges</b>			
<b>Effective 1 July 2018</b>			
<i>JRF (Jim) McGeough Resource Recovery Facility</i>			
<i>Corner Brockway Road &amp; Lemnos Street, Shenton Park</i>			
Weekdays: 7.30am-3.45pm   Weekends: 10am-1pm   Public Holidays 7.30am-1pm			
Closed Christmas Day, New Year's Day & Good Friday			
<b>PER TONNE RATES</b>			
	<b>ex GST</b>	<b>GST</b>	<b>inc GST</b>
<b>Local Government General Waste</b>			
Member Council general waste	\$ 255.00	\$ 25.50	\$ 280.50
<b>Green waste</b>			
Council Greenwaste	\$ 85.00	\$ 8.50	\$ 93.50
<b>Waste Education Surcharge</b>			
Surcharge on general waste	\$ 23.00	\$ 2.30	\$ 25.30
<i>Waste Education surcharge payable on general waste disposed by the Town of Claremont, Town of Cottesloe, Town of Mosman Park, Shire of Peppermint Grove and City of Subiaco</i>			
<b>UNIT RATES</b>			
<b>Tip passes - member Council</b>			
Mixed waste	\$ 56.00	\$ 5.60	\$ 61.60
Green waste	\$ 37.00	\$ 3.70	\$ 40.70
<b>Tip passes - non-member Council</b>			
Mixed waste	\$ 56.00	\$ 5.60	\$ 61.60
Green waste	\$ 37.00	\$ 3.70	\$ 40.70
Interest payable on accounts outstanding for >35 days	8% per annum calculated daily		
<b>DISCOUNTS OF UP TO 10% MAY BE GRANTED AT THE DISCRETION OF THE CHIEF EXECUTIVE OFFICER</b>			

**TABLE 6**

<b>2018/19 Fees &amp; Charges</b>			
<b>Effective Friday 1 July 2018</b>			
<i>JRF (Jim) McGeough Resource Recovery Facility</i>			
<i>Corner Brockway Road &amp; Lemnos Street, Shenton Park</i>			
Weekdays: 7.30am-3.45pm   Weekends: 10am-1pm   Public Holidays 7.30am-1pm			
Closed Christmas Day, New Year's Day & Good Friday			
<b>PER TONNE RATES</b>			
	<b>ex GST</b>	<b>GST</b>	<b>inc GST</b>
<b>Commercial Waste</b>			
Waste - landfill	\$ 213.00	\$ 21.30	\$ 234.30
<i>Minimum charge</i>	\$ 72.73	\$ 7.27	\$ 80.00
<b>Green waste</b>			
Commercial Green waste	\$ 95.00	\$ 9.50	\$ 104.50
<i>Minimum charge</i>	\$ 36.36	\$ 3.64	\$ 40.00
<b>UNIT RATES</b>			
	<b>ex GST</b>	<b>GST</b>	<b>inc GST</b>
<b>Boot load</b>			
General waste	\$ 27.27	\$ 2.73	\$ 30.00
Green waste	\$ 18.18	\$ 1.82	\$ 20.00
<b>Small trailer (6x4 i.e. 1.8m by 1.2m)</b>			
General waste	\$ 72.73	\$ 7.27	\$ 80.00
Green waste	\$ 36.36	\$ 3.64	\$ 40.00
Sand and rubble	\$ 159.09	\$ 15.91	\$ 175.00
<i>NB: All larger trailers will be charged at the per tonne rate applicable to the appropriate waste classification</i>			
<b>Tyres (each; 4 tyres per person per visit)</b>			
Passenger, L.T. & 4 x 4	\$ 6.36	\$ 0.64	\$ 7.00
Passenger, L.T. & 4 x 4 on rim	\$ 10.91	\$ 1.09	\$ 12.00
Truck	\$ 16.36	\$ 1.64	\$ 18.00
Truck on rim	\$ 27.27	\$ 2.73	\$ 30.00
Super Single	\$ 27.27	\$ 2.73	\$ 30.00
Tractor/Grader	\$ 90.91	\$ 9.09	\$ 100.00
Other sizes on application	as applicable		
<b>Special waste</b>			
Mattresses OR Ensembles (will be recycled) (each - 4 max)	\$ 22.73	\$ 2.27	\$ 25.00
Asbestos (per sheet) (3 sheets max per person per visit)	\$ 13.64	\$ 1.36	\$ 15.00
<b>OTHER CHARGES</b>			
	<b>ex GST</b>	<b>GST</b>	<b>inc GST</b>
Penalty - Tipping with no payment	\$ 100.00	\$ 10.00	\$ 110.00
Special event access by prior arrangement (30 mins or part thereof)	\$ 105.00	\$ 10.50	\$ 115.50
Weighbridge usage charge by prior arrangement (per tonne)	\$ 5.00	\$ 0.50	\$ 5.50
Green handling charge by prior arrangement (per tonne)	\$ 5.00	\$ 0.50	\$ 5.50
E-waste handling charge by prior arrangement (per tonne)	\$ 30.00	\$ 3.00	\$ 33.00
Interest payable on accounts outstanding for >35 days	8% per annum calculated daily		
<b>DISCOUNTS OF UP TO 10% MAY BE GRANTED AT THE DISCRETION OF THE CHIEF EXECUTIVE OFFICER</b>			

## Capital Expenditure

The items of Capital Expenditure shown in **Table 7** below are proposed to be funded from Reserve Account funds. They are not yet included in Draft budget 2018-19. It should be noted that once included the waste operation expense will not change.

**TABLE 7**

<b>Capital Works</b>			
<b>Description</b>	<b>Asset Class</b>	<b>Budget \$</b>	<b>Comment</b>
HHW Carport Cover	Buildings	5,000	
HHW Plumbing to Cover	Infrastructure	6,000	
Waste Education Vehicle	Plant and Equipment	26,000	Small Van replaces RAV 4. Funds from Sale of RAV4 in 2018-19 Budget
<b>TOTALS</b>		<b>37,000</b>	

## Variance Reporting

Each year Council is required to adopt a percentage or value to be used in statements of Financial activity for reporting material variances, as required by Clause 34(5) of the Local Government (Financial Management) Regulations 1996.

At its Council Meeting held in August 2015, Council adopted a variance threshold of 10% for the 2014-15 and 2015-16 financial years. A continuation of a material variance threshold of 10% is recommended for the 2018-19 financial year.

## Reserves

The Draft Budget 2018-19 includes \$478,220 in Reserve Fund Transfers. However this will need to change to take account of WMRC decisions on options from Confidential Item 14.1 as agreed by the WMRC. The outcomes of WMRC decisions will be applied to the Final Statutory Budget 2018-19.

## **Salaries & Wages**

Salaries and wages estimated in the draft budget 2018-19 have increased by 12.75% from the Statutory Budget 2017-18. The reason for the increase includes

- CPI
- Re-Classification of some positions during 2017-18
- The proposed appointment of a new CEO involving significant extra funding
- The inclusion of payment of penalty rates in the Waste Education Budget Salaries Budget for after-hours work.

Salaries and Wages will be reviewed to see if any savings can be made before finalising the Statutory Budget. The ACEO will speak to this at the meeting on 5 April 2018.

## **STATUTORY ENVIRONMENT**

Section 6.2 of the *Local Government Act 1995* requires that not later than 31 August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, (by Absolute Majority) in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the next following 30 June.

Section 6.16 of the *Local Government Act 1995* permits the imposition of fees and charges when adopting the annual budget or during the financial year via an Absolute Majority decision of Council.

The Local Government (Financial Management) Regulations 1996 details the form and content of the budget.

## **CONSULTATION**

Nil

## **REPORT IMPLICATIONS**

### **Policy Implications**

Councillor Fees, Allowances and Reimbursements are consistent with the requirements of Band 4 of the Salaries and Allowances Tribunal 'Determination of Fees, Allowances and Expenses for Local Government Elected Council Members'

### **Financial Implications**

The proposed increase in member Council fees and charges will impact on member Council finances for the 2018-19 year as may budget estimate increases more generally.

### **Strategic Implications**

The Strategic implications of the draft budget 2018-19 need to be determined by the WMRC at their meeting on the 5 April 2018 after review and discussion of this report and Confidential Item 14.1.



## **COMMENTS**

Since 2013 there has been major uncertainty in the preparation of each annual budget due entirely to no progress on the DiCOM Project. Unfortunately this uncertainty is still present and as a result the **Base** Draft Budget 2018-19 is adversely affected.

## **VOTING REQUIREMENT**

Absolute majority

## **RESPONSIBLE OFFICER RECOMMENDATION**

**9.8.1 The Base Draft Budget 2018-19 be noted and be used as the basis of preparing the Statutory Budget 2018-19 for presentation at the WMRC meeting on 7 June 2018 so it may be considered for adoption**

## 10.1

WASTE EDUCATION UPDATE

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**Responsible Officer:** WASTE EDUCATION MANAGER

**Date:** 26 March 2018

**Appendices:** Nil

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**SUMMARY**

An information bulletin detailing Waste Education team activity for the period.

**BACKGROUND**

The Waste Education team provide community waste education and support Member Council staff in the WMRC Member Council area with the aim of Making Good Waste Practices Normal in the Western Suburbs.

Contents include:

1. DWER Community and Industry Engagement Grant application
2. Organics workshops
  - Cottesloe worm farming
  - Subiaco composting
3. Support for Member Council activities
  - Cottesloe Bin Tagging Project
  - Clean Up Australia Day
  - Mosman Park Community Fair
  - Claremont Sustainable Living Action Plan
4. Contributions to external events
  - Sculpture by the Sea
  - Cottesloe Central Love your Local Community Day
5. Planning/budget for 2018/19

**DETAIL**

1. DWER Community and Industry Engagement Grant application

The team made a \$75,000 application for funds through DWER's Community and Industry Engagement funding round. The application was for a three part project to evaluate and test the effectiveness of the Earth Carers program and new complementary interventions

including information, equipment and face to face communication. There has never been any systematic assessment of the Earth Carers course nor any benchmarking against other possible interventions. Expressions of support from Member Councils, WALGA and Mindarie Regional Council were included. However the \$1million funding round is known to have been heavily oversubscribed. Results are expected in May/June 2018.

WALGA also made several applications in this funding round, three of which the team has offered to support subject to resource constraints. These were a Container Deposit System trial at the Perth Royal Show, a community food waste reduction campaign and contamination reduction in multi-unit dwellings.

## 2. Organics workshops

The team ran a worm farming workshop in Cottesloe which attracted 40 people (including children). These were 16 resident families who received a worm farming kit, 11 further residents and 6 out of area families.

The composting workshop in Subiaco attracted 35 people. These were 15 resident families who received a composting kit, a further 12 residents and 11 out of area people.

Both of these workshops had over 60 enrolments of whom over 70% were from the WMRC region. The team is considering introducing a nominal charge for the workshop to decrease the dropout rate.

Attendees at both workshops will be followed up over 6-12 months to ascertain the longer-term effectiveness of the workshops.



*Residents with their worm farming kits, Cottesloe, 24<sup>th</sup> February*



*Residents with their composting kits, Subiaco, 10<sup>th</sup> March*

3. Support for Member Council activities (Cottesloe Bin Tagging Project, Clean Up Australia Day, Mosman Park Community Fair, Claremont Sustainable living action plan)

The team is coordinating, designing and running the ongoing bin-tagging program for the Town of Cottesloe. This work is a fulfilling a recommendation from the bin audits of 2017 and is funded by DWER education program monies granted to Town of Cottesloe in 2014.



*WMRC-recruited casual staff tagging bins in Cottesloe*

The team contributed to the Clean Up Australia Day event on North Cottesloe Beach which was organised by the Town of Cottesloe and Cottesloe Coastcare. The rubbish was audited and specific problem items (e.g. Mentos wrappers) separated.



*Clean up Australia Day with audited litter at Grant Marine Park, Cottesloe*

At the Mosman Park Community Fair, the team advised staff on promoting low waste options and ran a Fresh Water Café. Despite a peripheral position at the event this proved very popular with attendees.



*Free fresh filtered water at the Mosman Park Community Fair*

The team consulted the Town of Claremont staff to assist in drawing up their sustainable living action plan and community survey with a focus on items around waste.

4. Contributions to external events (Sculpture by the Sea, Cottesloe Central - Love your Local Community Day)

Sculptures by the Sea, again, borrowed our water bottle refill stations and bin toppers. There were some issues with ensuring that landfill and recycling bins were co-located and toppers used appropriately throughout the event. The team worked alongside Town of Cottesloe staff with the Sculptures by the Sea team to improve the situation and were involved in the event debrief with the aim of including a comprehensive waste management plan in the 2019 Sculpture by the Sea application.



*Water fountains in use at Sculpture by the Sea 2018*

The team had a stall at the Love your Local Community Day at Cottesloe Central promoting alternatives to single use shopping bags and information about the forthcoming plastic bag ban. This was in conjunction with Boomerang Bags (a community initiative that uses scrap fabric to make free reusable shopping bags). The public were interested and the shopping centre requested a follow up, larger reusable bag making event prior to the plastic bag ban.



*Single use plastic bag alternatives information table at Cottesloe Central*

#### 5. Planning/budget for 2018/19

The team plans some changes for the 2018/19 year to continue to increase its effectiveness in supplying waste education services to Member Councils. The aim is to prepare the Waste Education function for the future. This includes:

- Supporting Member Councils and aligning their waste education efforts where appropriate
- Broadening the reach of waste education services beyond those who are already undertaking good waste practices
- Delivering in depth education to those who wish to expand their waste reduction expertise to enable them to be 'seeds' in the community
- Collaborating with Member Council staff, event managers, community groups etc. to deliver services
- Enabling (rather than persuading) residents to dispose of waste items appropriately
- Encouraging low waste events to demonstrate and normalise both alternatives to disposability and correct separation

Some of this is dependent on the success or otherwise of the application for CIE funding (item 1 of this report) which should be known in May/June 2018. Allocations have been made in the Base draft Budget 2018-19 for Items a. to c. below.

- a. The first upgrade of the earthcarers.org.au website template in at least 8 years (around \$10,000). This is intended to increase accessibility (currently below specifications), include mobile access, and host an accurate A-Z disposal guide common across all Member Councils. Currently residents access any one of around 16 A-Z waste disposal guides of varying degrees of accuracy and completeness. The upgrade will retain much of the current waste education-related information on the site.

- b. A much-needed Community Problem-Waste Drop Off Day (e.g. tyres, textiles, e-waste and cardboard). This is intended to counter the ongoing issues with problem waste contamination particularly in the recycling and verge side waste streams reported by Member Councils and in audits. First estimates are that this will be of the order of \$11,000.
- c. Replacement of the pool vehicle which is years overdue for replacement.

## **MEDIA**

### **Social Media Content**

The team's social media presence continues to be an effective free medium for publicising waste education issues and events with a reach of 1,722 from 1,397 followers as of March 13<sup>th</sup>. The highest ranking post publicised the DWER plastic bag ban discussion paper.

### **Print Media Content**

The following article was featured in The Post on March 11<sup>th</sup>

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## **Rosalie recycles more batteries**

The batteries have been weighed and tallied and Rosalie Primary School is the 2017 School Battery Recycling Champion.

Students collected 313.2kg of batteries.

Coming second was Freshwater Bay Primary School, who collected 113kg while St Hilda's Junior School was third with 87kg.

In total, 804kg of batteries were collected in western suburb schools last year.

Christ Church Grammar Preparatory School collected the third highest number of batteries per student after joining the program in March last year.

More information on the recycling program can be found by visiting [earthcarers.org.au/schools/schools-battery-recycling-program](http://earthcarers.org.au/schools/schools-battery-recycling-program).

### **Staff issues**

Christine Parfitt has been recruited from a strong field of applicants to provide cover for Nabilla Antipas's maternity leave. Nabilla left on 16<sup>th</sup> March, Christine starts on 3<sup>rd</sup> April.



## **STATUTORY ENVIRONMENT**

WMRC Establishment Agreement 1998 6.1 (c)

## **CONSULTATION**

Nil

## **REPORT IMPLICATIONS**

### **Policy Implications**

Nil

### **Financial Implications**

All Waste Education activities are provided for in the existing budget.

### **Strategic Implications**

Activities are aligned to Key Strategy 4 of the Strategic Community Plan 2012/3 “Increase the knowledge and engage the local community to improve waste management”. They also contribute to Key Strategy 1 “Achieve a comprehensive, cost effective waste management service across the region”, Key Strategy 2 “Increase the number of Councils, businesses and people using our services” and Key Strategy 3 “Reduce waste to landfill”.

## **COMMENTS**

Nil

## **VOTING REQUIREMENT**

Simple majority

## **RESPONSIBLE OFFICER RECOMMENDATION**

**10.1.1 That Council note the Waste Education report to 26<sup>th</sup> March 2018**

## 10.2

## WASTE OPERATIONS PROGRESS REPORT FOR JANUARY/FEBRUARY 2018

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**Responsible Officer:** Waste Operations Manager

**Date:** 23 March 2018

**Attachment 7:** Waste Receipts Data

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### SUMMARY

This report provides updates on the status of waste operations. Council is required to receive the report.

### BACKGROUND

Nil

### DETAIL

#### Waste Statistics

Total waste receipts (excluding AWT waste) for the year to date are slightly down from this point in 2016-17. Member Council Waste tonnes are down compared to 2016-17.

Commercial tonnages in the year to date are up nearly 20% from 2016-17. Commercial Green Waste tonnes are down some 30% from this point in 16-17. **Attachment 7** provides waste receipts data to 28 February 2018.

#### AWT Plant

Since early February the AWT Plant has not been accepting waste. Comment for Councillors on the situation on the plant is detailed in the Brockwaste Confidential Progress Report at Item 14.2.

#### DER Licence & Planning Approval

Green Waste Area - The WMRC received a licence for the greenwaste area from the Department of Water and Environmental Regulation on 19 January 2018.

### STATUTORY ENVIRONMENT

Nil

### CONSULTATION

Nil

## **REPORT IMPLICATIONS**

### **Policy Implications**

Nil

### **Financial Implications**

Nil

### **Strategic Implications**

Nil

## **COMMENTS**

Nil

## **VOTING REQUIREMENT**

Simple majority of Council.

## **RESPONSIBLE OFFICER RECOMMENDATION**

**10.2.1 That Council receive the Waste Operations Report.**

## 10.3

## PROGRESS ON COUNCIL RESOLUTIONS

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**Responsible Officer:** Acting Chief Executive Officer

**Date:** 30 March 2018

**Attachment 8:** Progress on Council Resolutions

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### **SUMMARY**

A schedule showing progress on WMRC resolutions up to and including the 30 March 2018 meeting is presented in **Attachment 8**. The schedule is extracted from the master schedule which has a record of all WMRC resolutions from 2007. Only resolutions not finalised are shown on the schedule as presented.

### **BACKGROUND**

In October 2007 Council decided that an information bulletin item tracking the progress of Council resolutions be presented at future meetings.

### **DETAIL**

Refer to **Attachment 8**

### **STATUTORY ENVIRONMENT**

Local Government Act 1995

### **CONSULTATION**

Nil

### **REPORT IMPLICATIONS**

#### **Policy Implications**

Nil

#### **Financial Implications**

Nil

#### **Strategic Implications**

Nil

**COMMENTS**

Nil

**VOTING REQUIREMENT**

Simple majority

**RESPONSIBLE OFFICER RECOMMENDATION**

**10.3.1 That the information be received.**

- 11. MOTIONS FOR WHICH PREVIOUS NOTICE HAS BEEN GIVEN**
  
- 12. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**
  
- 13. URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION**
  
- 14. MATTERS BEHIND CLOSED DOORS**
  - 14.1 Confidential Report Budget Funding Analysis
  - 14.2 Brockwaste Confidential Progress Report
  
- 15. CLOSURE OF MEETING**