



# AGENDA

## ORDINARY COUNCIL MEETING (OC 05/17)

**5 October 2017**

**Commencing at 5.30pm**

City of Subiaco  
241 Rokeby Road  
Subiaco WA 6008



PHONE: (08) 9384 4003 FAX: (08) 9384 7511

EMAIL: [admin@wmrc.wa.gov.au](mailto:admin@wmrc.wa.gov.au) WEB: [wmrc.wa.gov.au](http://wmrc.wa.gov.au)

ADDRESS: Wearne House, 40 Marine Parade, Cottesloe WA 6011

POSTAL ADDRESS: PO Box 47, Mosman Park WA 6912



Dear Chairman and Councilors

I advise that an Ordinary Meeting of the Western Metropolitan Regional Council will be held at the City of Subiaco, 241 Rokeby Road, Subiaco WA 6008 on **Thursday 5 October 2017** commencing at **5.30pm**.

John J Stevenson  
**Acting Chief Executive Officer**

### Index

Item	Subject	Page
<b>1</b>	<b>Declaration of Opening</b>	<b>4</b>
<b>2</b>	<b>Record of Attendance and Apologies</b>	<b>4</b>
<b>3</b>	<b>Disclosures of Interests</b>	<b>4</b>
<b>4</b>	<b>Public Question Time</b>	<b>4</b>
4.1	Response to Previous Public Questions Taken on Notice	<b>4</b>
<b>5</b>	<b>Applications for Leave of Absence</b>	<b>4</b>
<b>6</b>	<b>Petitions, Approved Deputations and Public Statements</b>	<b>4</b>
<b>7</b>	<b>Confirmation of Previous Minutes (Attachment 1)</b>	<b>5</b>
<b>8</b>	<b>Confirmation of Special Meeting Minutes (Attachment 2)</b>	<b>5</b>
<b>9</b>	<b>Announcements by Person Presiding Without Discussion</b>	<b>5</b>
<b>10</b>	<b>Reports of Committees and Officers</b>	<b>6</b>
10.1	Audit Committee and Annual Report <b>(Attachment 3)</b>	<b>6</b>
10.2	Financial Statements <b>(Attachment 4)</b>	<b>8</b>
10.3	List of Payments and Sundry Debtors <b>(Attachment 5)</b>	<b>11</b>
10.4	Minutes of the CEOAC Meeting Held on 18 July 2017 <b>(Attachment 6)</b>	<b>13</b>
10.5	Plastic in July Foundation Proposal <b>(Attachment 7)</b>	<b>14</b>
10.6	Waste Exemption Request from Town of Claremont <b>(Attachment 8)</b>	<b>16</b>
10.7	Review of Local Government Act <b>(Attachment 9)</b>	<b>19</b>
10.8	Integrated Planning and Reporting Framework <b>(Attachment 10)</b>	<b>22</b>
10.9	Submission Western Australian Container Deposit Scheme <b>(Attachments 11 &amp; 12)</b>	<b>27</b>
10.10	Future State Government Discussion Papers – Submission Process	<b>29</b>

<b>11</b>	<b>Information Bulletins</b>	<b>31</b>
11.1	Waste Educators Report	<b>31</b>
11.2	Waste Operations Report ( <b>Attachment 13</b> )	<b>36</b>
11.3	Safety Management Progress Report	<b>38</b>
11.4	Progress on Council Resolutions ( <b>Attachment 14</b> )	<b>41</b>
<b>12</b>	<b>Motions for Which Previous Notice Has Been Given</b>	<b>43</b>
<b>13</b>	<b>Questions By Members of Which Due Notice Has Been Given</b>	<b>43</b>
<b>14</b>	<b>Urgent Business Approved by the Person Presiding or by Decision</b>	<b>43</b>
<b>15</b>	<b>Matters Behind Closed Doors</b>	<b>43</b>
15.1	Confidential Progress Report - DiCOM	<b>43</b>
<b>16</b>	<b>Closure of Meeting</b>	<b>43</b>

**1. DECLARATION OF OPENING**

**2. RECORD OF ATTENDANCE AND APOLOGIES**

**Councillors**

Cr Bruce Haynes	Acting Chairman	Town of Claremont
Cr L Hemsley		City of Subiaco
Cr B Pollock		Town of Mosman Park
Cr M Rodda		Town of Cottesloe

**Staff**

Mr J Stevenson	A/Chief Executive Officer	WMRC
Ms A Hynes	Waste Operations Manager	WMRC
Ms C Luangala	Business Manager	WMRC
Ms L Eustance	Waste Educator	WMRC
Ms A Bell	Executive Assistant	WMRC

**Apologies**

Cr C Hohnen

**Leave of Absence**

Nil

**Visitors**

Mr P Ward	Barrister	Francis Burt Chambers
-----------	-----------	-----------------------

**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 3 August 2017 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 3 August 2017 as a true and accurate record of proceedings.**

**8. CONFIRMATION OF MINUTES OF SPECIAL COUNCIL MEETING**

Minutes of the Special Council Meeting held on 7 August 2017 have been circulated previously under a separate cover and are at **Attachment 2**.

**RESPONSIBLE OFFICER RECOMMENDATION**

**That Council accepts the minutes of the Special Council Meeting held on 7 August 2017 as a true and accurate record of proceedings.**

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

## 10.1

AUDIT COMMITTEE AND ANNUAL REPORT

---

**Responsible Officer:** Business Manager

**Date:** 27 September 2017

**Attachment 3:** 2016/17 WMRC Audit Completion Report

**Under Separate Cover:** 2016/17 Annual Report (Under separate cover)

---

**SUMMARY**

The purpose of this report is to present the Audit Report for the financial year ended 30 June 2017 to the Audit Committee for consideration.

**BACKGROUND**

The Annual Report 2016/17 details the activities and performance of the organisation over the past year supported by the Annual Financial Report and Auditor's Report. The Annual Financial Report includes a statement of financial position as at 30 June 2017, a statement of comprehensive income, a statement of changes in equity and a statement of cash flows for the year ended 30 June 2017 inclusive of accounting policies and other explanatory notes and statements. The Annual Financial Report has been audited by Macri Partners, who have provided an unqualified opinion.

A local government is required to prepare an Annual Financial Report and submit it to its auditor by 30 September each year. The WMRC's Annual Financial Report for the period ending 30 June 2017 was submitted to the WMRC's auditor, Macri Partners, on 8 August 2017.

**DETAIL**

The WMRC's 2016/17 Annual Report, incorporating the audited Annual Financial Report for the year ended 30 June 2017, is presented in accordance with the provision of the *Local Government Act 1995* and addresses all required contents.

It is proposed the Annual Report be distributed in electronic format to key stakeholders and made available on the WMRC website ([www.wmrc.wa.gov.au](http://www.wmrc.wa.gov.au)).

Availability of the Annual Report will be advertised through a public notice in the Post Newspaper.

## **STATUTORY ENVIRONMENT**

Section 5.53 of the *Local Government Act 1995* requires a local government to prepare an Annual Report for each financial year. Section 6.4 of the *Local Government Act 1995* requires a local government to prepare submit its Annual Financial Report to its auditor by 30 September each year.

Section 5.54 of the *Local Government Act 1995* requires the Annual Report to be accepted by the Council no later than 31 December after that financial year.

## **CONSULTATION**

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

## **REPORT IMPLICATIONS**

### **Policy Implications**

Nil

### **Financial Implications**

Nil

### **Strategic Implications**

Nil.

## **COMMENTS**

The WMRC finished the financial year with a net deficit from operations of \$38,939 compared to a budgeted deficit of \$63,224. A loss on revaluation of non-current assets amounting to \$170,642 and an adjustment to revaluation of \$11,195 on disposal of plant, property and equipment resulted in a net total comprehensive income of \$220,776 deficit for the year ended 30 June 2017.

The WMRC has maintained its strong financial position during the year, with a healthy balance sheet reflecting net assets of almost \$5.8 million and cash investments of \$3.1 million.

## **VOTING REQUIREMENT**

Absolute majority.

## **RESPONSIBLE OFFICER RECOMMENDATION**

**That Council:**

- 1. Note the Audit Committee's recommendation that the WMRC Annual Financial Report for the year ended 30 June 2017 be adopted.**
- 2. Adopt the WMRC Annual Report 2016/17, including the audited Annual Financial Report for the year ended 30 June 2017.**

## 10.2

## FINANCIAL STATEMENTS

---

**Responsible Officer: Business Manager**

**Date: 27 September 2017**

**Attachment 4: July and August Monthly Management Accounts**

---

### 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 July and 31 August 2017.

As at 31 July 2017 Council had an operating deficit of \$85,704 compared to a budgeted operating deficit of \$80,144 with a variance of \$5,560. As at 31 August 2017 Council had an operating deficit of \$106,159 compared to a budgeted operating deficit of \$27,256 with a variance of \$78,903. The variances for July 2017 and August 2017 are primarily as a result of legal costs that are currently under budgeted. As such, the legal costs budget needs to be increased by \$536,700 in order to cover the anticipated legal costs for the 2017/18 financial year. This is to be funded from Council reserves as follows:

Reserve	Opening Balance 1 September 2017	Transfers to Reserve	Transfers from Reserve	Closing Balance 30 June 2018
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 May and June 2017.

### **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**

**That Council:**

- 1. Note the financial statements for the periods ended 31 July 2017 and 31 August 2017.**
- 2. Amend the 2017/18 Annual Budget to increase the legal costs budget by \$536,700, to be funded from Reserves.**

## 10.3

## LIST OF PAYMENTS AND SUNDRY DEBTORS

---

**Responsible Officer:** Business Manager

**Author:** Executive Assistant

**Date:** 27 September 2017

**Attachment 5:** July - August 2017 Payments and Debtors

---

### **SUMMARY**

The schedule of accounts paid for July and August 2017 are attached. The sundry debtors as at 28 September 2017 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:**

- 1. Endorse the schedule of accounts paid of \$401,492.14 and \$557,546.61 for the months of July and August 2017 respectively.**
- 2. Note the schedule of sundry debtors outstanding at 28 September 2017.**

## **10.4 MINUTES OF THE CEOAC MEETING HELD ON 19 SEPTEMBER 2017**

---

**Responsible Officer:** Acting Chief Executive Officer

**Date:** 26 September 2017

**Attachment 6:** Minutes CEOAC Meeting 19 September 2017

---

### **SUMMARY**

The minutes of the CEOAC meeting held on 19 September 2017 are at **Attachment 5**.

### **BACKGROUND**

Nil

### **DETAIL**

The CEOAC have recommended a course of action for Integrated Planning and Reporting Framework which is not up to date. This matter needs to be dealt with separately and a report item is at 10.8 for consideration.

There are no other recommendations from the CEOAC. Accordingly it is only necessary for the WMRC to receive the CEOAC minutes for 19 September 2107 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**

**10.3 The minutes of the CEOAC meeting on 19 July be received**

## 10.5 PLASTIC IN JULY – PROPOSAL FOR FOUNDATION

---

**Responsible Officer:** Acting Chief Executive Officer

**Date:** 26 September 2017

**Attachment 7:** Letter from Rebecca Prince-Ruiz and Proposal for Foundation for Plastic in July

---

### **SUMMARY**

A proposal has been received for the ongoing operation of Plastic in July campaign from Rebecca Prince – Ruiz. The proposal including the assignment of intellectual property is at **Attachment 7**.

### **BACKGROUND**

Rebecca Prince-Ruiz the originator and driving force of Plastic in July left the WMRC effective on 22 September 2017. Prior to leaving she discussed with me her ideas for the ongoing management of the Plastic in July campaign and was encouraged to submit a proposal for consideration by the WMRC.

### **DETAIL**

The proposal is in two parts.

1 - The establishment of Plastic Free July Foundation as an independent not for profit entity to be accredited with the Australian Charities and Not for Profits Commission. There will be no cost to the WMRC. Additionally assignment of the intellectual property for the Plastic in July campaign from the WMRC to the proposed foundation is requested. The WMRC would be acknowledged as the founding member of the Plastic in July campaign by the proposed foundation.

2 - To provide services required for the effective operation of future Plastic in July campaigns. It is estimated that up to 8 days work is required at a total cost of around \$4000 plus GST. Full details of the proposal are at Attachment 7 and these are self- explanatory.

### **STATUTORY ENVIRONMENT**

Nil

### **CONSULTATION**

Nil

### **REPORT IMPLICATIONS**

#### **Policy Implications**

Nil

#### **Financial Implications**

Nil

## **Strategic Implications**

Nil

## **COMMENTS**

The proposal made by Rebecca Prince-Ruiz is supported by management but the two parts of the proposal need to be dealt with separately as explained below.

The development of Plastic in July was undertaken by Rebecca Prince-Ruiz the majority of which was in her own time. This needs to be recognised in any consideration given by the WMRC. However intellectual property assignment and the setting up of a foundation are matters that it may be sensible for the WMRC to take professional advice on before finally committing to action.

In relation to the proposal for providing services for future Plastic in July campaigns this can be accepted by the A/CEO but is obviously subject to funds being included in the budget.

The Plastic in July campaigns form an important part of the WMRC waste education programmes and should continue to be supported. Clearly it will be more difficult for the WMRC to continue to deliver on this programme now that Rebecca Prince-Ruiz has left. The proposal now presented offers an attractive alternative at very reasonable cost to continue without undue disruption.

## **VOTING REQUIREMENT**

Simple majority

## **RESPONSIBLE OFFICER RECOMMENDATION**

**That Rebecca Prince-Ruiz be advised**

- 10.5.1 The proposal for Plastic in July is of interest to the WMRC**
- 10.5.2 Professional advice will be taken on the proposed foundation and assignment of intellectual property before responding on this part of the proposal**
- 10.5.3 The proposal for providing professional services for future plastic in July campaigns is acceptable but subject to future budget funding**

**Responsible Officer:** Waste Operations Manager

**Date:** 28 September 2017

**Attachment 9:** Claremont Request for Exemption – 23 May 2016

---

### **SUMMARY**

In May 2016, the Town of Claremont wrote to seek an exemption from the Waste Disposal Agreement with respect to kerbside collected source separated greenwaste.

### **BACKGROUND**

In 2012 Member Councils entered into a Waste Delivery Agreement (WDA) with the WMRC, agreeing to supply all waste to the WMRC, to enable the WMRC to comply with the Waste Supply Agreement (WSA) with DiCOM. Specific exemptions were given to Member Councils for waste types such as recycling, greenwaste and bulk waste.

In April 2014, the Town of Cottesloe wrote to formally seek an exemption from the WDA with respect to kerbside collected source separated greenwaste. At their meeting on 7 August 2014, Council resolved:

**That the WMRC grant the requested exemption and advise the Town of Cottesloe that the WMRC will investigate the additional costs in respect of any reduction in MSW tonnes to the WMRC Transfer Station as a result of granting the exemption.**

In May 2016, the Town of Claremont wrote to seek an exemption with respect to greenwaste delivered to the verge in a Mobile Garbage Bin (MGB).

At that time, the uncertainty around the future of the DiCOM Plant made this request difficult to address. This uncertainty persists even though the DiCOM Plant has come out of administration and commissioning has resumed. This is because whether the plant can be made to operate satisfactorily is still not known. However as it is over a year since the initial request from Claremont it is believed the WMRC needs to consider the matter at this time.

### **DETAIL**

The WMRC is required under the WSA to supply 33,000 tonnes per year of MSW to the AWT Plant. The MSW tonnes available from Member Councils has dropped from some 15,000 tonnes per year in 2010-2011, to some 12,000 tonnes per year in 2016-17. As the proportion of MSW supply to the AWT Plant sourced from outside the boundaries of the WMRC increases, so do the costs to Member Councils.

Any reduction of MSW delivered by member Councils to the WMRC will require the WMRC to replace it with MSW obtained elsewhere in order to meet its current WSA obligations. This

is expected to amount to an extra cost in the order of \$50 per tonne but is dependent on the several factors. While the Town of Cottesloe is currently the only WMRC Member Council using the three bin system, other Member Councils may wish to follow suit.

As a similar request by the Town of Cottesloe was previously granted, it is therefore suggested there could be some difficulty in rejecting this request on the grounds of inequity. It is of course possible by the end of the Calendar year a clear picture will have emerged and that could make this request easier to manage.

In relation to this request there is a need to now examine the overall impact of the gradual introduction of a third bin system through the Region as is being promoted by the Waste Authority. It is quite likely that at some future date the Waste Authority will require or encourage local government to implement the third bin system. It is clear that under present WSA arrangements as the third bin system is introduced significant increases in the WMRC waste charges to offset the likely loss of tonnes will occur. These possible increases need to be estimated as soon as practicable.

Discussion with the appropriate Town of Claremont officers on their request to estimate the likely reduction in waste available to the WMRC and the timing of the introduction of their third bin system proposal seems a good place to start.

Granting an exemption to Claremont at this time just seems like bowing to the inevitable so it is suggested this be granted with the Town of Claremont being requested to liaise directly with WMRC officers on this matter.

Councillors are requested to note that the Waste Delivery Agreement (WDA) with members will expire on 21 October 2018 unless it is renewed at the request of all members. Once the WDA is defunct the situation will change with exemptions no longer required but any deficits due to the operation WSA will need to be picked up by members. How this will operate in practice though is not clear. It is suggested that legal advice be obtained on this point.

## **STATUTORY ENVIRONMENT**

Nil

## **CONSULTATION**

Nil

## **REPORT IMPLICATIONS**

### **Policy Implications**

Nil

### **Financial Implications**

Could be significant, but must be estimated.

## **Strategic Implications**

Nil

## **VOTING REQUIREMENT**

Simple majority

## **RESPONSIBLE OFFICER RECOMMENDATION**

- 10.6.1**            **The WMRC advise the Town of Claremont**
- **An exemption will be granted for reduced waste following the introduction of their proposed third bin system**
  - **Of the implications of this report item**
  - **A discussion with the relevant Town of Claremont officers is requested on future impacts**
- 10.6.2**            **The Acting CEO obtain legal advice on the impacts of the Waste Delivery agreement as detailed in this report item**
- 10.6.3**            **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.**

## 10.7 REVIEW OF LOCAL GOVERNMENT ACT 1995

---

**Responsible Officer:** Acting Chief Executive Officer

**Date:** 26 September 2017

**Attachment 9:** WALGA Infopage and Discussion Paper on Review of Local Government Act 1995

---

### **SUMMARY**

The WMRC may wish to provide comment prior to 20 October 2017 on the Regional Council matters raised in the WALGA Discussion Paper (July 2017) on the Review of the Local Government Act 1995.

### **BACKGROUND**

The Minister for Local Government announced a Review of the Local Government Act 1995 and Regulations earlier this year. The process will be in two stages. The first stage will focus on modernising Local government. WALGA is carrying out a comprehensive consultation process with Member local Governments to inform sector views and priorities. The WALGA Infopage and Discussion paper on the Review of the Local Government Act 1995 is at **Attachment 9**.

### **DETAIL**

The WALGA Discussion Paper raises two specific Regional Council interests (points 1 and 2). Points 3 and 4 are considered relevant to the WMRC.

TOPIC	PAGE
1 Regional Council Provisions	12
2 Regional Subsidiaries	13
3 Tender Threshold	13
4 Fees and Charges	18

It is suggested that support for the WALGA position relating to Points 1 to 4 above set out in the Discussion paper be confirmed.

The statements on Regional Governments and Regional Subsidiaries have been extracted from the Discussion Paper and reproduced below for convenience of Councillors.

**Regional Local Governments: Position Statement**

Background

The compliance obligations of Regional Local Governments should be reviewed.

Currently, Regional Local Governments are treated by the *Local Government Act 1995* for the purposes of compliance, as if they were a Local Government.

The Association believes that this places an overly large compliance burden on Regional Local Governments. The large compliance burden reduces potential cost savings that aggregated service delivery may achieve through increased efficiency and acts as a disincentive for Local Governments to establish Regional Local Governments.

January 2012 – 9.1/2012

State Council Resolution

**Regional Subsidiaries**

Position Statement

That WALGA advocate for legislative and regulatory amendments to enable Regional Subsidiaries to:

1. Borrow in their own right;
2. Enter into land transactions; and,
3. Undertake commercial activities.

Background

The *Local Government Act 1995* was amended in late 2016 to enable Local Governments to establish regional subsidiaries, and this represents a significant advocacy achievement for the Local Government sector;

The *Local Government (Regional Subsidiaries) Regulations 2017*, which were enacted in early 2017, contain significant restrictions that limit the flexibility and will reduce the benefits of the regional subsidiary model;

In particular, the regulations prevent regional subsidiaries from borrowing from any organisation other than a constituent Local Government, entering into a land transaction, and commencing a trading undertaking; and,

This item recommends legislative and/or regulatory amendments to remove these restrictions that unnecessarily

**STATUTORY ENVIRONMENT**

Nil

## **CONSULTATION**

Nil

## **REPORT IMPLICATIONS**

### **Policy Implications**

Nil

### **Financial Implications**

Nil

### **Strategic Implications**

Nil

## **COMMENTS**

Much of the Local Government Review elements for example voting and rates will not directly affect Regional Councils. There are other elements of the review such as gifts and administrative processes that will. It is considered that on balance it would be best to leave the above matters to Constituent Councils to comment on as the impact on them will be much greater than on the WMRC.

## **VOTING REQUIREMENT**

Simple majority

## **RESPONSIBLE OFFICER RECOMMENDATION**

- 10.7.1 WALGA be advised the WMRC confirms support for the topics tabled above as set out in the WALGA July Discussion Paper**
- 10.7.2 In addition WALGA be advised the WMRC hopes to provide detailed comment on Regional Council compliance obligations at a later date**

## 10.8 INTEGRATED PLANNING AND REPORTING FRAMEWORKS

---

**Responsible Officer:** Acting Chief Executive Officer

**Date:** 26 September 2017

**Attachment 10:** Department of Local Government Assessment September 2014

---

### SUMMARY

The Integrated Planning and Reporting Framework and its current relevance was discussed by the WMRC at their meeting on 20 April 2017. The general view of the WMRC was that given the continued uncertainty of the DiCom Project and the passage of time the value of the following plans was much reduced.

- Strategic Community Plan
- Corporate Business Plan
- Long Term Financial Plan
- Asset Management plan

The WMRC resolved that a further report be prepared on the current state and age of these plans and presented to the WMRC in the early part of the 2017/18 financial year. Prior to such a report being presented to the WMRC the matter was considered by the CEOAC at their meeting on 19 September 2017.

### BACKGROUND

The last major decision on the Integrated Planning and Reporting Framework was taken at the WMRC's meeting on 1 December 2014 when the Department of Local Governments advice on Integrated Planning of September 2014 was noted and it was agreed to implement their recommendations. Since then it appears little or no action has been taken in relation to the Integrated Planning and Reporting Framework. It has also been removed from the reporting schedule to the WMRC since early 2016. There has been reference to the above plans in some internal documents and in the Annual Report. However in future references will need to reflect the reduced relevance of these plans until such time as they can be updated. It also needs to be noted that due to the delay in updating a non-compliance situation exists.

No funding has been provided in the 2017/18 Budget for updating the above plans

### DETAIL

The recommendations set out in the Department of Local Government Assessment of September 2014 at **Attachment 10** have been revisited as have the existing plans. A summary of the situation with each plan is set out under the headings below.

**Strategic Community Plan** – The Strategic Community Plan 2013/14 to 2023/24 was adopted on 4 April 2013. The Department of Local Government (DLGC) advised in September 2014 that this plan achieved the standards sought but two practice improvements were recommended as detailed below.

1. A strategic review every two years and a full review every four years
2. More descriptive data on the WMRC's relative resource position with commentary on what this means for progressing the plan.

The strategic review was not undertaken and the full review is late. It should have started in April 2017. Item 2 above has not been addressed.

A reading of the current plan shows it was prepared on the premise that the DiCom Project would be successful but to date this has not occurred. The plan needs to be rewritten to take account of recent developments which include but are not limited to:

- A full data update
- Reflect where appropriate current Waste Authority Planning
- Adaptation to the current difficult funding environment
- Strategic objectives to be amended and realigned
- Business and Waste Operations Model review to be reflected in plan

It makes no sense to commence the full review of this plan until certainty on the future of the DiCom project is resolved. This might be 12 months away. The nature and strategic value of this plan and its detail depends entirely on the outcome so it follows a deferral makes sense.

In any event the WMRC has not budgeted for this task and currently does not have the financial or staff resources necessary to undertake it. The staff resources it does have are being directed to the Business and Waste Operations Model review. It is therefore suggested that the full review of the Strategic Community Plan 2013/14 to 2023/24 be deferred until a final determination can be made on the DiCOM project. However it is suggested that funding for this plan is considered for inclusion in the 2018/19 Budget. The Director General of the DLGC will need to be advised accordingly.

**Corporate Business Plan** – The Corporate Business Plan 2012/13 to 2016/17 was adopted on 7 June 2012. The Department of Local Government (DLGC) advised in September 2014 that this plan achieved the standards sought but one practice improvement was recommended namely:

1. Provide further breakdown of the costs outlined on page 24-25 of the plan.

The practice improvement was not undertaken and the plan finished this year on 30 June 2017. The Corporate Business Plan consists of six strategic priorities comprising 64 individual tasks of which about 56% were progressing or complete. The table below shows figures from the middle of 2015 which will be close to the end result as very little work was done after this date.

## Corporate Business Plan (Cont)

STATUS	NUMBER OF TASKS	%
Completed	8	12.50
Progressing	28	43.70
Deferred	20	31.30
Not Started	7	10.90
Deleted	1	1.60

As a consequence of the Corporate Business Plan 2012/13 to 2016/17 ending a new plan will need to be prepared which will integrate with the other three plans making up the Integrated Planning Reporting Framework.

Preparing a new plan will face the same or similar difficulties identified above for updating the Strategic Community Plan 2013/14 to 2023/24. Therefore it is suggested that preparation of a new Corporate Business Plan be deferred on the same basis as the Strategic Community Plan.

**Long Term Financial Plan** - The Long Term Financial Plan 2012/13 to 2021/22 was adopted on 4 April 2013. The Department of Local Government (DLGC) advised in September 2014 that this plan achieved the standards sought except as noted below:

Item 2d Own Resource Revenue Ratio – The Rate Coverage ratio on page 16 should be replaced by the Own Source Revenue Ratio. Reference Regulation 50 Local Government Financial Management Regulations 1996 and Financial Ratio Guideline Number 18. This replacement has not yet occurred.

Due to the fact that the DiCom plant has not worked to date the WMRC has been unable to budget for this activity as expenses relating to the project are basically unknown. As a result of this it has not been possible to attend to the WMRC infrastructure programme. Consequently the plan has been out of date for quite some time and certainly has not been used except perhaps in a very cursory way.

A full review and update of the Long Term Financial Plan is now required but will face the same or similar difficulties identified above for updating the Strategic Community Plan 2013/14 to 2023/24. Therefore it is suggested that the full review and updating of the Long Term Financial Plan be deferred on the same basis as the Strategic Community Plan.

**Asset Management Plan** – The Asset Management Plan (2012/13 to 2016/17) was adopted on 4 April 2012. The Department of Local Government (DLGC) advised in September 2014 that this plan achieved the standards sought.

Due to the fact that the DiCom plant has not worked to date, most of the Asset Management Plan is redundant. As a result of the continuing uncertainty about the DiCom plant it has not been possible to attend to the WMRC asset management programme.

## **Asset Management Plan (Cont)**

Consequently the plan has been out of date for quite some time and certainly has not been used except perhaps in a very cursory way.

A full review and update of the Asset Management Plan is now required but will face the same or similar difficulties identified above for updating the Strategic Community Plan 2013/14 to 2023/24. Therefore it is suggested that the full review and updating of the Asset Management Plan be deferred on the same basis as the Strategic Community Plan.

## **STATUTORY ENVIRONMENT**

Return to full compliance when actions are completed

## **CONSULTATION**

Nil

## **REPORT IMPLICATIONS**

### **Policy Implications**

Nil

### **Financial Implications**

Nil

### **Strategic Implications**

Nil

## **COMMENTS**

Members discussed this item at some length. It was noted there was a compliance issue with the Integrated Planning and Recording Framework as the plans referred to above had not been reviewed and updated according to timetable. Members believed it should be made clear in the CEOAC recommendation to the WMRC that the proper management and governance of the WMRC had not been affected. This is reflected at recommendation at 10.8.3. Following the CEOAC meeting it was noted comment had been made by the Auditor in his report on the Long Term Financial Plan and Asset Management Plan and recommended these be updated. The recommendations on the report item reflect this but over a longer time frame.

## **VOTING REQUIREMENT**

Simple majority

## **CEOAC RECOMMENDATION**

**That it be recommended to the WMRC that:**

- 10.8.1**        **The WMRC receive the report and give consideration to allocating funds in the 2018/19 budget for the upgrading and renewal of these plans**
- 10.8.2**        **Work on these plans be deferred until such time as there is a reasonable degree of certainty about the future of the DiCOM Project noting it is possible this might not occur until after the 2018/19 year.**
- 10.8.3**        **The WMRC note that although the review and updating of the plans referred to above are behind their timetable this has not affected the proper management and governance of the WMRC and its functions.**
- 10.8.4**        **The A/CEO write to the Department of Local Government on Resolutions 1 to 3 above explaining the reasons for them and seeking the Departments concurrence on the WMRC proposed actions.**

## **10.9 SUBMISSION WESTERN AUSTRALIAN CONTAINER DEPOSIT SCHEME**

---

**Responsible Officer: WASTE EDUCATOR**

**Date: 22 September 2017**

**Attachment 11: Western Australian Container Deposit Scheme Discussion Paper**  
**Attachment 12: Western Australian Container Deposit Scheme Proposed Submission**

---

### **SUMMARY**

This report includes at **Attachment 12** a proposed submission from the WMRC on the Department of Water and Environmental Regulation (DWER) Container Deposit Scheme (CDS) discussion paper. The submission is broadly supportive of the scheme with recommendations for improvement including in the areas of data gathering for evaluating the effectiveness of the scheme and community benefit.

### **BACKGROUND**

As part of ongoing changes, the DWER has released a Discussion Paper on the forthcoming CDS. Detailed submissions have been invited closing with the DWER on 23 October 2017.

The proposed submission on the CDS discussion paper is presented for consideration of the WMRC

### **DETAIL**

**DWER have published a discussion paper on the proposed WA CDS scheme due to commence 1 January 2019. They are seeking feedback through two routes:**

- 1. A short online community survey to ascertain consumer preferences for how and where refunds will be made**
- 2. Detailed submissions on features of the CDS as outlined in their discussion paper at Attachment 11**

**The waste education staff have encouraged their contacts to complete the online survey and have requested the relevant staff of Member Councils circulate or publish a brief request to residents to do the same. Member Council staff have also been asked whether they intend making a submission, but replies are not complete at time of writing.**

**The proposed submission on the CDS includes recommendations which are broadly aligned with WALGA's draft submission.**

### **STATUTORY ENVIRONMENT**

WMRC Establishment Agreement 1998 6.1 (c)

## **CONSULTATION**

Member Council Staff  
WALGA staff

## **REPORT IMPLICATIONS**

### **Policy Implications**

Nil

### **Financial Implications**

The operation of the CDS is intended to increase eligible beverage container recycling and decrease the quantity of such containers going to landfill. This is likely to reduce the waste tonnages received at the Transfer Station but will decrease the amount of recyclables in default going to landfill. It also has the potential to benefit Member Councils by decreasing the quantity of such containers in the kerbside events and public open spaces streams and reducing litter clean-up costs.

### **Strategic Implications**

The CDS is aligned with the aim of the WMRC to make good waste practices normal in the Western Suburbs. Specifically it is aligned with the following key strategies in the Strategic Community Plan 2012/3:

- 1 Achieve a comprehensive, cost effective waste
- 2 Increase the number of Councils, businesses and people using our services - *for example, hosting a refund site at the Transfer Station.*

## **COMMENTS**

Nil

## **VOTING REQUIREMENT**

Simple majority

## **RESPONSIBLE OFFICER RECOMMENDATION**

- 10.9 That the Submission on the Western Australian Container Deposit Scheme be approved as presented together with any amendments determined by the WMRC and submitted to the DWER prior to 23 October 2017.**

## **10.10 FUTURE STATE GOVERNMENT DISCUSSION PAPERS – SUBMISSION PROCESS**

---

**Responsible Officer: WASTE EDUCATOR**

**Date: 22 September 2017**

**Appendices: Nil**

---

### **SUMMARY**

This report proposes a process for responding to future discussion papers forecast to be released by the Department of Water and Environmental Regulation (DWER).

### **BACKGROUND**

It is understood the DWER are to release three discussion papers on waste management issues in the near future. The consultation periods for these papers may not always align with Council meeting schedules. It is necessary to agree on a process for preparing and approving any submissions required for these papers.

### **DETAIL**

DWER have released a discussion paper on the Waste Strategy and Waste Levy for response by 16 November 2017. They are foreshadowing a further paper on a review of Waste Strategy for response early 2018 and are also likely to seek comment on the Plastic Bag Ban which takes effect from 1 July 2018. It is considered that it may be appropriate to make submissions on all three papers.

### **STATUTORY ENVIRONMENT**

WMRC Establishment Agreement 1998 6.1 (c)

### **CONSULTATION**

Nil

### **REPORT IMPLICATIONS**

#### **Policy Implications**

Nil

#### **Financial Implications**

Nil

#### **Strategic Implications**

There is an opportunity for the WMRCs voice to be heard at State Government level by responding to these papers and reflecting current WMRC opinion and relevant key strategies in the Strategic Community Plan 2012/3. The most relevant key strategies could come from numbers:

### **Strategic Implications**

- 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 Reduce waste to landfill
- 4 Increase the knowledge and engage the local community to improve waste management

### **COMMENTS**

A process needs to be developed for submissions that fall outside of the Council Meeting schedule. It is suggested as soon a discussion paper is available it would be circulated to councillors for information. The proposed submission when drafted would then be circulated to Councillors in each case for out of session comment followed by endorsement at the next Ordinary Council meeting. In making such a submission the DWER would be advised that due to timing constraints the submission is yet to be endorsed by council. The next submission is to be made on the discussion paper on the Waste Strategy and Waste Levy

### **VOTING REQUIREMENT**

Simple majority

### **RESPONSIBLE OFFICER RECOMMENDATION**

- 10.10 That the approach to developing submissions to State Government discussion papers outlined in this Item be utilised for the proposed submission on the DWER discussion paper on the Waste Strategy and Waste Levy.**

**11.1 Waste Education Update**

---

**Responsible Officer:** WASTE EDUCATOR**Date:** 22 September 2017**Appendices:** Nil

---

**SUMMARY**

An information bulletin detailing Waste Education team activity for the period

**BACKGROUND**

The Waste Education team provide community waste education in the WMRC Member Council area with the aim of Making Good Waste Practices Normal in the Western Suburbs. Impact in this period includes:

1. Presenting at the 2017 Waste & Recycling conference
2. The State Government's forthcoming Plastic Bag Ban
3. Worm farm workshop at St Luke's Community Garden in Mosman Park
4. Earth Carers volunteers tour SMRC waste facilities
5. Waste Minimisation at Celebrate Lake Claremont
6. Ongoing interactions with council staff, community and local schools

**DETAIL****1) Presenting at the 2017 Waste & Recycling Conference**

For the second year in a row there were two presentations from the WMRC Waste Educators at the Waste and Recycle Conference. Libby presented on "Putting theory into practice: waste education interventions based on Social Practice Theory" which drew on experience working with event organisers in the region. Jointly with a consultant, Colin Ashton-Graham, Rebecca facilitated a workshop on Plastic Free July. In addition there was an active washing up station for the reusable coffee mugs at the conference and a Plastic Free July display.



*Chairs of the Waste Authority and Keep Australia Beautiful and Waste Authority Staff enjoy the washing up station*

## **2) The State Government's forthcoming Plastic Bag Ban**

On 12 September 2017 the McGowan Labour Government announced lightweight, single-use plastic shopping bags will be banned in Western Australia from July 1 next year. The State-wide ban will bring Western Australia into line with South Australia, Tasmania, the Northern Territory and the Australian Capital Territory which already have plastic bag bans in place. Queensland has also vowed to ban the bag from July 1, 2018. Although plastic bags make up a relatively small portion of solid waste they can cause problems as contaminants in some waste management facilities, and as litter in the environment can significantly harm wildlife. As per the introduction of the container deposit scheme it is anticipated community and other stakeholders will have an opportunity to provide comment on the proposed ban. Council will have an opportunity to comment on any submission from the WMRC.

## **3) Worm farm workshop at St Luke's Community Garden in Mosman Park**

42 people enrolled in the successful Worm Farm Workshop on Saturday 9<sup>th</sup> September. The event is part of a series of worm farm and composting workshops to be held across our Member Council regions. The first 9 participants from the WMRC's member council areas also received a free worm farming kit.



*Recipients of worm farms look forward to setting up their systems*

## **4) Earth Carers volunteers tour SMRC waste facilities**

In July 21 Earth Carers volunteers and waste education staff toured the SMRC's Regional

Resource Recovery Centre in Canning Vale. The tour included visiting the composting facility, the greenwaste processing area and the Materials Recovery Facility which processes kerbside recycling. This was particularly interesting for Subiaco residents as the City of Subiaco's domestic recycling is processed by this facility.



*Staff and volunteers at the SMRC RRRRC*

#### 5. Waste Minimisation at Celebrate Lake Claremont

Again the WMRC Waste Education Team worked with the Town of Claremont to minimise waste at this event which was promoted to be plastic free. The event received a gold star ranking reflecting a high level of waste minimisation achieved using the WMRC Event Waste Minimisation checklist with a score of 91%. Earth Carers volunteers supported staff to run a washup station and water refill station to avoid use of disposables and minimise waste.



*Earth Carers volunteers at water station*



*Coffee vendor using reusable cups*

#### 6) Ongoing interactions with council staff, community and local schools

Following the successful Plastic Free July beach clean-up the Team has been working with Town of Cottesloe staff to work towards source reduction of common litter items such as plastic packaging from restaurants and cigarette butts. Staff borrowed the Team's set of 100 ceramic cups and washing up kit for use at the Music for Pleasure concert series to minimise waste created at the afternoon tea.

Subsequent to another successful Plastic Free July challenge, the Team have been asked to speak about the initiative at local events including Perth Modern School, a local community movie night and a community forum organised by the Conservation Council of WA.

Staff have been advising teachers and secondary students from Christ Church Grammar School on the problems of plastic waste and litter and are exploring options to engage with the school further to develop waste minimisation plans.

There has been increasing demand for the Waste Education team's loan item including the water stations, cups and washing up kits for events including the ICEA Classic, Celebrate Lake Claremont, Perth Royal Show and the Garage Sale Trail. The bin toppers have been in use at Subiaco Farmers' Market throughout the winter.

The team has been working with the Royal Agricultural Society and Cleanaway to audit bins during the Perth Royal Show.

The next Earth Carers training course, starting mid-October was fully booked with 50 participants six weeks before the course start.

The Waste Education Team are finalists in United Nations Association of Australia WA Division Awards. The winner will be announced on 27<sup>th</sup> October.

### **Press Coverage**

#### **The following event has been covered by the Press**

Lindsay Miles, one of our Earth Carer volunteers was interviewed by Channel 9 on the forthcoming state-wide plastic bag ban.

### **Staff issues**

Two members of staff, Libby and Nabilla, were on leave through much of the period. Rebecca has left the WMRC as of 22<sup>nd</sup> September to set up the Plastic Free July Foundation.

### **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**

**That Council note the Waste Education report to 22<sup>nd</sup> September 2017.**

## 11.2

## WASTE OPERATIONS PROGRESS REPORT FOR JULY/AUGUST 2017

---

**Responsible Officer:** Waste Operations Manager

**Date:** 26 September 2017

**Attachment 13:** Waste Receivals Data

---

### 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 receivals for the year to date are over 5% down from previous years. Member Council Waste tonnes are on track with this point in 2016-17.

Commercial tonnages in the year to date are down 20%. Green Waste tonnes are down 15%. Appendix 1 provides waste receivals data to 31 August 2017.

#### AWT Plant

The AWT Plant resumed some operations from 4 September 2017, under the new owners of DiCOM, Shenton Energy. Dry system tests were run on MRF equipment in early September, with small amounts of waste supplied by the WMRC. Further deliveries of 35 tonnes were requested on several days in late September, for tests of the wet separation system.

Performance of the AWT Plant has been irregular, with tonnes actually accepted ranging from 0 – 20 tonnes per day. Issues so far have included problems with the Plant's forklift and a snapped chain conveyor. Full system ramp up was, at the time of writing, indicatively scheduled to start in late September 2017, with delivery of 220 tonnes per day (design capacity) requested from the WMRC and the City of Stirling. The Waste Operations Manager will provide a verbal update at the Council Meeting.

## **DER Licence & Planning Approval**

Greenwaste Area - The WMRC's licence application with the Department Environment Regulation (DER) in respect of the green waste processing area is still with the DER awaiting approval. DER has indicated they will not move further on the application until planning approval for the area is obtained. A planning application has been submitted to the City of Nedlands, who have notified the WMRC the application has been placed on hold until a maintenance order on an adjoining property is finalised. The City has also requested further information regarding the application, which is being collated.

## **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**

**That Council receive the Waste Operations Report**

## 11.3

## SAFETY MANAGEMENT PROGRESS REPORT

---

**Responsible Officer:** Waste Operations Manager

**Date:** 26 September 2017

**Attachments:** Nil

---

### SUMMARY

Safety management's issues are discussed below. Council are requested to note the report.

### BACKGROUND

Nil

### DETAIL

The following safety actions have occurred in July, August and early September:

- **A Safety Committee Meeting was held.**
- **A hazard inspection of the administration office was conducted, with two minor actions arising.**
- **Line marking of speedbumps to improve visibility was carried out.**

The safety incident reported at the August Council meeting was reported on in the Post newspaper on 11 August 2017.

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

<b>Hazard</b>	<b>Current Controls</b>	<b>RRR Likelihood</b>	<b>RRR Consequence</b>	<b>RRR Risk Rating</b>	<b>RRR Classification</b>	<b>Actions Required + Target Dates</b>
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.
---	--	--------	----------	------	--------------------	--

Safety Statistics	July – August 2017	September 2016 – August 2017	Definition
<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	1	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, and burns splinters etc. which do not require professional medical care.
<b>(NM)</b> Near Miss	None	1	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**

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

## 11.4

## PROGRESS ON COUNCIL RESOLUTIONS

---

**Responsible Officer:** Acting Chief Executive Officer

**Date:** 26 September 2017

**Attachment 14:** Progress on Council Resolutions

---

### **SUMMARY**

A schedule showing progress on WMRC resolutions up to and including the 3 August 2017 meeting is presented in **Attachment 14**. 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 14**

### **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**

**That the information be received.**

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