

Western Metropolitan Regional Council



# ABRIDGED MINUTES

ORDINARY REGIONAL COUNCIL MEETING

(RC 13/03)

6 June 2013

5.30pm

City of Subiaco  
241 Rokeby Road  
Subiaco WA 6008



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**ADDRESS:** Wearne House, 40 Marine Parade, Cottesloe WA 6011  
**POSTAL ADDRESS:** PO Box 47, Mosman Park WA 6912

## 1. DECLARATION OF OPENING

The meeting commenced at 5.30pm

## 2. RECORD OF ATTENDANCE AND APOLOGIES

<b>Delegates</b>	
Mayor R Norris	Town of Mosman Park
Councillor B Haynes	Town of Claremont
Councillor C Hohnen	Shire of Peppermint Grove
Councillor V Strzina	Town of Cottesloe
Councillor D Leeder	City of Subiaco

<b>Staff</b>	
Mrs R Goodwin	Acting Chief Executive Officer
Ms N Zayan	Sustainability and Waste Education Manager
Ms A Hynes	Engineer
Mrs J Littlewood	Office Manager (Minutes)

<b>In Attendance</b>	
Mr John Hogg	

<b>Apologies</b>	
Councillor G Trinder	City of Subiaco

## 3. DISCLOSURE OF INTEREST

Nil

## 4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

## 5. PUBLIC QUESTION TIME

Nil

## 6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

## 7. PETITIONS, APPROVED DEPUTISATIONS AND PUBLIC STATEMENTS

Nil

## 8. CONFIRMATION OF PREVIOUS MINUTES

Minutes of the Western Metropolitan Regional Council Meeting (13/02) which was held on 4 April 2013 were circulated previously under a separate cover and are attached.

Minutes of the Western Metropolitan Regional Special Council Meeting (13/01) which was held on 2 May 2013 were circulated previously under a separate cover and are attached.

### Recommendation

- The minutes of the Western Metropolitan Regional Council Meeting (13/02) held on 4 April 2013 be confirmed as a true and correct record.
- The minutes of the Western Metropolitan Regional Special Council Meeting (13/01) held on 2 May 2013 be confirmed as a true and correct record.

MOVED: Councillor V Strzina

SECONDED: Councillor C Hohnen

**MOTION CARRIED 4/0**

## 9. STAFF REPORTS

9.1	FINANCIAL STATEMENTS
<b>Officer Recommendation:</b> <ul style="list-style-type: none"><li>• That the financial statements for the period ended 31 March 2013 and 30 April 2013 be noted.</li></ul>	
<b>Committee Discussion and Recommendation:</b> <i>Committee:</i> <input checked="" type="checkbox"/> Operations Committee <input type="checkbox"/> Audit Committee <input type="checkbox"/> Strategic Review Committee <i>Moved:</i> Mr M Ledger <span style="margin-left: 150px;"><i>Seconded:</i> Mr D McCann</span> <ul style="list-style-type: none"><li>• That the financial statements for the period ended 31 March 2013 and 30 April 2013 be noted.</li></ul> <p style="text-align: right;"><b>CARRIED UNANIMOUSLY</b></p>	
<b>Council Discussion and Resolution:</b> Councillor Hohnen asked what happened to the amount identified as depreciation. The Acting	

CEO explained that an amount equivalent to depreciation is placed into Reserves to pay for the replacement of plant and equipment once it has depreciated. The Acting CEO added that the monthly Financial Statements account for depreciation each month, but the actual transfer of funds into Reserves usually occurs at the end of the financial year,

Councillor Hohnen asked what the expected surplus in 2013/14 is.. The Acting CEO advised that the projected surplus is approximately \$350,000.

Moved: Councillor V Strzina

Seconded: Councillor D Leeder

- That the financial statements for the period ended 31 March 2013 and 30 April 2013 be noted.

**MOTION CARRIED 4/0**

## 9.2 LIST OF PAYMENTS AND SUNDRY DEBTORS

### ***Officer Recommendation:***

- That the schedule of accounts paid of \$1,184,699.21 for the months of January and February 2013 be endorsed.
- That the schedule of sundry debtors outstanding at 20 March 2013 be noted.

### ***Committee Discussion and Recommendation:***

*Committee:*  Operations Committee  Audit Committee  Strategic Review Committee

Moved: Mr M Iedger

Seconded: Mr D McCann

- That the schedule of accounts paid of \$1,184,699.21 for the months of January and February 2013 be endorsed.
- That the schedule of sundry debtors outstanding at 20 March 2013 be noted.

**CARRIED UNANIMOUSLY**

### ***Council Discussion and Resolution:***

Councillor Haynes asked for an explanation of the payment for \$10,890 to Powerhouse Professional. The Acting CEO explained it was for weekly professional development training for the Business Development Manager and Engineer. Councillor Leeder asked if the WMRC has a training and development budget. The Acting CEO confirmed the WMRC has a separate training and development budget for Administration, Earth Carers and Transfer Station.

Moved: Councillor B Haynes

Seconded: Councillor V Strzina

- That the schedule of accounts paid of \$1,184,699.21 for the months of January and February 2013 be endorsed.
- That the schedule of sundry debtors outstanding at 20 March 2013 be noted.

**MOTION CARRIED 4/0**

## 9.3 INVESTMENT REGISTER

**Officer Recommendation:**

- That the investment register for the periods ended 31 March 2013 and 30 April 2013 be noted.

**Committee Discussion and Recommendation:**

Committee:  Operations Committee  Audit Committee  Strategic Review Committee

Moved: Mr D Norgard

Seconded: Mr M Ledger

- That the investment register for the periods ended 31 March 2013 and 30 April 2013 be noted

**CARRIED UNANIMOUSLY**

**Council Discussion and Resolution:**

Moved: Councillor C Hohnen

Seconded: Councillor D Leeder

- That the investment register for the periods ended 31 March 2013 and 30 April 2013 be noted.

**MOTION CARRIED 4/0**

**9.4 2013/2014 FEES AND CHARGES**

**Officer Recommendation:**

That:

- Council adopts the 2013/14 fees and charges for the JFR (Jim) McGeough Resource Recovery Facility, forming an attachment to this report, to be effective from 1 July 2013.
- The relevant fees and charges be advertised in accordance with section 6.19 of the *Local Government Act 1995*.
- All customers be advised of the 2013/14 fees and charges.

**Committee Discussion and Recommendation:**

Committee:  Operations Committee  Audit Committee  Strategic Review Committee

The CEO spoke to the report and explained that the 2014/2015 fees and charges may be more than 3% depending on the DiCOM Service Fee landfill levy

Moved: Mr M Ledger

Seconded: Mr D McCann

That:

- Council adopts the 2013/14 fees and charges for the JFR (Jim) McGeough Resource Recovery Facility, forming an attachment to this report, to be effective from 1 July 2013.
- The relevant fees and charges be advertised in accordance with section 6.19 of the *Local Government Act 1995*.

- All customers be advised of the 2013/14 fees and charges.

**CARRIED UNANIMOUSLY**

***Council Discussion and Resolution:***

Moved: Councillor D Leeder

Seconded: Councillor Hohnen

That:

- Council adopts the 2013/14 fees and charges for the JFR (Jim) McGeough Resource Recovery Facility, forming an attachment to this report, to be effective from 1 July 2013.
- The relevant fees and charges be advertised in accordance with section 6.19 of the *Local Government Act 1995*.
- All customers be advised of the 2013/14 fees and charges.

**MOTION CARRIED 4/0**

**9.5 LONG TERM FINANCIAL PLAN REVISION**

***Officer Recommendation:***

- That Council adopt the revised Long Term Financial Plan included as attachment 1 to this report.

***Council Discussion and Resolution:***

The Acting CEO spoke to the report. She explained that uncertainty around the final DiCOM Service Charge means the Long Term Financial Plan assumes the higher end of what the fee could be. This presents a less than attractive financial position. Councillor Strzina said he supported the inclusion of extremely conservative assumptions in the Long Term Financial Plan. Councillor Hohnen stated that the current operating ratio figures in section 2.5 of the Long Term Financial Plan were very low in some years. The Acting CEO explained that Reserves would be utilised to fund capital works planned in these years. Councillor Strzina proposed an asterisk be placed next to the current operating ratio figures and a comment inserted that WMRC has sufficient Reserves to fund operating deficits. .

Moved: Councillor B Haynes

Seconded: Councillor V Strzina

- That Council adopt the revised Long Term Financial Plan included as attachment 1 to this report.

**MOTION CARRIED 4/0**

**9.6 REVALUATION OF WMRC ASSETS**

***Officer Recommendation:***

- That the revaluation of the WMRC assets from the historical cost method to fair market

value be noted and incorporated in the 2012/2013 Annual Report.

***Committee Discussion and Recommendation:***

Committee:  Operations Committee  Audit Committee  Strategic Review Committee

Moved: Mr D Norgard

Seconded: Mr D McCann

- That the revaluation of the WMRC assets from the historical cost method to fair market value be noted and incorporated in the 2012/2013 Annual Report.

**CARRIED UNANIMOUSLY**

***Council Discussion and Resolution:***

Moved: Councillor V Strzina

Seconded: Councillor B Haynes

- That the revaluation of the WMRC assets from the historical cost method to fair market value be noted and incorporated in the 2012/2013 Annual Report.

**MOTION CARRIED 4/0**

**9.7 MOTOR VEHICLE POLICY**

***Officer Recommendation:***

- That Council adopt WMRC Policy 28: Light Motor Vehicles.
- That the Chief Executive Officer be delegated to purchase and replace motor vehicles consistent with this policy.

***Committee Discussion and Recommendation:***

Committee:  Operations Committee  Audit Committee  Strategic Review Committee

Mr Ledger suggested focusing on years rather than kilometres.

Mr Norgard enquired whether the WMRC received the Government fleet pricing on vehicles, and also if it would be better to trade at 9 months, then the WMRC might be able to make a \$0.00 trade off cost. Mr Norgard then stated that the resale needs to be a priority and the whole cost of the car should be taken into consideration and when would be the optimum time to trade or change the car.

Moved: Mr M Ledger

Seconded: Mr D Norgard

- That Council adopt WMRC Policy 28: Light Motor Vehicles.
- That the Chief Executive Officer be delegated to purchase and replace motor vehicles consistent with this policy.

**CARRIED UNANIMOUSLY**

**Council Discussion and Resolution:**

The Acting CEO spoke to the report.

Councillor Haynes referred to the comments of the Operations Committee and asked why the policy proposes motor vehicles be replaced after three years or 50,000km. The Acting CEO advised that these appeared to a consistent approach of other local governments, but the Administration had not undertaken a detailed analysis. Mayor Norris supported the policy but proposed the Administration undertake further analysis next time the policy is due for review.

Moved: Councillor C Hohnen

Seconded: Councillor B Haynes

- That Council adopt WMRC Policy 28: Light Motor Vehicles.
- That the Chief Executive Officer be delegated to purchase and replace motor vehicles consistent with this policy.

**MOTION CARRIED 4/0**

**9.8**

**INTRODUCTION OF THREE BIN SYSTEM**

**Officer Recommendation:**

That:

- Council supports the source separation of greenwaste at the kerbside.
- Council notes that the source separation of greenwaste at the kerbside is not expected to adversely impact on the DiCOM recovery rate and WMRC would therefore be prepared to offer a written exemption under the Waste Delivery Agreement for member Councils who pursue this option.
- At this stage, WMRC is unable to accept greenwaste from fortnightly kerbside services at the Waste Transfer Station.
- The Administration investigates options that would allow kerbside collected greenwaste to be received at the Waste Transfer Station.

**Committee Discussion and Recommendation:**

Committee:  Operations Committee  Audit Committee  Strategic Review Committee

Mr Poynton raised concerns about WMRC supporting source separation of greenwaste at the kerbside without knowing that the greenwaste would be appropriately processed and recycled.

Mr Poynton proposed the WMRC prepare a detailed report for the member Councils on how the region could implement the 'Best Practice Guidelines for Kerbside Collections'. He said this should include investigations into the environmental, economic and social outcomes of the service.

The CEO said the WMRC's Business Case for Regional Waste Management included a detailed analysis of the kerbside service. The Business Case recommended an 'opt-in' kerbside greenwaste service would provide the best environmental, economic and social outcomes for the region. The CEO added that the member Councils prefer to make their own decision on collection services. The WMRC is simply stating a position to support member Councils who wish to introduce a kerbside greenwaste service.

The Business Development Manager said that responsibility lies with the Councils to ensure their



greenwaste is appropriately recycled after it is collected if it is not delivered to the WMRC, similar to kerbside recyclables.

Mr Askew said he is making a recommendation to the Cottesloe Council that the Town seek the community's opinion on the introduction of a kerbside greenwaste service. He stated that if the community supported the greenwaste kerbside service the Council would proceed to achieve cost savings. He added that the Town would initially seek a collect and dispose contract for greenwaste as the WMRC will not accept kerbside collected greenwaste.

Mr Poynton said he would still like to see more information on the workability of processing kerbside greenwaste. He requested more information on the processing options for kerbside collected greenwaste and the risks associated with it be included in the report before it is presented to the WMRC Council.

Mr Tindale requested more information on the environmental benefits of a kerbside greenwaste service be included in the report before it is presented to the WMRC Council.

All members welcomed investigations by WMRC that would allow kerbside greenwaste to be accepted at the Waste Transfer Station.

Moved: Mr K Poynton

Seconded: Mr C Askew

That:

- Pending the release of the 'Best Practice Guidelines for Kerbside Collections', Council supports the source separation of greenwaste at the kerbside, where the collected greenwaste is appropriately composted.
- Council notes that the source separation of greenwaste at the kerbside is not expected to adversely impact on the DiCOM recovery rate and WMRC would therefore be prepared to offer a written exemption under the Waste Delivery Agreement for member Councils who pursue this option.
- At this stage, WMRC is unable to accept greenwaste from fortnightly kerbside services at the Waste Transfer Station.
- The Administration investigates options that would allow kerbside collected greenwaste to be received at the Waste Transfer Station.

**CARRIED UNANIMOUSLY**

***Committee Discussion and Recommendation:***

Committee:  Operations Committee  Audit Committee  Strategic Review Committee

The CEO and Business Development Manager spoke to the report.

Moved: Mr D Monteiro

Seconded: Mr M Ledger

That:

- Pending the release of the 'Best Practice Guidelines for Kerbside Collections', Council supports the source separation of greenwaste at the kerbside, where the collected greenwaste is appropriately composted.
- Council notes that the source separation of greenwaste at the kerbside is not expected to adversely impact on the DiCOM recovery rate and WMRC would therefore be prepared to offer a written exemption under the Waste Delivery Agreement for member Councils who

pursue this option.

- At this stage, WMRC is unable to accept greenwaste from fortnightly kerbside services at the Waste Transfer Station.
- The Administration investigates options that would allow kerbside collected greenwaste to be received at the Waste Transfer Station.

**CARRIED UNANIMOUSLY**

***Council Discussion and Resolution:***

Councillor Haynes asked the Acting CEO to explain why a third bin was needed. The Acting CEO said the Administration is not advocating for a third bin, but explained that the State Government has released a better practice guidelines for kerbside collection services which proposed a third bin and expects that the members will start to consider how a third bin may reduce their waste disposal costs. She proposed it would be better to have the discussion and for Council to adopt a position instead of each member Council enquiring about the third bin individually.

Councillor Haynes enquired why the greenwaste would be rejected by DiCOM. The Acting CEO explained that greenwaste in the general waste bin smaller than 40mm, such as grass cuttings and leaves, would be processed by DiCOM but that anything bigger would not pass through the 40mm screen and would therefore be reject material taken to landfill.

Councillor Leeder stated that there was a big demand for mulched greenwaste and had the WMRC thought about this. The Acting CEO agreed with Councillor Leeder, but explained that greenwaste collected in kerbside bin risks being contaminated and grinding contractors require a preliminary sort to be undertaken before it can be recycled. She added that at present the WMRC did not have the room to store kerbside collected greenwaste separately from clean greenwaste delivered to the site. She suggested it would be a good service for WMRC to provide, but until a feasibility study is undertaken the advice to member Councils needs to be that the WMRC cannot currently accept kerbside collected greenwaste at the Transfer Station. Councillor Hohnen suggested that the WMRC look at options and a feasibility study to receive kerbside collected greenwaste if one or more member Councils implement the service.

Moved: Councillor V Strzina

Seconded: Councillor C Hohnen

That:

- Pending the release of the 'Best Practice Guidelines for Kerbside Collections', Council supports the source separation of greenwaste at the kerbside, where the collected greenwaste is appropriately composted.
- Council notes that the source separation of greenwaste at the kerbside is not expected to adversely impact on the DiCOM recovery rate and WMRC would therefore be prepared to offer a written exemption under the Waste Delivery Agreement for member Councils who pursue this option.
- At this stage, WMRC is unable to accept greenwaste from fortnightly kerbside services at the Waste Transfer Station.
- The Administration investigates options that would allow kerbside collected greenwaste to

be received at the Waste Transfer Station.

**MOTION CARRIED 4/0**

**9.9 2013 ANNUAL DINNER**

***Officer Recommendation:***

- That the 2013 WMRC Annual Dinner be held at Mosmans Restaurant on Saturday 10 August 2013.
- The WMRC dinner be held on a biennial basis from 2013.

***Committee Discussion and Recommendation:***

*Committee:*  Operations Committee  Audit Committee  Strategic Review Committee

Moved: Mr D Norgard

Seconded: Mr D Monteiro

- That the 2013 WMRC Annual Dinner be held at Mosmans Restaurant on Saturday 10 August 2013.
- The WMRC dinner be held on a biennial basis from 2013.

**CARRIED UNANIMOUSLY**

***Council Discussion and Resolution:***

Councillor Haynes enquired whether local politicians and Ministers were on the guest list. The Acting CEO said they would be included and the draft list would be provided to the Chairman for comment.

Moved: Councillor D Leeder

Seconded: Councillor V Strzina

- That the 2013 WMRC Annual Dinner be held at Mosmans Restaurant on Saturday 10 August 2013.
- The WMRC dinner be held on a biennial basis from 2013.

**MOTION CARRIED 4/0**

**9.10 ESTABLISHMENT OF NEW RESERVES.**

***Officer Recommendation:***

That the WMRC establish:

- An 'Interim Service Charge Reserve' for the difference between the interim Service Charge paid and the anticipated final Service Charge.
- A 'Long Service Leave Reserve' for the Long Service Leave liability.

***Council Discussion and Resolution:***

Moved: Councillor V Strzina

Seconded: Councillor D Leeder

That the WMRC establish:

- An 'Interim Service Charge Reserve' for the difference between the interim Service Charge paid and the anticipated final Service Charge.
- A 'Long Service Leave Reserve' for the Long Service Leave liability.

**MOTION CARRIED 4/0**

**9.11**

**INFORMATION BULLETIN**

***Officer Recommendation:***

- That the reports contained within the information bulletin be noted.

***Committee Discussion and Recommendation:***

*Committee:*  Operations Committee  Audit Committee  Strategic Review Committee

Moved: Mr D McCann

Seconded: Mr D Norgard

- That the reports contained within the information bulletin be noted.

**CARRIED UNANIMOUSLY**

***Council Discussion and Resolution:***

Moved: Councillor C Hohnen

Seconded: Councillor V Strzina

- That the reports contained within the information bulletin be noted.

**MOTION CARRIED 4/0**

## **10. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

## **11. NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE PRESIDING MEMBER OR BY A DECISION OF THE MEETING**

Nil

## **12. GENERAL BUSINESS**

Councillor Haynes asked how the proposed Council boundary changes and possible amalgamations would impact the WMRC. He proposed a report be included in the next Council Agenda considering the possibilities and anticipate what would happen if the State Government

brought in the proposed changes. Mayor Norris suggested this would be impractical until the State Government announces exactly what their intentions are. Only then is the Council in a position to predict how the changes would affect the WMRC.

### **13. CLOSURE OF MEETING**

The meeting closed at 6.47pm