



# MINUTES

ORDINARY COUNCIL MEETING

TIME: 5.30PM

21 AUGUST 2008

VENUE – TOWN OF VINCENT

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*Managing waste and recovering resources responsibly*

*Constituent Members: Cities of Perth, Joondalup, Stirling, and Wanneroo.*

*Towns of Cambridge, Victoria Park and Vincent*



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**MINDARIE REGIONAL COUNCIL**  
**NOTICE OF MEETING**

15 August 2008

Councillors of the Mindarie Regional Local Government are respectfully advised that an Ordinary Meeting of the Council will be held in the Council Chambers of the Town of Vincent, 244 Vincent Street, Leederville, at 5.30pm on Thursday 21 August 2008.

The business papers pertaining to the meeting follow.

Your attendance is requested.



**KEVIN POYNTON**  
**Chief Executive Officer**

**MINDARIE REGIONAL COUNCIL - MEMBERSHIP**

Cr R M Willox AM JP (Rod)	City of Stirling
Cr J Bissett (John)	Town of Victoria Park
Cr R Butler (Rob)	City of Perth
Cr S Farrell (Steed)	Town of Vincent
Cr R Fishwick (Russ)	City of Joondalup
Cr L Gray JP (Laura)	City of Wanneroo
Cr K Hollywood (Kerry)	City of Joondalup
Cr P Miles (Paul)	City of Wanneroo
Cr C MacRae (Corinne)	Town of Cambridge
Cr R Sebrechts (Ron)	City of Stirling
Cr P Rose JP (Peter)	City of Stirling
Cr K Thomas (Kathryn)	City of Stirling

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**MINUTES OF THE ORDINARY COUNCIL MEETING OF THE MINDARIE REGIONAL COUNCIL HELD IN THE COUNCIL CHAMBERS OF THE TOWN OF VINCENT, 244 VINCENT STREET, LEEDERVILLE, WESTERN AUSTRALIA ON THURSDAY 21 AUGUST 2008 COMMENCING AT 5.30 PM.**

**PRESENT:** Chairman Cr R Willox AM JP  
Cr J Bissett  
Cr S Farrell  
Cr R Fishwick  
Cr L Getty JP  
Cr L Gray JP  
Cr C MacRae  
Cr P Rose JP  
Cr R Sebrechts

**APOLOGIES:** Cr R Butler  
Cr K Hollywood  
Cr P Miles  
Cr K Thomas

**ABSENT:** Nil.

**IN ATTENDANCE:**

Mindarie Regional Council Officers K F Poynton Chief Executive Officer  
K Dhillon  
L Nyssen  
M Tolson  
I Watkins

Member Council Officers E Albrecht  
D Blair  
C Colyer  
G Dunne  
R Elliott  
G Eves  
M Glover  
G Hunt  
R Lotznicker  
A Vuleta

Consultants Nil

**VISITORS:** Nil

**MEDIA:** Nil

Confirmed by resolution of the Council on

.....Chairman

**PUBLIC:** Nil

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<b>1 OATHS/AFFIRMATIONS OF ALLEGIANCE AND DECLARATIONS OF OFFICE</b>
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Nil.

<b>2 QUESTION TIME</b>
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Nil.

<b>3 ATTENDANCE AND APOLOGIES</b>
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Refer Page 3.

<b>4 MINUTES</b>
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<b>4.1 ORDINARY COUNCIL MEETING – 3 JULY 2008</b>
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**Motion: (Moved: Cr Gray Seconded: Cr Sebrechts)**

The Minutes of the Ordinary Council Meeting held on 3 July 2008 have been printed and circulated to members of the Council.

**RECOMMENDATION**

**That the Minutes of the Ordinary Council Meeting of Council held on 3 July 2008 be taken as read, confirmed and the Chairman invited to sign same as a true record of the proceedings.**

(Carried: 9/0)

<b>5 ANNOUNCEMENTS</b>
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Nil

<b>6 DEPUTATIONS</b>
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Nil.

<b>7 BUSINESS FROM A PREVIOUS MEETING TREATED AS AN ORDER OF THE DAY</b>
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Nil

<b>8 REPORTS</b>
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Declaration of Financial/Conflict of Interest to be recorded prior to dealing with each item.

Disclosure of Financial and Proximity Interests

(a) *Members must disclose the nature of their interest in matters to be discussed at the meeting. (Section 5.6B and 5.65 of the Local Government Act 1995).*

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- (b) *Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting. (Sections 5.70 and 5.71 of the Local Government Act 1995).*

*Disclosure of Interest Affecting Impartiality*

- (a) *Members and staff must disclose their interest in matters to be discussed at the meeting in respect of which the member or employee has given or will give advice.*

<b>8.1 TECHNICAL WORKING GROUP – 8 AUGUST 2008</b>
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**8.1.1 Tech Com. Item 1**

**SUBJECT: BUSINESS REPORT (JULY 2008)**

**Motion: (Moved: Cr Rose Seconded: Cr Sebrechts)**

Nil discussion.

**RECOMMENDATION**

**That Council receives this progress report against Annual Business Plan for information**

(Carried: 9/0)

**8.1.2 Tech Com. Item 2**

**SUBJECT: RESOURCE RECOVERY FACILITY – PROJECT PROGRESS REPORT**

**Motion: (Moved: Cr Gray Seconded: Cr Farrell)**

The CEO, and other members of the administration, provided clarification, in response to questions, on the following matters:

- BioVision2020 Works Approval
- Sale of Bush Forever land
- Building Licence issues
- Responsibilities for Emergency Management, particularly in relation to power

**RECOMMENDATION**

**That Council receive this Progress Report dated 21 August 2008 on the project to establish a Resource Recovery Facility in the Mindarie region.**

(Carried: 9/0)

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### 8.1.3 Tech Com. Item 3

**SUBJECT: SUPPLY AND DELIVERY OF A NEW AUTOMATIC 6X4 CAB CHASSIS INCLUDING A 'WASTEMASTER' 16 TONNE HOOK LIFT SYSTEM**

**Motion: (Moved: Cr Getty Seconded: Cr Rose)**

#### RECOMMENDATION

That Council:

- (i) Accept the tender from WA Hino for the Supply and Delivery of a New Automatic 6x4 Cab/Chassis including a 'Wastemaster' 16 Tonne Hook Lift System for a total cost of \$185,711 (GST exclusive) be accepted
- (ii) Accept the WA Hino offer of an extended warranty of five years or 200,000 kilometres at an additional cost of \$1,888.00 (GST inclusive)

The CEO explained the rationale for use of consultants on key procurement activities i.e. Independent and specialist advice, in response to a question.

The Mover & Seconder agreed to a minor amendment for all prices to be GST inclusive.

#### **AMENDED MOTION AS FOLLOWS PUT TO THE VOTE.**

**That Council:**

- (i) **Accept the tender from WA Hino for the Supply and Delivery of a New Automatic 6x4 Cab/Chassis including a 'Wastemaster' 16 Tonne Hook Lift System for a total cost of \$204,282.10 (GST inclusive) be accepted**
- (ii) **Accept the WA Hino offer of an extended warranty of five years or 200,000 kilometres at an additional cost of \$1,888.00 (GST inclusive)**

(Carried: 9/0)

<b>8.2 CHIEF EXECUTIVE OFFICER</b>
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#### 8.2.1

**File No: FIN/5-02**

**SUBJECT: FINANCIAL STATEMENTS FOR THE PERIODS ENDED  
31 MAY 2008 AND 30 JUNE 2008**

**Motion: (Moved: Cr Sebrechts Seconded: Cr Gray)**

The Chairman highlighted the excellent financial result for 2007/2008 and invited Mr Dhillon to comment. These comments were as follows:

- That surplus had exceeded budget
  - That expenditure had been less than budget
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## RECOMMENDATION

**That the Financial Statements as attached at Attachment One and Two for the months ended 31 May 2008 and 30 June 2008 be noted.**

(Carried: 9/0)

### 8.2.2

**File No: FIN/5-02**

**SUBJECT: LIST OF PAYMENTS MADE FOR THE MONTHS ENDED  
31 MAY 2008 AND 30 JUNE 2008**

**Motion: (Moved: Cr Farrell Seconded: Cr Rose)**

Nil discussion.

## RECOMMENDATION

**That Council endorse the list of payments made, as per the delegation made to the Chief Executive Officer, for the months ended 31 May 2008 and 30 June 2008.**

(Carried: 9/0)

### 8.2.3

**File No: COR/7**

**SUBJECT: CONFERENCE ATTENDANCE - WASTE & RECYCLE 2008  
CONFERENCE**

**Motion: (Moved: Cr Gray Seconded: Cr MacRae)**

## RECOMMENDATION

That Council authorise attendance of the following representatives at the Waste & Recycle 2008 Conference to be held in Fremantle, Western Australia, 9 – 12 September 2008

- (i) Mindarie Regional Council, Member Councillors
    - (a) Councillor Rod Willox AM JP, Chairman
    - (b) Councillor Kathryn Thomas, City of Stirling
  - (ii) Mindarie Regional Council, Technical Working Group Members
    - (a) Mr Garry Dunne, Director Service Units, City of Perth
    - (b) Mr Eddy Albrecht, Manager Waste Fleet, City of Stirling
    - (c) Mr Rick Lotznicker, Director Technical Services, Town of Vincent
    - (d) Mr Anthony Vuleta, Executive Manager Technical Services, Town of Victoria Park
    - (e) Mr Robert Elliott, Manager Waste Services, City of Wanneroo
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- (iii) Mindarie Regional Council, Community Engagement Advisory Group
    - (a) Mr Ted Smith
    - (b) Ms Althea Malligan
  - (iv) Mindarie Regional Council, staff members
    - (a) Mr Kevin Poynton, CEO
    - (b) Mr Mike Tolson, Operations Manager
    - (c) Mr Ian Watkins, Project Manager
    - (d) Mr Simeon Kendall, Environmental Officer

Council endorsed the concept of 'registration sharing'. The CEO suggested that any Councillors interested in 'sharing' contact the administration via email.

Cr Gray and Mr Glover were added to the list of attendees.

### **RECOMMENDATION**

**That Council authorise attendance of the following representatives at the Waste & Recycle 2008 Conference to be held in Fremantle, Western Australia, 9 – 12 September 2008**

- (i) **Mindarie Regional Council, Member Councillors**
  - (a) **Councillor Rod Willox AM JP, Chairman**
  - (b) **Councillor Kathryn Thomas, City of Stirling**
  - (c) **Councillor Laura Gray JP, City of Wanneroo**
- (ii) **Mindarie Regional Council, Technical Working Group Members**
  - (a) **Mr Garry Dunne, Director Service Units, City of Perth**
  - (b) **Mr Eddy Albrecht, Manager Waste Fleet, City of Stirling**
  - (c) **Mr Rick Lotznicker, Director Technical Services, Town of Vincent**
  - (d) **Mr Antony Vuleta, Director Technical Services, Town of Victoria Park**
  - (e) **Mr Robert Elliott, Manager Waste Services, City of Wanneroo**
  - (f) **Mr Martyn Glover, City of Joondalup**
- (iii) **Mindarie Regional Council, Community Engagement Advisory Group**
  - (a) **Mr Ted Smith**
  - (b) **Ms Althea Malligan**
- (iv) **Mindarie Regional Council, staff members**
  - (a) **Mr Kevin Poynton, CEO**
  - (b) **Mr Mike Tolson, Operations Manager**
  - (c) **Mr Ian Watkins, Project Manager**
  - (d) **Mr Simeon Kendall, Environmental Officer**

(Carried: 9/0)

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8.2.4

File No: COR/7

**SUBJECT: CONFERENCE ATTENDANCE - INTERNATIONAL SOLID WASTE ASSOCIATION (ISWA) AND THE WASTE MANAGEMENT & RECYCLING ASSOCIATION OF SINGAPORE (WMRAS) WORLD CONGRESS 2008 IN SINGAPORE**

**Motion: (Moved: Cr Getty Seconded: Cr Farrell)**

RECOMMENDATION

That Council authorise attendance of the following representatives at the ISWA / WMRAS World Congress, 3 – 5 November 2008 in Singapore

- a. Mr Kevin Poynton, CEO, Mindarie Regional Council
- b. Councillor Rod Willox AM JP, Chairman, Mindarie Regional Council

Council, whilst noting the policy use of business class air travel, approved use of economy air travel for this ISWA conference, on the basis of efficiency of resource utilisation.

The CEO provided a break-up of estimated cost, in response to a question, as follows.

ISWA/WMRAS CONFERENCE

Attendance Fees	\$1,500.00	per person
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AIRFARE

Qantas Airways Business Class return QF77, QF72	\$4,425.00	per person
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Levies and Taxes	\$354.59	per person
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ACCOMMODATION

Peninsula/Excelsior Hotel	\$1,095.00	per person
In 02/11/08		
Out 06/11/08		

SUB TOTAL	\$7,374.59	per person
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TOTAL FOR TWO ATTENDEES	\$14,749.18	
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AMENDMENT TO MOTION

Motion: (Moved: Cr Fishwick Seconded Cr MacRae)

(That Council)

- (ii) authorises use of economy air travel for this conference

(Carried: 8/1)

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**AMENDED MOTION AS FOLLOWS PUT TO THE VOTE**

**RECOMMENDATION**

**That Council:**

- (i) **authorise attendance of the following representatives at the ISWA / WMRAS World Congress, 3 – 5 November 2008 in Singapore**
  - (a) **Mr Kevin Poynton, CEO, Mindarie Regional Council**
  - (b) **councillor Rod Willox AM JP, Chairman, Mindarie Regional Council**
- (ii) **authorises use of economy air travel for this conference**

(Carried: 9/0)

**8.2.5**

**File No: COR/22**

**SUBJECT: AUDIT COMMITTEE MEETING – 18 AUGUST 2008**

**Motion: (Moved: Cr Rose Secoded: Cr Getty)**

**RECOMMENDATION**

**That Council:**

- (i) **accept the quotation submitted by Deloitte Touche Tohmatsu for the delivery of audit services with following characteristics**
  - (a) **For a period of two years**
  - (b) **Maximum total hours of 260 hours per year (520 hours total)**
  - (c) **Maximum total cost - \$83,000**
- (ii) **appoint Leanne Karamfiles and/or alternate partner of Deloitte Touche Tohmatsu as the auditor for a term of two years to conduct the Annual audits of Mindarie Regional Council for the financial years 2007/2008 and 2008/2009**

Procedural Motion moved by Cr Sebrechts

That in accordance with Mindarie Regional Council Standing Orders Part 11.1 (a) that the Council proceed to the next business.

No seconder received. Motion lost.

**ADJOURNMENT**

(Moved: Cr Bissett Secoded: Cr Sebrechts)

That the meeting be adjourned for 20 minutes from 6.25pm for Council to read Item.

(Carried: 9/0)

7.45pm – The meeting reconvened with all those being present before the adjournment returning to the meeting.

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Council agreed on the appointment of WHK Horwath, rather than Deloitte, on the basis of estimated better 'value for money'.

AMENDMENT TO MOTION (Moved: Cr Gray Seconded: Cr Sebrechts)

(That Council)

- (i) accept the quotation submitted by WHK Horwath for the delivery of audit services, with the following characteristics
  - (a) for a period of two years
  - (b) maximum total hours of 250 hours (125 hours per year)
  - (c) maximum total cost - \$51,250
- (ii) appoint Nick Hollens and/or alternate partner of WHK Horwath as the auditor for a term of two years to conduct the annual audits of Mindarie Regional Council for the financial years 2007/2008 and 2008/2009

(Carried: 9/0)

**AMENDED MOTION AS FOLLOWS WAS PUT TO VOTE**

**That Council:**

- (i) **accept the quotation submitted by WHK Horwath for the delivery of audit services, with the following characteristics**
  - (a) **for a period of two years**
  - (b) **maximum total hours of 250 hours (125 hours per year)**
  - (c) **maximum total cost - \$51,250**
- (ii) **appoint Nick Hollens and/or alternate partner of WHK Horwath as the auditor for a term of two years to conduct the annual audits of Mindarie Regional Council for the financial years 2007/2008 and 2008/2009**

(Carried: 9/0)

<b>9 NOTICE OF MOTION FOR CONSIDERATION AT THE FOLLOWING MEETING</b>
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Nil.

<b>10 GENERAL BUSINESS - SEE NOTE (1)</b>
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**10.1 MRC Policies**

CEO undertook to provide copies of current policies to all Councillors on CD.

**10.2 Elected Member Fees**

CEO advised that a review of elected member fees was in progress, and that a report will be provided to October Ordinary Council Meeting.

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<b>11 NEXT MEETING</b>
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**11.1 Ordinary Council Meeting**

- 23 October 2008
- 5.30pm
- City of Perth

<b>12 CLOSURE - MEETING DECLARED CLOSED 7.15 PM</b>
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**Notes**

(1) Under this item, members have the opportunity to:

- (a) make a statement providing information related to the Council's business;
- (b) to ask a question relevant to the Council's business.

Under this item a member shall not raise any matter directly related to any other item on the agenda and shall not foreshadow any motion for consideration at another meeting.

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## MINUTES

**TECHNICAL WORKING GROUP**

**FRIDAY 8 AUGUST 2008**

**TIME: 8.30 AM**

**VENUE – TOWN OF CAMBRIDGE**

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*Managing waste and recovering resources responsibly  
Constituent Members: Cities of Perth, Joondalup, Stirling, and Wanneroo.  
Towns of Cambridge, Victoria Park and Vincent*





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**MINDARIE REGIONAL COUNCIL**  
**TECHNICAL WORKING GROUP**  
**NOTICE OF MEETING**

1 August 2008

Members are advised that a meeting of the Technical Working Group of the Mindarie Regional Council will be held in the Committee Room of the Town of Cambridge, 1 Bold Park Drive, Floreat, Friday 8 August 2008 commencing at 8.30am.

Items for consideration are attached.

Yours faithfully

**KEVIN POYNTON**  
**Chief Executive Officer**

MEMBERS:	K Poynton	Chief Executive Officer	Mindarie
	E Albrecht	Manager Waste Fleet	Stirling
	D Blair	Director Infrastructure	Wanneroo
	C Colyer	Director Infrastructure	Cambridge
	K Dhillon	Finance & Business Services Manager	Mindarie
	G Dunne	Director of Service Units	Perth
	R Elliott	Manager Waste Services	Wanneroo
	G Eves	Director Infrastructure Management	Stirling
	M Glover	Director Infrastructure Services	Joondalup
	E Herne	Director Corp Resource Management	Stirling
	R Lotznicker	Director Technical Services	Vincent
	M Ralph	Mgr Infrastructure Mgt Services	Joondalup
	A Vuleta	Executive Manager Technical Services	Vic Park
	M Tolson	Operations Manager	Mindarie
	I Watkins	Projects Manager	Mindarie

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**MINUTES OF A MEETING OF THE TECHNICAL WORKING GROUP OF THE MINDARIE REGIONAL COUNCIL HELD IN THE COUNCIL CHAMBER OF THE TOWN OF CAMBRIDGE, 1 BOLD PARK DRIVE, FLOREAT, ON 8 AUGUST 2008 AT 8.30AM.**

**PRESENT:** K Poynton Chairman

<b>Members Messrs</b>	Ed Albrecht	Operations Manager	Stirling
	Dennis Blair	Director Infrastructure	Wanneroo
	Chris Colyer	Director Infrastructure	Cambridge
	Kalwant Dhillon	Finance & Business Sves Mgr	Mindarie
	Garry Dunne	Director of Service Units	Perth
	Rick Lotznicker	Director Technical Services	Vincent
	Murray Ralph	Manager Infrastructure Mgt Sve	Joondalup
	Anthony Vuleta	Executive Manager Tech Sves	Vic Park
	Mike Tolson	Operations Manager	Mindarie
	Ian Watkins	Project Manager	Mindarie

**VISITORS** Nil

**APOLOGIES** Nil

**CONFIRMATION OF MINUTES**

Not applicable

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**MINUTES**  
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**ITEM 1. BUSINESS REPORT (JULY 2008)**

**File No:** COR/8

**Attachment(s):** Nil

**Author:** Kevin Poynton

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**SUMMARY**

The purpose of this report is to provide Council with current information on all business activities.

**BACKGROUND**

The Council at its meeting held in April 2007, resolved, inter alia, to approve the Annual Business Plan 2007/2008. This Business Plan has been derived from the Strategic Plan for the Mindarie Regional Council. The timeframe for that Strategic Plan was 2004/2009. This business report is now presented in a format consistent with the structure of the approved Annual Business Plan. *This report contains both historical information and current update with the current updates in 'bold italics'.*

**DETAIL**

**OBJECTIVE ONE – RESOURCE MANAGEMENT**

This objective contains a number of discrete strategies, and information is provided on each of these strategies.

**Development and Implementation of Resource Management Programs**

The progress of landfill operations is presented in quantitative format in the table below.

**Information related to landfill activity to end June 2008:**

	Tonnage			Revenue		
	Actual	Budget	Percentage	Actual G/L	Budget	Percentage
<b>Members</b>						
Cambridge	11,639	13,071	89.05%	\$557,513	\$626,101	89.05%
Joondalup	65,267	66,396	98.30%	\$3,127,505	\$3,180,368	98.34%
Perth	15,251	17,766	85.84%	\$730,506	\$850,991	85.84%
Stirling	86,857	81,200	106.97%	\$4,163,343	\$3,889,480	107.04%
COS-Bales	25,703	22,000	116.83%	\$495,954	\$420,201	118.03%
Victoria Park	13,613	14,317	95.08%	\$652,069	\$685,784	95.08%
Vincent	13,824	13,898	99.47%	\$662,166	\$665,714	99.47%
Wanneroo	70,199	70,311	99.84%	\$3,364,895	\$3,367,897	99.91%
Wanneroo MRF	6,692	6,000	111.53%	\$129,520	\$114,600	113.02%
<b>Sub total Members</b>	<b>309,044</b>	<b>304,959</b>	<b>101.34%</b>	<b>\$13,883,471</b>	<b>\$13,801,136</b>	<b>100.60%</b>
<b>Casuals</b>						
South Perth	5,306	6,000	88.44%	\$405,216	\$458,160	88.44%
Casual	65,838	59,644	110.39%	\$5,128,357	\$4,554,400	112.60%
Sub Total Casuals	71,145	65,644	108.38%	\$5,533,573	\$5,012,560	110.39%
<b>TOTAL</b>	<b>380,189</b>	<b>370,603</b>	<b>102.59%</b>	<b>\$19,417,044</b>	<b>\$18,813,696</b>	<b>103.21%</b>
<b>Other not incl above</b>						
<b>Recycling Centre</b>				<b>\$411,962</b>	<b>\$360,000</b>	<b>114.43%</b>
<b>Cover</b>						
<b>% Year to Date</b>						

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**Current information in relation to landfill activities is as follows:**

- JJ MacDonald have completed lining of this area of landfill and Department of Environment & Conservation (DEC) has approved it in line with the conditions of the licence. Mindarie Regional Council has commenced filling this landfill.
- JJ MacDonald have advised the Council's landfill consultant, Cardno BSD, of an intention to continue dispute resolution action re a dispute over quantities of liner material.
- The situation with regard to this dispute with JJ MacDonald is that a significant difference of position exists between JJ MacDonald and Cardno BSD Meinhardt (JV) on the validity of a claim for additional payments
- The matter has progressed to the point where the administration has now received advice from JJ MacDonald that mediation is now to be initiated
- ***The administration has enlisted the legal support of Mr John Woodhouse to develop options for the mediation activity. This is work in progress and a recommended 'way ahead' will be provided to October Ordinary Council Meeting***

### **Limestone Disposal Update**

Excavation of the Phase 3 footprint is progressing well. There have been significant quantities of limestone removed off the future cell development area during the first part of this financial year. An estimated 450,000 tonnes has been removed in the financial year, with part of the material being trucked off site, some being used on the landfill as daily cover, some being stockpiled for future use on the landfill and all sand being encountered is stored on site for future capping activities.

In addition to the removal of limestone from the Phase 3 footprint, Stoneridge and BGC continue to manufacture limestone blocks from material in the southern stockpile.

### **Recycling**

All paints are now moved off site with funding provided by the Department of Environment (DOE). The current Paintback program has ceased because of the inability of Dulux to process the material. Negotiations are continuing with other potential paint processors.

A partnership-oriented contract with Amcor has been commenced, and this involves the collection and packaging at Tamala Park, of paper and cardboard, and the further processing of material by Amcor. In summary, Amcor has provided a compactor to Tamala Park, and will collect baled material. Advantages to Mindarie Regional Council include reduced costs (elimination of transport requirements) and increased revenue (increased volume of product). This contract is now in place.

The Council continues to conduct successful asbestos 'drop off days' each month. These activities are resulting in collection of significant amounts of asbestos from householders, thereby eliminating this material from the domestic waste stream.

A project to provide a suite of regional 'drop off days' for Household Hazardous Waste is 'in planning' with implementation scheduled to commence September 2008. Funding to be provided by State Government.

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## **Master Plan for Tamala Park**

The finalisation of the revised lease for Tamala Park will enable the progress of a Master Plan for the site. This activity will be initiated in 2007/08, following a revision to the Mindarie Regional Council Strategic Plan.

## **Gas Management**

The current situation with regard to activities with Landfill Gas and Power (LFG) is as follows:

- operations are producing 4.7 mega watts
- drilling of wells in Stage Two Phase Two was completed in April 2007 and is now producing gas
- LFG have not progressed discussions on contract issues

A project to establish 'way ahead' with respect to a review, and potential revision, of the management of landfill gas is 'in planning'. This work is with due respect to climate change/carbon management issues.

## **Groundwater Management**

The current situation as at 1 June 2008 with regard to Groundwater Management activities is as follows:

- Annual Report 2007 has been received and forwarded to Department Environment & Conservation
- Final report following groundwater modelling exercise has been received. Resources required to support recommendations will be included in Budget 2008/2009
- Groundwater data collection plan for 2008 is in progress

The key task for execution within context of CSIRO report associated with groundwater modelling exercise is a Desktop Study to investigate drop in 'up-gradient' water table level (\$10k).

Other groundwater – related tasks for 2008/2009 are:

- Leachate plume irrigation response plan (\$10k)
- Completion of ECOMAX upgrade (\$7k)
- ECOMAX monitoring program (\$3k)

## **Resource Recovery Facility**

Progress against a project to establish a Resource Recovery Facility is contained in a separate report within this agenda.

## **Regional Waste Management Plan**

The development of a revised Regional Waste Management Plan has been completed and implementation has commenced.

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Further work on the program of tasks as part of this Plan is scheduled for 2008/2009.

### **Community Communication Activities**

The administration has commenced a project to promote the completion of the 'Conditions Satisfaction' exercise, in relation to the Resource Recovery Facility. This has involved the distribution of a 'Resource Recovery Facility Focussed' Mindarie Regional Council News to all householders in the region. An audio CD has been produced and distributed. Corporate Function 2008 has been conducted.

Following Council approval to a revised branding model at its October meeting, the administration has continued work with Linc Communications on the development of a plan for transition to this new model. This has been a progressive exercise over the period December 2007 – April 2008.

The 2007 Annual Report has been issued. A new corporate video program is currently being produced, at a cost of approximately \$10k.

***Additional communications activities progressed during the reporting period are as follows:***

- ***Stakeholder Survey***  
***A project to determine views of stakeholders re the Mindarie Regional Council business.***
- ***Marketing Plan***  
***A project to combine all communication, education, branding and sponsorship activities.***

### **Education**

The Waste Education Strategy Steering Group (WESSG) continues to conduct excellent work. Recent initiatives have been as follows:

- The development and publishment (early June 2008) of the first of regular community advertisements on RRF progress
- The commencement of the Earthcarers programme
- The provision of educational information at Garden Week
- The program of a 'region-wide' fridge magnet project
- The progress of dissemination of the revised Mindarie Regional Council branding
- The expansion of the Tamala Park/Balcatta tours program
- The development of the education centre at Tamala Park

***The Earthcarers programme has progressed as follows:***

- ***Completion of the initial training course, with 40 graduates***
- ***Commencement of activities by these 40 Earthcarers, in two cells of twenty, to promote appropriate waste management messages***

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## OBJECTIVE TWO – RESOURCE BUSINESS CREATION

This activity includes strategies to investigate the business opportunities associated with new products, expanded resource recovery capabilities and landfill beyond Tamala.

Some work has occurred within the Forum of Regional Councils (FORC) on disposal of RRF residue options.

MWAC is progressing a suggestion from Mindarie Regional Council for the establishment of a local government wide contact for e-waste disposal.

## OBJECTIVE THREE – INDUSTRY LEADERSHIP

Strategies related to this objective include the following:

- Participation in defined external industry related forms
- Research of contemporary practice for future waste and resource industry development
- Develop integrated initiatives to capitalise on these future options
- Strengthen partnerships with government industry and academic institutions

Work undertaken during the reporting period against this objective has been as follows:

- Continued participation by elected members and Chief Executive Officer in MWAC
- Continued participation by Chief Executive Officer in the Waste Management Association of Australia

**Key points from the MWAC meeting in June 2008 were as follows:**

- **Approval for the conduct of further liaison on the matter of recycled organics**
- **Release of a draft Consultation, Communication, and Waste Education Policy Statement for comment**
- **Establishment of a Working Group to conduct further work on tyres management**
- **Liaison with the new waste authority – Waste Smart WA – on prioritised issues of concern**
- **Endorsement to a Policy Statement on Container Deposit Systems and Extended Producer Responsibility**
- **Initiation of a project to evaluate contemporary AWT options**

The Forum of Regional Councils (FORC) continues to gain momentum, with a meeting of the CEO group held on 26 May 2008, **and a meeting of the Chair Group held on 23 June 2008.**



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**Key points from this meeting were as follows:**

- **Progress of an agreement between WALGA and Regional Councils re MWAC business risks**
- **Support for an investigation, potentially jointly with MWAC, on the relative merits of contemporary AWT options**

**OBJECTIVE FOUR – ORGANISATIONAL MANAGEMENT**

Strategies associated with this objective are as follows:

- Finalise Establishment Agreement
- Maintain and improve existing contemporary Business Systems
- Strengthen Member Council partnerships and relations
- Review and, where appropriate, revise funding strategies for the business
- Develop the Information Management Systems for the business eg. Records, website

**Establishment Agreement**

***The matter of the Establishment Agreement will be the subject of a separate report later in 2008.***

**Business Systems**

The following work to improve the following Business Systems associated with the Councils activities has occurred during the reporting period:

- Financial Management
  - continued upgrade for the Navision Financials, Human Resources and Payroll Systems is currently in progress
- Records Management
  - continued usage and improvement of Electronic Records Management System
- Policy Development
  - ***a review of existing policies is continuing***

**Review of Mindarie Regional Council Strategic Plan**

***The administration has progressed a plan with external consultant, Helen Hardcastle, for review of the Strategic Plan, in the period March – June 2008. The final draft Strategic Plan will be presented in October 2008.***

**Compliance Issues**

DLGRD (Stuart Fraser) has verbally confirmed that the DLGRD Compliance Audit Document 2007 for Regional Councils contains reference to all relevant Audit Regulation 13 clauses.

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***Further clarification has now been sought, and Departmental Officer, Ms Jenni Law, has undertaken to provide a definitive position on this matter, in writing, prior to Audit 2009.***

#### **CONSULTATION**

Not applicable

#### **STATUTORY ENVIRONMENT**

Not applicable

#### **POLICY IMPLICATIONS**

Not applicable

#### **STRATEGIC IMPLICATIONS**

This progress report reflects progress against approved activities associated with the Council's annual Business Plan.

#### **FINANCIAL IMPLICATIONS**

These activities are conducted within the context of the approved Council budget for any particular financial year.

#### **COMMENT**

Council business is currently being conducted within the framework of the Annual Business Plan.

#### **TECHNICAL WORKING GROUP – 8 AUGUST 2008**

The CEO provided supplementary information as follows:

- Mindarie Regional Council Climate Change Plan – for presentation October 2008
- Household Hazardous Waste Collection day – for conduct at City of Stirling 16 August 2008 - Mindarie Regional Council representatives to be invited
- Strategic Plan – for October 2008
- Establishment Agreement – for October 2008
- Budget Process – process for Budget 2009/2010 to involve improved stakeholder consultation
- Zero Waste Plans – for October 2008
- Liaison – WasteSmart WA – CEO to discuss options with Chairman and execute

#### **RECOMMENDATION**

**That Council receives this progress report against Annual Business Plan for information**

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**ITEM 2.                    RESOURCE RECOVERY FACILITY – PROJECT PROGRESS  
REPORT**

**File No:                    WST/13-02**

**Attachment(s):        1. Project Development Cost Summary**

**Author:                    Ian Watkins**

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**SUMMARY**

The purpose of this report is to provide Council with current information on progress with respect to the project to establish a Resource Recovery Facility (RRF) within the region. New information since the last report is represented in '*bold italics*'.

**BACKGROUND**

The Mindarie Regional Council has previously identified a need to develop business programmes other than landfill in order to minimise waste to landfill. The Council's Strategic Plan, at Objective One, describes this approach as follows:

To operate resource management programmes, both existing and "in planning", in accordance with best appropriate practice.

The Council has made a considerable number of decisions in regard to the Resource Recovery Facility project, and these have been documented in previous reports. More recent decisions have been as follows:

- the decision to contract with BioVision2020 for a Resource Recovery Facility (3 August 2006)
- resolved to enter into the Deed of Amendment and Restatement with BioVision2020 (October 2006) to amend and restate the Resource Recovery Facility Agreement as entered into on 11 August 2006
- that BioVision2020 not be required to pay rent until the commencement of the Operating Period
- increase the Gate Fee payable to BioVision2020
- reduce the Performance Guarantee from \$1.5M to \$1.0M
- accepts SITA Environmental Solutions as the replacement for WorleyParsons
- agreement in principle to ANZIS holding 70% of the shareholding in BioVision2020 and SITA the remaining 30%
- increase the Gate Fee payable to BioVision2020 as a result of SITA replacing WorleyParsons
- agreement in principle to Westscheme holding 70% of the shareholding in BioVision2020 and SITA the remaining 30%
- resolved to enter into the Deed of Guarantee and requesting all 7 Member Councils to do the same (all 7 Member Councils have subsequently signed the Deed of Guarantee)
- resolved to enter into the Deed of Amendment and Restatement (October 2007) with BioVision2020 to amend and restate the Resource Recovery Facility Agreement as entered into on 11 August 2006

- resolved to sign the Lease and Certifier Agreement
- approved delegated authority for the CEO to sign relevant project agreements
- approved the ongoing use of project consultants (February 2008)

**DETAIL**

**Project Programme**

The proposed project programme noting in particular the Actual/Revised Enclosed Dates is as follows:

Table 1 – Key milestones for the SWTF project for the Mindarie Regional Council

	Task	Estimated	Actual/ Revised	
			Start	End
1	Community Consultation	February 03	July 02	February 03
2	Site Selection	February 03		February 03
3	Environmental Approvals	September 03	August 02	August 04
4	Prepare tender documents	November 03	October 03	October 05
5	Contractors prepare tenders	January 04	October 05	February 06
6	Evaluate tenders	February 04	February 06	June 06
7	Negotiate with successful tenderer	March 04	June 06	December 06
8	Complete land transaction	April 04	March 04	August 05
9	Development Application/ Works Approval	April 04	August 06	December 06
10	Design and Construction of Facility	June 05	January 07	May 09
11	Facility Commissioned	September 05	May 09	July 09

**Progress Report**

Key activities recently completed have been as follows:

- continued development of the Community Engagement Strategy
- finalisation of contract details
- completed the transfer of environmental responsibility to BioVision2020
- receipt of payment for the sale of Bush Forever land
- WorleyParsons withdrawal from BioVision2020 and subsequent replacement by SITA
- approved BioVision2020 fee variation request as a result of SITA replacing WorleyParsons
- extension of the Conditions Precedents Satisfaction date to 30 November 2007
- Mindarie Regional Council and all 7 Member Councils signing the Deed of Guarantee
- Mindarie Regional Council completing all Conditions Precedents

- 
- Mindarie Regional Council accepting all relevant BioVision2020 project agreements
  - BioVision2020 completing all Conditions Precedents
  - Financial Close (23 November 2007)
  - satisfaction of Conditions Precedents and the project progressing to the design and construction phase
  - ongoing project co-ordination between Mindarie Regional Council and BioVision2020
  - introduction of BioVision2020 to CEAG
  - finalisation of site levels and road design
  - concept design for Mindarie Regional Council infrastructure
  - finalisation of the water supply to Lot 505 Neerabup
  - public announcement of contract finalisation
  - commencement of construction works on-site
  - held a public meeting (19 March 2008) to provide information on the RRF and to introduce the contractor to the local community
  - final subdivision of the original Lot 501, Bush Forever portion finally transferred to WAPC. Mindarie Regional Council property now Lot 801
  - **appointment of URS to carry out the detailed design of the Mindarie Regional Council infrastructure works**

### **Contract Finalisation Process**

Following the Council decision to award the contract to BioVision2020 (WorleyParsons) on 9 August 2006 and the subsequent signing of the contract on 11 August 2006, the project development moved into the contract negotiation and contract finalisation process.

The following activities have been undertaken since 11 August 2006.

- Legal documentation finalised based on agreed contractual positions
- Progress Deed of Guarantee
- Detailed assessments of the BioVision2020 fee variations has been undertaken
- Sale of the Bush Forever land
- Transfer of environmental licence to BioVision2020
- Replacement of WorleyParsons by SITA
- Finalise legal documentation based on SITA's involvement in the project
- Accept Westscheme as the majority (70%) shareholder in BioVision2020
- Completion of all Mindarie Regional Council Conditions Precedent requirements
- Review of all relevant BioVision2020 project documents
- Completion of all BioVision2020 Conditions Precedent requirements
- Financial Close

- 
- Satisfaction of all Conditions Precedents occurred on 23 November 2007
  - Revision of the Lease to incorporate a minor change to the Lease area
  - Obtaining final signed project documentation from BioVision2020

### **Community Engagement**

The Council's plan for community education and engagement has been developed by the Secondary Waste Treatment Facility Working Group. The strategies associated with this plan have been translated into Action Plans by a working group comprising members of the Council administration, and external consultants.

Key activities conducted recently were as follows:

- The Community Engagement Advisory Group (CEAG) has been continually informed of the Resource Recovery Facility development process including the award and signing of the contract
- The community education strategy has been developed in conjunction with the Regional Waste Management Plan
- Broader community engagement relating to the status of the Resource Recovery Facility development has been commenced
- CEAG working on developing the concept for a community education facility at Neerabup in conjunction with a mobile display
- Public announcement of contract finalisation
- Public meeting held (19 March 2008) to provide information on the RRF and introduce the contractor to the local community
- **Monthly Community updates in local press**

Doug Lambert, the Chairperson of the CEAG has resigned from the group (moved to the UK for a year). Following an extensive process to find a suitable replacement, the CEAG has elected Russell Sewell as the replacement chairperson. Russell has a good track record with regards to community involvement in the City of Wanneroo area and hence is a most capable replacement.

### **Secondary Waste Treatment Facility Working Group Meetings**

The Secondary Waste Treatment Facility Working Group met on 16 April 2008 and 19 June 2008.

The notes from the meetings have previously been distributed to all Council Members and relevant Officers.

### **Land Issues**

The City of Wanneroo and Landcorp are actively progressing with the development of the Neerabup Industrial Estate. The Mindarie Regional Council and Cardno BSD Town Planners have been involved in meetings and discussions with various parties over the proposed Structure Plan. The main outstanding issues to be resolved are:

- the removal of the planned North/South road access across Lot 505
- the finalisation of the location of the Pederick Road road reserve
- final site levels for the revised Structure Plan

- 
- MRC contribution to N/A infrastructure costs

## Site Development

### Development Application

The Development Application has been issued by the City of Wanneroo.

### Works Approval

**Works Approval from Department of Environment & Conservation has been received by BioVision on 23 June 2008. The Works Approval has indicated that a staged Operating Licence will be issued for 50,000 tonnes per year, increasing to 100,000 tonnes once the facility has demonstrated that it is working properly.**

### Building Licence

It has been agreed with the City of Wanneroo that staged building licences will be issued covering various aspects of the works. This will allow construction of the earthworks and underground services to commence prior to the issue of the complete Building Licence.

### **Updated Building Licence Status**

- Stage 1 – submitted 10 January; approved 20 February
- Stage 2 – submitted 22 January; approved 26 May
- **Stage 3 – submitted 29 February; approval anticipated early August**

### Water Supply

In accordance with the Resource Recovery Facility Agreement, Mindarie Regional Council is to provide the water supply to the Resource Recovery Facility. This is to be achieved via onsite groundwater bores. URS has undertaken the necessary design of the water supply infrastructure.

The installation of one water supply bore was completed in March 2007. The pumping equipment and related infrastructure was installed onsite on 29 February 2008.

Now that Financial Close has occurred, work to finalise the water supply infrastructure has commenced. This work will include the following:

- installation of the second groundwater bore
- pump testing of bores
- sampling and testing water quality of 2<sup>nd</sup> bore (1<sup>st</sup> bore previously tested)
- power supply
- installation of bore equipment (Bore No 2) and associates pipework

Sampling of the groundwater has been undertaken from bore number 1 and test results indicate that the quality of water is suitable for the BioVision2020 requirements.

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### Electrical Supply

Within the Resource Recovery Facility Agreement, the Mindarie Regional Council is responsible to ensure that power is available in the street. It was confirmed by Western Power in October 2006 that there was sufficient capacity in Pederick Road, hence no headworks expenses were included in the Mindarie Regional Council development cost estimates.

In June 2007 when BioVision2020 requested a quote for the electrical headworks connection from Western Power, the pre-quote estimate came out as \$1.067M. This is a cost to which the Mindarie Regional Council would be liable.

Following discussions with LandCorp, Mindarie Regional Council has been advised that future Neerabup Industrial Area headworks contributions will not include any power supply infrastructure costs. All landowners are expected to make their own arrangements with regards to power supply. Hence there will be no off-set of the RRF power supply costs against future NIA infrastructure contributions.

Mindarie Regional Council has paid the \$50,000 (incl. GST) fee to Western Power to obtain a detailed quotation for the supply of the necessary power to site.

The detailed quote was received on 5 May 2008 for a total cost (including the deposit) of \$221,938.19. On 8 May 2008 Mindarie Regional Council paid the remaining \$176,483.64.

Western Power has gone out to tender for the necessary works and are confident that the requested power supply will be available by the 1 November 2008, which is in accordance with the RRFA requirements.

The difference between pre-quote estimate (\$1.067M) and the final quote value (\$221,938.19) is that Western Power has covered a larger portion of the infrastructure upgrade costs. Western Power is currently assessing the requirement for the Mindarie Regional Council to provide a guarantee to ensure that the requested power will be consumed for a minimum of 15 years.

**The SWTF-WG is currently assessing the need for the installation of a permanent backup power supply. This assessment involves the following:**

- **Development of a Backup Power Plan**
  - **Identify activities and costs associated with the provision of backup power in the case of power outages (short term and long term)**
  - **Determine the necessary backup power supply needed (full or partial supply)**
  - **Identify which party (Mindarie Regional Council or BioVision) covers which costs**
- **Have the Backup Power Plan agreed and signed off by the Project Advisory Group**
- **Depending on cost allocations, SWTF-WG to make a recommendation to Council with regards to the provision of a permanent backup power supply**



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### Site Levels

BioVision2020 has requested to undertake general earthworks across site to alleviate the need for them to install retaining structures along the southern lease boundary. This request has been agreed to.

BioVision2020 has completed the design of the earthworks across both the lease area and the Mindarie Regional Council infrastructure area. The design balances the required cut volume and fill volume to prevent having to import material onto site. The benefit to BioVision2020 is that there is the cost saving in not having to import fill material. The benefit to Mindarie Regional Council is that all the bulk Earthworks are designed and constructed by BioVision2020, at no cost to the Mindarie Regional Council.

### Roadworks

Mindarie Regional Council has completed the design of all access road infrastructure using the same consultant as BioVision2020. This has led to significant synergies, time saving and cost savings for both Mindarie Regional Council and BioVision2020.

### Mindarie Regional Council Infrastructure

Mindarie Regional Council has developed a concept layout for all Mindarie Regional Council infrastructure required on site:

- space has been allowed for in and out bound weighbridges. Only the inbound weighbridge will be constructed for Stage 1
- car and bus parking areas have been located
- the Mindarie Regional Council office and education centre has been conceptualised.

The layout of the Mindarie Regional Council infrastructure has been developed in conjunction with Mindarie Regional Council Operations staff and CEAG.

URS (Panel consultant) has been appointed to undertake the detailed design, tendering and superintendence of the Mindarie Regional Council infrastructure works.

### Timing of Mindarie Regional Council Site Infrastructure Works

BioVision2020 commenced construction on site on 28 February 2008. Mindarie Regional Council are closely monitoring the program of works to ensure that the Mindarie Regional Council infrastructure is completed in time.

It is anticipated that the majority of the Mindarie Regional Council infrastructure will be constructed during the 2008/2009 financial year.

### Revised Lease Plan

At the Ordinary Council Meeting 11 October 2007, the Mindarie Regional Council resolved inter alia:

“agrees to amend the Lease to BioVision 2020 for Resource Recovery Facility, after Western Australian Planning Commission (WAPC) approval to the amendment to an add on area of 282 m<sup>2</sup> in north west corner.”

At the Ordinary Council Meeting 28 February 2008, the Mindarie Regional Council resolved inter alia:

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“authorises the Administration to advertise a Public Notice in accordance with S3.58 of the Local Government Act in order to amend the RRF Lease”.

Accordingly, the lease amendment was advertised via a public notice for a period of two weeks. No public submissions were received. It is now appropriate that Council approve the Lease amendments.

At the Ordinary Council Meeting 24 April 2008, the Mindarie Regional Council resolved inter alia:

“approve the amendments to the Lease to an add on area of 282m<sup>2</sup> in the North West Corner and authorise the Administration to finalise the Lease with BioVision and note that the Neerabup site land description will change from the current Lot 505 as a result of the sub-division of the Bush Forever portion of the property”

Accordingly, the lease amendment documentation has been finalised and forwarded to BioVision for signing.

### **Future Activities Planned**

Future activities associated with this project are as follows:

- continuation of community engagement including CEAG
- obtain additional groundwater licence from Trandos Farms including options for Trandos Farms to use part of the Mindarie Regional Council allocation
- progress site construction:
  - complete installation of water supply infrastructure
  - finalise power supply issues for the site
  - site levels
  - road reserve requirements with City of Wanneroo and LandCorp
  - Mindarie Regional Council infrastructure layout detailed design

### **Ongoing Project Management**

#### Project Advisory Group

Within the RRFA, the Project Advisory Group (PAG) is the primary group to administer the various Mindarie Regional Council project agreements. This PAG consists of 3 Mindarie Regional Council members, 3 BioVision2020 members and an independent Chairperson.

The members of the PAG are as follows:

#### Mindarie Regional Council

- Cr Laura Gray JP (City of Wanneroo)
- Kevin Poynton (CEO)
- Eddy Albrecht (City of Stirling)
- Dennis Blair (Alternate Representative – City of Wanneroo)

BioVision2020

- Emmanuel Vivant (BioVision, Director)
- Marco Fontana Giusti (Sita, Project Manager)
- Peter Zoethout (Sita, State Admin Manager)

Chairman

- Mike Wadsworth

Mutually agreed between Mindarie Regional Council and BioVision and finalised by the CEO in accordance with delegated authority from Ordinary Council Meeting 13 December 2007.

**The PAG met on 23 July 2008. Items from the meeting include:**

- Assessment of minor contractual amendments
- Determination of the degree of delegated authority for either party
- Determination of the process for managing variations

As part of the RRFA, there was a Construction Contingency Account (CCA) to the value of \$475,000 set up to cover the cost of design changes or additions that were not foreseen by SITA at the time of finalising the contract and that implementing the changes or additions would improve the likelihood of BioVision meeting the KPIs. The CCA was set up primarily because SITA did not have sufficient time during contract negotiations to undertake a comprehensive design review.

SITA has recently completed the detailed review of the design of the Resource Recovery Facility. Consequently there have been some minor changes to the design and some additional components added.

As a result of the design review, BioVision has submitted 7 variations to the Project Advisory Group (PAG) for expenditure of the CCA. Cardno BSD Meinhardt JV has assessed the variation requests and submitted recommendations to the PAG. The PAG has accepted 5 variations. Table 2 provides details of the variations requested.

Table 2.

Item	Value	Accepted/Rejected
1. Variable speed drives on fan motors	\$182,149	Accepted
2. Jacking cradles	\$86,643	Rejected
3. Stainless steel bolts	\$75,000	Rejected
4. Changes to humidifier system	\$73,500	Accepted
5. Automatic rapid closing doors	\$36,500	Accepted
6. Building pressure measurement gauges	\$23,288	Accepted
7. Water flow meters	\$9,475	Accepted
The remaining value in the CCA = \$150,088		

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***Following the PAG rejection of the 2 requested variations, BioVision has expressed concern that it is of the opinion that the 2 rejected variations do conform with the necessary requirements to qualify as CCA variations. The issue has been referred to mediation with costs being shared by both parties.***

The PAG has delegated authority from the Mindarie Regional Council to approve expenditure of the CCA up to the maximum value of the CCA (\$475,000). Any variations beyond this value can only be approved by the Mindarie Regional Council.

### **Way Forward**

It is envisaged that the SWTF WG would provide strategic direction to the Mindarie Regional Council with regards to resource recovery activities.

The PAG would be the primary mechanism for managing the Resource Recovery Facility (Stage I) in accordance with the direction set out by the SWTF WG.

CEAG would continue to be the primary link into the community for mainly Resource Recovery Facility (Stage I) matters, but also a reference group for other Mindarie Regional Council community related activities such as community education and Strategic Waste Management Plans (Zero Waste Plans).

The Mindarie Regional Council would be the final decision making body for major issues and issues of a financial nature.

Various consultants would provide input into the process on an as required basis.

### **RRF Stage 2 Development**

***The SWTF-WG are commencing work with regards to the development of RRF Stage 2. Work is programmed to occur in accordance with the following tasks:***

- ***July 2008 to December 2008 – Review available technologies***
- ***January 2009 to June 2009 – Develop program of work activities***
- ***July 2009 to December 2009 – Appoint Consultants***
- ***January 2010 to December 2010 – Prepare Tender documents***
- ***January 2011 to June 2012 – Tender/Contract/Award Process***
- ***July 2012 to July 2013 – Construction***
- ***July 2013 – Stage 2 operational***

### **CONSULTATION**

Consultation has occurred with the following groups:

- Cardno BSD/Meinhardt Joint Venture
- Woodhouse Legal
- BioVision2020
- SITA
- Kerman Contracting
- Various Design Consultants

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- Western Power
  - City of Wanneroo / LandCorp

### STATUTORY ENVIRONMENT

- Local Government Act S.3.58 and S3.59
- Local Government (Functions and General) Regulations 7-10

### POLICY IMPLICATIONS

Not applicable

### STRATEGIC IMPLICATIONS

This project is consistent with Objective One of the Council's Strategic Plan 2004 – 2009.

### FINANCIAL IMPLICATIONS

A comprehensive Project Development Cost Summary has been developed and is at Attachment One to this Item.

This latest summary reflects the work conducted by the administration, in conjunction with appointed consultants, in order to comply with a Mindarie Regional Council resolutions regarding project expenditure, and associated approvals.

This work has been as follows:

- quantification of payments post **10 June 2008** and up to **31 July 2008**
- quantification of Work in Progress i.e. work completed but yet to be invoiced **up to 31 July 2008**
- review of funds required for further work **31 July 2008** – end of project

Project expenses to date **for this financial year (\$44,001)** are within the approved **Budget of \$1,600,000.00**. Expenses are in accordance with Revised Estimates and hence no budget over-run is anticipated.

### Loan 10 Summary

- original value (July 2004) \$2M
  - increased (OCM 22 February 2007) by \$2.6M to \$4.6M
  - increased (OCM August 2007) by \$1.5M to \$6.1M
  - increased (OCM Feb 2008) by \$2.5M to \$8.6M
- This increase includes a \$500k contingency

The utilisation of loan funds eliminates any potential cash flow problems to the business.

### TECHNICAL WORKING GROUP – 8 AUGUST 2008

Nil.

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## **RECOMMENDATION**

**That Council receive this Progress Report dated 21 August 2008 on the project to establish a Resource Recovery Facility in the Mindarie region.**

**ATTACHMENT ONE**  
**TO ITEM 2**  
**TECHNICAL WORKING GROUP MEETING**  
**8 AUGUST 2008**  
**PROJECT DEVELOPMENT COST SUMMARY**

**Project Development Costs Summary**

Item	2000 - 2004 (Pre-2004/5)	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009				Total Estimated Costs
						Approved Budget	Spend to 31/7/8 (a)	#Work in Progress (b)	Total Costs (a) + (b)	
Community Consultation (Bryant Media, CEAG)	\$ 37,817	\$ 65,796	\$ 39,024	\$ 43,663	\$ 40,796	\$ 28,000	\$ -	\$ 3,000	\$ 3,000	\$ 255,095
Project/Construction Management (JV)	\$ 562,183	\$ 188,523	\$ 132,178	\$ 501,804	\$ 277,965	\$ 120,000	\$ -	\$ 10,000	\$ 10,000	\$ 1,782,653
Legal (Freehills, Woodhouse Legal)	\$ -	\$ 366,124	\$ 1,019,638	\$ 1,292,349	\$ 630,929	\$ 50,000	\$ -	\$ 1,000	\$ 1,000	\$ 3,359,040
Financial (PKF, Deloitte)	\$ -	\$ 5,620	\$ 113,798	\$ 27,964	\$ 62,498	\$ 20,000	\$ -	\$ -	\$ -	\$ 229,879
Probity (Braxfords)	\$ -	\$ 3,840	\$ 37,958	\$ 3,848	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,645
MRC Project Management	\$ 10,000	\$ 20,411	\$ 54,923	\$ 45,179	\$ 65,155	\$ 42,000	\$ -	\$ 3,000	\$ 3,000	\$ 237,666
Insurance Advisors (AON)	\$ -	\$ -	\$ 4,750	\$ 15,000	\$ 10,175	\$ 10,000	\$ -	\$ -	\$ -	\$ 39,925
Site Infrastructure	\$ -	\$ -	\$ 1,800	\$ 20,916	\$ 292,047	\$ 1,330,000	\$ 12,001	\$ 15,000	\$ 27,001	\$ 1,644,764
Over Seas Inspection Tour	\$ -	\$ -	\$ 215,506	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 215,506
Other	\$ 50,000	\$ -	\$ 9,570	\$ 38,798	\$ 8,378	\$ -	\$ -	\$ -	\$ -	\$ 106,746
<b>Total Costs Incurred</b>	<b>\$ 660,000*</b>	<b>\$ 650,313</b>	<b>\$ 1,629,143</b>	<b>\$ 1,989,520</b>	<b>\$ 1,387,942</b>	<b>\$ 1,600,000</b>	<b>\$ 12,001</b>	<b>\$ 32,000</b>	<b>\$ 44,001</b>	<b>\$ 7,916,919</b>
<b>Total Costs Incurred to 30/6/7</b>										
<b>Balance of Loan Funds (Loan 10)</b>										
Original Value \$2.0M	Not Applicable**	\$ 1,349,687								
Increased by \$2.6M to \$4.6M			\$ 2,320,544	\$ 331,024						
Increased by \$4.0M to \$8.6M (incl. \$0.5M Contingency)##					\$ 443,081				\$ 399,080	
<b>Land Purchase (Asset)</b>			<b>\$ 3,500,000</b>							

\* Pre-2004/5 breakdown estimated based on available information

\*\* Pre-2004/5 costs expensed through Tamala Park operations

# Work in Progress is work that has been carried out, but no invoice has been received or is in the process of being paid

## Commitment of two loans (\$1.5M + \$2.5M)



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**ITEM 3. SUPPLY AND DELIVERY OF A NEW AUTOMATIC 6X4 CAB CHASSIS INCLUDING A 'WASTEMASTER' 16 TONNE HOOK LIFT SYSTEM**

**Tender No: 13/90**

**File No: COP/2-02**

**Attachment(s): 1. Tender No. 13/90 Tender Assessment Report**

**Author: Mike Tolson**

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## **BACKGROUND**

The Council at the July 2008 meeting resolved to purchase a second new hook lift truck for the Transfer Station operations at Tamala Park, in context of budget 08/09.

## **DETAIL**

### **Tender Organisation**

A public tender advertised an invitation, via The Western Australian on 16 July 2008 for suppliers to tender. Two suppliers responded to the request for tender 13/90:

1. WA Hino Sales and Services - \$185,711 (exc GST) and
2. Skipper Trucks - \$203,450 (exc GST)

### **Tender Assessment**

Independent third party arbitrators are used by the Council's administration to prepare the tender documents, open and assess the tenders submitted and provide a report to the Council evaluation panel. This process is used to ensure openness and transparency of the Council's purchasing procedures.

The report for this tender was prepared by Mr Mike Field of WW Consulting Pty Ltd and is shown at attachment one to this report. The tender evaluation panel consisted of Council officers Mike Myring, Allen Cartwright, John Finlay and Vicky Joyce.

In determining the most advantageous "Value for Money" tender, the Evaluation Panel reviewed the consultants report agreeing with the summation. The criteria were as follows:

- Price offered - 60%
- Demonstrated and relevant experience in and evidence of the supply and delivery of Trucks and equipment or the supply of similar goods - 20%
- Skills and experience of key personnel - 20%

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## **Other Factors**

### **Defects and Liability**

Hino trucks are warranted for 36 months or 200,000km and have offered an extended warranty for five years (60 months) or 200,000km at an additional cost of \$1,888. Skippers offers a 12 month/unlimited km warranty and an engine warranty of 24 months or 400,000km which ever occurs first with a drive train warranty of 24 months or 500,000km.

### **Time for Delivery**

Delivery times submitted were WA Hino – 16 weeks and Skippers – 18 weeks. Neither company was able to secure accurate completion date from Wastemaster for fitment of the hook lift system and have provided best effort indicative delivery times.

## **ANALYSIS**

Both Tenderers have the experience and capacity to successfully undertake and service the contract. The two trucks offered meet the technical specification to perform the tasks and functions required to be conducted by Mindarie Regional Council.

The Tender acceptance decision is therefore primarily based on financial considerations and the lower cost with a saving of \$17,739 on GST exclusive costs represents the best "Value for Money" result for Mindarie Regional Council.

## **Comment**

Mindarie Regional Council has been using a similar Hino vehicle fitted with a Wastemaster 16 tonne hook lift system to that offered since 2004. This vehicle has proved to be an efficient and reliable unit requiring minimal maintenance other than for scheduled servicing.

## **STATUTORY ENVIRONMENT**

Not applicable

## **POLICY IMPLICATIONS**

Not applicable

## **FINANCIAL IMPLICATIONS**

A provision of \$256,000.00 exists within the context of Budget 2008/2009, purchase of the Hino truck as recommended will deliver a budget saving of \$68,400.00. Consultant fees incurred for this tender were \$3000.00.

## **STRATEGIC IMPLICATIONS**

Nil

## **TECHNICAL WORKING GROUP – 8 AUGUST 2008**

Nil.

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## **RECOMMENDATION**

### **That Council:**

- (i) accept the tender from WA Hino for the Supply and Delivery of a New Automatic 6x4 Cab/Chassis including a 'Wastemaster' 16 Tonne Hook Lift System for a total cost of \$185,711 (GST exclusive) be accepted**
- (ii) accept the WA Hino offer of an extended warranty of five years or 200,000 kilometres at an additional cost of \$1,888.00 (GST inclusive)**

**ATTACHMENT ONE**  
**TO ITEM 3**  
**TECHNICAL WORKING GROUP**  
**8 AUGUST 2008**  
**TENDER NO. 13/90 TENDER ASSESSMENT REPORT**

**CONFIDENTIAL**

**Pages 45 – 50 are confidential and have been deleted**

**TENDER NO 13/90**

**Supply and Delivery of a new Automatic  
6 x 4 Cab Chassis including a 'Wastermaster' 16 Tonne  
Hook Lift System**

**TENDER ASSESSMENT REPORT**

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**ITEM 8.2.1            FINANCIAL STATEMENTS FOR THE PERIODS ENDED  
31 MAY 2008 AND 30 JUNE 2008**

**File No:                FIN/5-02**

**Attachment(s):      1. Financial Statement for the period ended 31 May 2008  
2. Financial Statement for the period ended 30 June 2008**

**Author:                Kalwant Dhillon**

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**SUMMARY**

The purpose of this report is to provide financial reporting to meet statutory requirements and to provide useful information to stakeholders of the Council.

**BACKGROUND**

Financial Statements as at 31 May 2008 and 30 June 2008 are attached and show separate columns for Actual and Adopted Revised Budget figures.

Reporting requirements are defined by regulations 34 and 35 of the Local Government (Financial Management) Regulations 1996. There is scope in these regulations to provide other reporting that the Local Government considers appropriate.

The financial statements presented for each month consist of:

- Operating Statement by Nature
- Operating Statement by Function
- Statement of Financial Position
- Statement of Investing Activities

**DETAIL**

The reports attached are for the months ended 31 May 2008 and 30 June 2008 and are at Attachments One and Two to this Item.

- **Statement of Income and Expenditure.** Pages 2 to 3 of the Attachment. These statements have been adjusted to include a number of year-to-date estimates that are not finalised until the end of the financial year. These are as follows:
  - Deferred Excavation Consumed
  - Site Rehabilitation Provision
  - Site Monitoring Provision

These are based on the estimated rates per tonne calculated with reference to estimated excavation cost of various stages of the landfill and the life of the landfill. An adjustment is made (if necessary) at the end of the year based on a survey carried out to assess the "air space" remaining.

- **Operating Statements by Function and Type.** At page 4 of the Attachment. This shows a summary of operating income and expenditures. The Operating Statement by Function may be useful to the reader as a snapshot of the business operations

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A complete suite of Financial Statements including Operating Statement and Statement of Financial Position are reported on a monthly basis and include accruals that may be based on estimates to provide meaningful reporting to stakeholders. These reports are at Attachment One and Two to this Item.

**RECOMMENDATION**

**That the Financial Statements as attached at Attachment One and Two for the months ended 31 May 2008 and 30 June 2008 be noted.**

**ATTACHMENT ONE**  
**TO ITEM 8.2.1**  
**ORDINARY COUNCIL MEETING**  
**21 AUGUST 2008**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDED**  
**31 MAY 2008**





# **MANAGEMENT FINANCIAL STATEMENTS**

**FOR THE MONTH ENDED  
31 MAY 08**

**Mindarie Regional Council**  
**INCOME STATEMENT BY NATURE AND TYPE**  
For the month ended 30 May 2008

Description	Adopted Budget	Revised Budget	YTD Budget	YTD Actual	\$ Variance	% Variance	Note
<b>Revenue form Ordinary Activities</b>							
<b>User Charges</b>							
User Charges - City of Perth	850,991	850,991	780,075	674,875			
User Charges - City of Waneroo	3,482,497	3,482,497	3,192,289	3,216,045			
User Charges - City of Joondalup	3,180,369	3,180,369	2,915,338	2,894,126			
User Charges - City of Stirling	4,309,680	4,309,680	3,950,540	4,329,653			
User Charges - Town of Cambridge	626,101	626,101	573,926	521,271			
User Charges - Town of Vincent	665,714	665,714	610,238	611,519			
User Charges - Town of Victoria Park	685,784	685,784	628,636	604,292			
<b>Total Member User Charges</b>	<b>13,801,136</b>	<b>13,801,136</b>	<b>12,651,042</b>	<b>12,851,781</b>	<b>200,739</b>	<b>1.59%</b>	
User Charges - City of South Perth	458,160	458,160	419,980	339,025	(80,955)	-19.28%	1
User Charges - Casual Tipping Fees	3,054,400	4,554,400	4,174,863	4,756,606	581,743	13.93%	
<b>Total User Charges</b>	<b>17,313,696</b>	<b>18,813,696</b>	<b>17,245,885</b>	<b>17,947,412</b>	<b>701,527</b>	<b>4.07%</b>	
<b>Service Charges</b>							
Sale of Recyclable Materials	260,000	360,000	330,000	370,150	40,150	12.17%	
Sale of Limestone	53,741	53,741	49,263	0	(49,263)	-100.00%	2
Gas Power Generation Sales	350,000	450,000	404,163	530,769	126,606	31.33%	
Grants & Subsidies	5,245	155,245	82,298	139,479	57,181	69.48%	
Contributions, Reimbursements & Donations	2,471	2,471	2,265	24,492	22,227	981.32%	
Interest Earnings	263,000	413,000	378,575	419,319	40,744	10.76%	
Other Revenue	1,000	1,000	917	8,112	7,195	784.62%	
	<b>18,249,153</b>	<b>20,249,153</b>	<b>18,493,366</b>	<b>19,439,733</b>	<b>946,367</b>	<b>5.12%</b>	
<b>Expenses from Ordinary Activities</b>							
Employee Costs	3,464,922	3,464,922	3,183,218	2,740,230	442,988	13.92%	
<b>Materials and Contracts</b>							
Consultants and Contract Labour	482,425	532,425	483,888	451,105	32,783	6.77%	
Communications and Public Consultation	532,000	636,000	574,327	476,964	97,363	16.95%	
Landfill Expenses	842,500	822,500	754,364	652,814	101,550	13.46%	
Office Expenses	381,500	381,500	350,277	308,513	41,764	11.92%	
Building Maintenance	313,940	238,940	225,278	242,721	(17,443)	-7.74%	3
Plant and Equipment Operating and Hire	785,500	1,035,500	949,201	919,697	29,504	3.11%	
Utilities	56,600	91,600	89,800	83,711	6,089	6.78%	
Depreciation	897,512	897,512	822,719	788,894	33,825	4.11%	
Borrowing Cost Expenses	1,317,451	1,387,451	1,280,703	1,247,248	33,455	2.61%	
Insurance	129,000	129,000	112,877	112,847	30	0.03%	
DEP Landfill Levy	1,937,294	2,137,294	1,959,177	1,939,825	19,352	0.99%	
Land Lease/Rental	548,729	548,729	503,002	495,011	7,991	1.59%	
<b>Other Expenditure</b>							
Member Costs	88,150	88,150	84,138	71,716	12,422	14.76%	
Administration	245,000	245,000	214,583	217,166	(2,583)	-1.20%	
Amortisation (LandFill)	3,999,379	3,999,379	3,666,097	3,666,097	0	0.00%	
	<b>16,021,902</b>	<b>16,635,902</b>	<b>15,253,649</b>	<b>14,414,559</b>	<b>839,090</b>	<b>5.50%</b>	
Profit on Sale of Assets	30,099	30,099	20,600	20,000	(600)	-2.91%	
Loss on Sale of Assets	7,097	7,097	6,501	1,251	5,250	80.76%	
	<b>23,002</b>	<b>23,002</b>	<b>14,099</b>	<b>18,749</b>	<b>(5,850)</b>	<b>-41.49%</b>	
<b>Changes in Net Assets Resulting from Operations</b>	<b>2,250,253</b>	<b>3,636,253</b>	<b>3,253,816</b>	<b>5,043,923</b>	<b>1,790,107</b>	<b>55.02%</b>	

NOTES FOR VARIATIONS - INCOME STATEMENT BY NATURE AND TYPE

<b>Note #</b>	<b>Description of Item</b>	<b>Nature of Variance where actual is 10% and \$5,000 from YTD Budget</b>
1	User Charges - city of South Perth	The drop in revenue is due to lower tonnages delivered by City of South Perth. This drop in revenue is more than compensated by the increase in tonnages by Casuals.
2	Sale of Limestone	There will be no income from the sale of limestone due to the surplus of limestone available on the market as a result of the construction of Michelle Freeway. MRC is struggling to giveaway free limestone at this point of time.
3	Building Maintenance	Increase in cost is mainly due to the increase in volume of of electronic waste collected at Recycling Centre. This increase of expenses is compensated through the sale of copper from the electronic waste in recyclable sales resulting in higher sales income for recyclable materials (up 14.4%).

**Mindarie Regional Council**  
**INCOME STATEMENT BY DEPARTMENT**  
 For the month ended 31 May 2008

Description	Adopted Budget	Revised Budget	YTD Budget	YTD Actual	\$ Variance	% Variance
<b>Revenues from Ordinary Activities</b>						
<b>Operating Revenues</b>						
Community Ammenties	18,249,153	20,249,153	18,493,366	19,439,732	946,366	5.12%
<b>Total Operating Revenues</b>	<b>18,249,153</b>	<b>20,249,153</b>	<b>18,493,366</b>	<b>19,439,732</b>	<b>946,366</b>	<b>5.12%</b>
<b>Profit on Disposal of Assets</b>						
Community Ammenties	30,099	30,099	20,600	20,000	(600)	-2.91%
<b>Total Profit (Loss) on Disposal of Assets</b>	<b>30,099</b>	<b>30,099</b>	<b>20,600</b>	<b>20,000</b>	<b>(600)</b>	<b>-2.91%</b>
<b>Expenses from Ordinary Activities</b>						
<b>Operating Expenses</b>						
Governance	1,000,488	1,084,488	989,068	616,316	372,752	37.69%
Community Ammenties	13,143,463	13,453,463	12,332,586	11,991,754	340,832	2.76%
Other Property and Sevices	560,500	710,500	651,292	559,240	92,052	14.13%
<b>Total Operating Expenses</b>	<b>14,704,451</b>	<b>15,248,451</b>	<b>13,972,946</b>	<b>13,167,310</b>	<b>805,636</b>	<b>5.77%</b>
<b>Loss on Disposal of Assets</b>						
Community Ammenties	7,097	7,097	6,501	1,251	5,250	80.76%
<b>Total Profit (Loss) on Disposal of Assets</b>	<b>7,097</b>	<b>7,097</b>	<b>6,501</b>	<b>1,251</b>	<b>5,250</b>	<b>80.76%</b>
<b>Borrowing Costs Expense</b>						
Community Ammenties	1,317,451	1,387,451	1,280,703	1,247,248	33,455	2.61%
<b>Total Borrowing Costs Expense</b>	<b>1,317,451</b>	<b>1,387,451</b>	<b>1,280,703</b>	<b>1,247,248</b>	<b>33,455</b>	<b>2.61%</b>
<b>NET RESULT</b>	<b>2,250,253</b>	<b>3,636,253</b>	<b>3,253,816</b>	<b>5,043,923</b>	<b>1,790,107</b>	<b>55.02%</b>

**Mindarie Regional Council**  
**Balance Sheet**  
For the month ended 31 May 2008

Description	ACTUAL 2007/2008	Movement	ACTUAL 2006/2007	Note
<b>CURRENT ASSETS</b>				
Cash	1,584,456	(146,102)	1,730,558	
Investments	9,388,900	2,333,150	7,055,750	
Debtors	2,310,410	(777,689)	3,088,099	
Stock	108	(10,764)	10,872	
Prepayments	133,529	(128,344)	261,873	
Accrued Income	0	(5,538)	5,538	
Other Current Assets	101,826	(155,353)	257,179	
<b>TOTAL CURRENT ASSETS</b>	<b>13,519,229</b>	<b>1,109,360</b>	<b>12,409,869</b>	
<b>NON-CURRENT ASSETS</b>				
Land	2,658,127	0	2,658,127	
Buildings & Improvements	1,070,029	(141,951)	1,211,980	
Furniture & Equipment	193,906	66,365	127,541	
Plant & Equipment	1,537,327	(290,973)	1,828,300	
Infrastructure - Other	439,089	(61,780)	500,869	
Infrastructure - Excavation	15,088,327	(3,906,813)	18,995,140	
Infrastructure - Rehabilitation	2,378,719	0	2,378,719	
Work In Progress - Excavation	3,212,891	3,212,891	0	
Work In Progress - RRF	5,624,825	1,370,558	4,254,267	
<b>TOTAL NON-CURRENT ASSETS</b>	<b>32,203,240</b>	<b>248,295</b>	<b>31,954,945</b>	
<b>TOTAL ASSETS</b>	<b>45,722,469</b>	<b>1,357,655</b>	<b>44,364,814</b>	
<b>CURRENT LIABILITIES</b>				
Creditors	796,120	697,696	98,424	
Provisions	295,394	26,168	269,226	
Loans Leases Overdrafts	385,501	(2,988,122)	3,373,623	
Accruals	319,201	(702,349)	1,021,550	
Other Current Liabilities	35,000	0	35,000	
<b>TOTAL CURRENT LIABILITIES</b>	<b>1,831,216</b>	<b>(2,966,607)</b>	<b>4,797,823</b>	
<b>NON CURRENT LIABILITIES</b>				
Loans Leases Overdrafts	20,225,754	(630,403)	20,856,157	
Other Non Current Liabilities	3,431,836	(89,259)	3,521,095	
<b>TOTAL NON CURRENT LIABILITIES</b>	<b>23,657,590</b>	<b>(719,662)</b>	<b>24,377,251</b>	
<b>TOTAL LIABILITIES</b>	<b>25,488,806</b>	<b>(3,686,269)</b>	<b>29,175,074</b>	
<b>NET ASSETS</b>	<b>20,233,663</b>	<b>5,043,923</b>	<b>15,189,740</b>	
<b>EQUITY</b>				
Retained Surplus	18,279,331	5,043,923	13,235,408	
Reserves	138,029	0	138,029	
Council Contribution	1,816,303	0	1,816,303	
<b>TOTAL EQUITY</b>	<b>20,233,663</b>	<b>5,043,923</b>	<b>15,189,740</b>	

**Mindarie Regional Council**  
**STATEMENT OF INVESTING ACTIVITIES**  
 For the month ended 31 May 2008

Description	Adopted Budget	Revised Budget	YTD Actual	% to Revised Budget
<b>PLANT AND VEHICLES</b>				
<b>Plant and Vehicles</b>				
Kubota RTV900	20,000	20,000	18,182	90.91%
Skid Steer Loader	79,500	79,500	87,123	109.59%
Toyota Camry Replacement	45,000	45,000	46,737	103.86%
Ford Fairmont Replacement	45,000	45,000	0	
2x Loaders	954,000	954,000	0	
	<b>1,143,500</b>	<b>1,143,500</b>	<b>152,042</b>	<b>13.30%</b>
<b>Machinery and Equipment</b>				
Generator Upgrade	100,000	100,000	4,045	4.05%
Line Marking Machine	8,000	8,000	5,432	67.90%
Crane Attachment	60,000	0	0	
Weed Spraying Equipment	55,000	55,000	1,317	2.39%
Increase Water Tank Capacity	7,000	7,000	0	
Air Compressor	1,000	0	0	
Replace Hook Lift Bin	10,000	10,000	0	
Bandsaw	0	5,000	3,200	64.00%
	<b>241,000</b>	<b>185,000</b>	<b>13,994</b>	<b>7.56%</b>
<b>TOTAL PLANT AND VEHICLES</b>	<b>1,384,500</b>	<b>1,328,500</b>	<b>166,036</b>	<b>12.50%</b>
<b>FURNITURE AND FITTINGS</b>				
<b>Computer and Office Equipment</b>				
Office Computing Equipment	125,000	125,000	101,076	80.86%
Office Furniture and Equipment	58,000	58,000	3,322	5.73%
Security Equipment	12,000	12,000	12,280	102.33%
	<b>195,000</b>	<b>195,000</b>	<b>116,678</b>	<b>59.83%</b>
<b>BUILDING</b>				
<b>Building</b>				
Extension of Administration Block	725,000	725,000	20,378	2.81%
Recycling and Facilities Upgrade	767,000	267,000	21,117	7.91%
Washdown Area Upgrade	50,000	50,000	26,605	53.21%
	<b>1,542,000</b>	<b>1,042,000</b>	<b>68,100</b>	<b>6.54%</b>
<b>INFRASTRUCTURE</b>				
<b>Operations</b>				
Litter Control Fence	75,000	75,000	22,716	
	<b>75,000</b>	<b>75,000</b>	<b>22,716</b>	<b>30.29%</b>
<b>Resource Recovey Facility</b>				
Legal Fees	250,000	704,000	669,549	
Financial and Probity Fees	10,000	82,500	36,508	
Insurance Review	15,000	10,200	18,441	
Superintendent and Management Fees	250,000	318,600	245,442	
Community Consultation	20,000	50,100	41,141	
Project Manager	50,000	57,600	61,381	
Site Infrastructures	670,000	1,224,900	298,096	
Other	0	4,100	0	
	<b>1,265,000</b>	<b>2,452,000</b>	<b>1,370,558</b>	<b>55.90%</b>
<b>LANDFILL EXCAVATIONS</b>				
<b>Excavation Lining Stage 1 and 2</b>				
Superintendent Fees	75,000	75,000	19,630	
MRC Project Manager	15,000	15,000	12,976	
Siteworks, Survey Etc	10,000	10,000	26,573	
	<b>100,000</b>	<b>100,000</b>	<b>59,179</b>	<b>59.18%</b>
<b>Excavation Phase 2 Stage 1</b>				
Lining	280,000	280,000	278,910	
MRC Project Manager			1,926	
Siteworks, Survey Etc	0	0	0	
	<b>280,000</b>	<b>280,000</b>	<b>280,836</b>	<b>100.30%</b>
<b>Excavation Phase 3</b>				
Design Consultant	20,000	20,000	0	
Earthworks	2,360,000	2,860,000	2,856,111	
MRC Project Manager	10,000	10,000	14,265	
Siteworks, Survey Etc	10,000	10,000	2,500	
	<b>2,400,000</b>	<b>2,900,000</b>	<b>2,872,876</b>	<b>99.06%</b>
<b>TOTAL LANDFILL EXCAVATIONS</b>	<b>2,780,000</b>	<b>3,280,000</b>	<b>3,212,892</b>	<b>97.95%</b>

**INFORMATION ON BORROWINGS**

(a) Loan Repayments

<b>Actual</b>	Value of Loan Approved	Matures	Interest Rates	Principal 01/07/2007	Principal Drawn Down to 31/05/2008	Principal	Principal	Interest
						Repayments Actual to 31/05/2008	Outstanding Actual to 31/05/2008	Repayments Actual to 31/05/2008
<b>Community Amenities</b>								
<b>Tamala Park Landfill</b>								
Loan 7 - Tamala Park Stage 2 Phase 1 Construction	3,500,000	May-08	6.15%	956,552	0	956,552	0	29,221
Loan 8 - Building Upgrade	650,000	May-14	6.45%	496,494	0	58,070	438,424	28,079
Loan 9 - Stage 2 Phase 2 Construction	2,000,000	Nov-08	5.78%	803,583	0	528,106	275,477	29,739
Loan 12 - Construction Stage 2 Phase 2	15,000,000	Mar-12	5.98%	14,583,507	0	1,250,010	13,333,497	755,174
<b>Regional Resource Recovery Facility</b>								
Loan 11 - RRF Land Purchase	3,500,000	May-25	5.97%	3,329,423	0	1,196,247	2,133,176	162,898
Loan 10 - RRF Infrastructure	4,600,000	Mar-25	6.16%	1,889,995	0	59,314	1,830,682	105,469
Loan 10 - RRF Infrastructure (Interest Only)	2,600,000			2,170,402	429,598	0	2,600,000	136,669
<b>TOTAL</b>	<b>31,850,000</b>			<b>24,229,957</b>	<b>429,598</b>	<b>4,048,299</b>	<b>20,611,255</b>	<b>1,247,248</b>

Note: Loan 11 principal repayment includes \$1,060,000 from the sale proceeds of the land allocated for "Bush Forever".  
 Loan 10 additional loan drawdown of \$2,600,000 has a variable rate of 8.04% for the month of May 2008.

**ATTACHMENT TWO**  
**TO ITEM 8.2.1**  
**ORDINARY COUNCIL MEETING**  
**21 AUGUST 2008**  
**FINANCIAL STATEMENT FOR THE PERIOD ENDED**  
**30 JUNE 2008**





# **MANAGEMENT FINANCIAL STATEMENTS**

**FOR THE MONTH ENDED  
30 JUNE 08**

**Mindarie Regional Council**  
**INCOME STATEMENT BY NATURE AND TYPE**  
For the month ended 30 June 2008

Description	Adopted Budget	Revised Budget	YTD Budget	YTD Actual	\$ Variance	% Variance	Note
<b>Revenue from Ordinary Activities</b>							
<b>User Charges</b>							
User Charges - City of Perth	850,991	850,991	850,991	730,506			
User Charges - City of Waneroo	3,482,497	3,482,497	3,482,497	3,494,333			
User Charges - City of Joondalup	3,180,369	3,180,369	3,180,369	3,127,505			
User Charges - City of Stirling	4,309,680	4,309,680	4,309,680	4,659,297			
User Charges - Town of Cambridge	626,101	626,101	626,101	557,513			
User Charges - Town of Vincent	665,714	665,714	665,714	662,166			
User Charges - Town of Victoria Park	685,784	685,784	685,784	652,069			
<b>Total Member User Charges</b>	<b>13,801,136</b>	<b>13,801,136</b>	<b>13,801,136</b>	<b>13,883,389</b>	<b>82,253</b>	<b>0.60%</b>	
User Charges - City of South Perth	458,160	458,160	458,160	405,216	(52,944)	-11.56%	1
User Charges - Casual Tipping Fees	3,054,400	4,554,400	4,554,400	5,128,530	574,130	12.61%	
<b>Total User Charges</b>	<b>17,313,696</b>	<b>18,813,696</b>	<b>18,813,696</b>	<b>19,417,135</b>	<b>603,439</b>	<b>3.21%</b>	
<b>Service Charges</b>							
Sale of Recyclable Materials	260,000	360,000	360,000	411,962	51,962	14.43%	
Sale of Limestone	53,741	53,741	53,741	0	(53,741)	-100.00%	2
Gas Power Generation Sales	350,000	450,000	450,000	580,153	130,153	28.92%	
Grants & Subsidies	5,245	155,245	155,245	208,789	53,544	34.49%	
Contributions, Reimbursements & Donations	2,471	2,471	2,471	173,320	170,849	6914.16%	
Interest Earnings	263,000	413,000	413,000	642,402	229,402	55.55%	
Other Revenue	1,000	1,000	1,000	60,250	59,250	5925.00%	
	<b>18,249,153</b>	<b>20,249,153</b>	<b>20,249,153</b>	<b>21,494,011</b>	<b>1,244,858</b>	<b>6.15%</b>	
<b>Expenses from Ordinary Activities</b>							
Employee Costs	3,464,922	3,464,922	3,464,922	3,361,675	103,247	2.98%	
<b>Materials and Contracts</b>							
Consultants and Contract Labour	482,425	532,425	532,425	511,075	21,350	4.01%	
Communications and Public Consultation	532,000	636,000	636,000	600,312	35,688	5.61%	
Landfill Expenses	842,500	822,500	822,500	747,925	74,575	9.07%	
Office Expenses	381,500	381,500	381,500	350,505	30,995	8.12%	
Building Maintenance	313,940	238,940	238,940	262,517	(23,577)	-9.87%	3
Plant and Equipment Operating and Hire	785,500	1,035,500	1,035,500	1,015,769	19,731	1.91%	
Utilities	56,600	91,600	91,600	95,845	(4,245)	-4.63%	
Depreciation	897,512	897,512	897,512	851,256	46,256	5.15%	
Borrowing Cost Expenses	1,317,451	1,387,451	1,387,451	1,292,125	95,326	6.87%	
Insurance	129,000	129,000	129,000	112,847	16,153	12.52%	
DEP Landfill Levy	1,937,294	2,137,294	2,137,294	2,098,152	39,142	1.83%	
Land Lease/Rental	548,729	548,729	548,729	540,738	7,991	1.46%	
<b>Other Expenditure</b>							
Member Costs	88,150	88,150	88,150	99,033	(10,883)	-12.35%	4
Administration	245,000	245,000	245,000	252,718	(7,718)	-3.15%	
Amortisation (LandFill)	3,999,379	3,999,379	3,999,379	3,999,379	0	0.00%	
	<b>16,021,902</b>	<b>16,635,902</b>	<b>16,635,902</b>	<b>16,191,871</b>	<b>444,031</b>	<b>2.67%</b>	
Profit on Sale of Assets	30,099	30,099	30,099	260,006	229,907	763.84%	
Loss on Sale of Assets	7,097	7,097	7,097	7,285	(188)	-2.65%	
	<b>23,002</b>	<b>23,002</b>	<b>23,002</b>	<b>252,721</b>	<b>230,095</b>	<b>1000.33%</b>	
<b>Changes in Net Assets Resulting from Operations</b>	<b>2,250,253</b>	<b>3,636,253</b>	<b>3,636,253</b>	<b>5,554,861</b>	<b>1,918,608</b>	<b>52.76%</b>	

NOTES FOR VARIATIONS - INCOME STATEMENT BY NATURE AND TYPE

<b>Note #</b>	<b>Description of Item</b>	<b>Nature of Variance where actual is 10% and \$5,000 from YTD Budget</b>
1	User Charges - city of South Perth	The drop in revenue is due to lower tonnages delivered by City of South Perth. This drop in revenue is more than compensated by the increase in tonnages by Casuals.
2	Sale of Limestone	There is no income from the sale of limestone due to the surplus of limestone available on the market as a result of the construction of Michelle Freeway. MRC is struggling to giveaway free limestone at this point of time.
3	Building Maintenance	Increase in cost is mainly due to the increase in volume of of electronic waste collected at Recycling Centre. This increase of expenses is compensated through the sale of copper from the electronic waste in recyclable sales resulting in higher sales income for recyclable materials (up 14.4%).
4	Member Costs	Conference fees for the Enviro 08 Conference was slightly higher as a result of the higher than expected attendance from Councillors and Member Council's Representatives.

**Mindarie Regional Council**  
**INCOME STATEMENT BY DEPARTMENT**  
 For the month ended 30 June 2008

Description	Adopted Budget	Revised Budget	YTD Budget	YTD Actual	\$ Variance	% Variance
<b>Revenues from Ordinary Activities</b>						
<b>Operating Revenues</b>						
Community Ammenties	18,249,153	20,249,153	20,249,153	21,494,010	1,244,857	6.15%
<b>Total Operating Revenues</b>	<b>18,249,153</b>	<b>20,249,153</b>	<b>20,249,153</b>	<b>21,494,010</b>	<b>1,244,857</b>	<b>6.15%</b>
<b>Profit on Disposal of Assets</b>						
Community Ammenties	30,099	30,099	30,099	260,006	229,907	763.84%
<b>Total Profit (Loss) on Disposal of Assets</b>	<b>30,099</b>	<b>30,099</b>	<b>30,099</b>	<b>260,006</b>	<b>229,907</b>	<b>763.84%</b>
<b>Expenses from Ordinary Activities</b>						
<b>Operating Expenses</b>						
Governance	1,000,488	1,084,488	1,084,488	775,612	308,876	28.48%
Community Ammenties	13,143,463	13,453,463	13,453,463	13,480,696	(27,233)	-0.20%
Other Property and Sevices	560,500	710,500	710,500	643,437	67,063	9.44%
<b>Total Operating Expenses</b>	<b>14,704,451</b>	<b>15,248,451</b>	<b>15,248,451</b>	<b>14,899,745</b>	<b>348,706</b>	<b>2.29%</b>
<b>Loss on Disposal of Assets</b>						
Community Ammenties	7,097	7,097	7,097	7,285	(188)	-2.65%
<b>Total Profit (Loss) on Disposal of Assets</b>	<b>7,097</b>	<b>7,097</b>	<b>7,097</b>	<b>7,285</b>	<b>(188)</b>	<b>-2.65%</b>
<b>Borrowing Costs Expense</b>						
Community Ammenties	1,317,451	1,387,451	1,387,451	1,292,125	95,326	6.87%
<b>Total Borrowing Costs Expense</b>	<b>1,317,451</b>	<b>1,387,451</b>	<b>1,387,451</b>	<b>1,292,125</b>	<b>95,326</b>	<b>6.87%</b>
<b>NET RESULT</b>	<b>2,250,253</b>	<b>3,636,253</b>	<b>3,636,253</b>	<b>5,554,861</b>	<b>1,918,608</b>	<b>52.76%</b>

**Mindarie Regional Council**  
**Balance Sheet**  
For the month ended 30 June 2008

Description	ACTUAL 2007/2008	Movement	ACTUAL 2006/2007	Note
<b>CURRENT ASSETS</b>				
Cash	2,978,504	1,247,946	1,730,558	
Investments	9,461,778	2,406,028	7,055,750	
Debtors	2,335,963	(752,136)	3,088,099	
Stock	42,215	31,343	10,872	
Prepayments	290,276	28,403	261,873	
Other Current Assets	128,041	(134,676)	262,717	
<b>TOTAL CURRENT ASSETS</b>	<b>15,236,777</b>	<b>2,826,908</b>	<b>12,409,869</b>	
<b>NON-CURRENT ASSETS</b>				
Land	2,658,127	0	2,658,127	
Buildings & Improvements	1,100,583	(111,397)	1,211,980	
Furniture & Equipment	214,591	87,050	127,541	
Plant & Equipment	2,484,015	655,715	1,828,300	
Infrastructure - Other	472,307	(28,562)	500,869	
Infrastructure - Excavation	15,088,327	(3,906,813)	18,995,140	
Infrastructure - Rehabilitation	2,378,719	0	2,378,719	
Work In Progress - Excavation	3,314,125	3,314,125	0	
Work In Progress - RRF	5,683,416	1,429,149	4,254,267	
<b>TOTAL NON-CURRENT ASSETS</b>	<b>33,394,210</b>	<b>1,439,265</b>	<b>31,954,945</b>	
<b>TOTAL ASSETS</b>	<b>48,630,987</b>	<b>4,266,173</b>	<b>44,364,814</b>	
<b>CURRENT LIABILITIES</b>				
Creditors	1,896,346	1,797,922	98,424	
Provisions	438,536	169,310	269,226	
Loans Leases Overdrafts	0	(3,373,623)	3,373,623	
Accruals	727,199	(294,351)	1,021,550	
Other Current Liabilities	0	(35,000)	35,000	
<b>TOTAL CURRENT LIABILITIES</b>	<b>3,062,081</b>	<b>(1,735,742)</b>	<b>4,797,823</b>	
<b>NON CURRENT LIABILITIES</b>				
Loans Leases Overdrafts	21,179,183	323,026	20,856,157	
Other Non Current Liabilities	3,493,650	(27,445)	3,521,095	
<b>TOTAL NON CURRENT LIABILITIES</b>	<b>24,672,833</b>	<b>295,581</b>	<b>24,377,251</b>	
<b>TOTAL LIABILITIES</b>	<b>27,734,914</b>	<b>(1,440,161)</b>	<b>29,175,074</b>	
<b>NET ASSETS</b>	<b>20,896,073</b>	<b>5,706,333</b>	<b>15,189,740</b>	
<b>EQUITY</b>				
Retained Surplus	18,790,269	5,554,861	13,235,408	
Reserves	138,029	0	138,029	
Council Contribution	1,967,775	151,472	1,816,303	
<b>TOTAL EQUITY</b>	<b>20,896,073</b>	<b>5,706,333</b>	<b>15,189,740</b>	

**Mindarie Regional Council**  
**STATEMENT OF INVESTING ACTIVITIES**  
 For the month ended 30 June 2008

Description	Adopted Budget	Revised Budget	YTD Actual	% to Revised Budget
<b>PLANT AND VEHICLES</b>				
<b>Plant and Vehicles</b>				
Kubota RTV900	20,000	20,000	18,182	90.91%
Skid Steer Loader	79,500	79,500	87,123	109.59%
Toyota Camry Replacement	45,000	45,000	46,737	103.86%
Ford Fairmont Replacement	45,000	45,000	35,553	79.01%
2x Loaders	954,000	954,000	954,220	100.02%
	<b>1,143,500</b>	<b>1,143,500</b>	<b>1,141,815</b>	<b>99.85%</b>
<b>Machinery and Equipment</b>				
Generator Upgrade	100,000	100,000	4,045	4.05%
Line Marking Machine	8,000	8,000	5,432	67.90%
Crane Attachment	60,000	0	0	
Weed Spraying Equipment	55,000	55,000	41,455	75.37%
Increase Water Tank Capacity	7,000	7,000	5,001	71.44%
Air Compressor	1,000	0	0	
Replace Hook Lift Bin	10,000	10,000	0	
Bandsaw	0	5,000	3,200	64.00%
	<b>241,000</b>	<b>185,000</b>	<b>59,133</b>	<b>31.96%</b>
<b>TOTAL PLANT AND VEHICLES</b>	<b>1,384,500</b>	<b>1,328,500</b>	<b>1,200,948</b>	<b>90.40%</b>
<b>FURNITURE AND FITTINGS</b>				
<b>Computer and Office Equipment</b>				
Office Computing Equipment	125,000	125,000	125,727	100.58%
Office Furniture and Equipment	58,000	58,000	5,810	10.02%
Security Equipment	12,000	12,000	12,280	102.33%
	<b>195,000</b>	<b>195,000</b>	<b>143,817</b>	<b>73.75%</b>
<b>BUILDING</b>				
<b>Building</b>				
Extension of Administration Block	725,000	725,000	57,728	7.96%
Recycling and Facilities Upgrade	767,000	267,000	21,117	7.91%
Washdown Area Upgrade	50,000	50,000	39,161	78.32%
	<b>1,542,000</b>	<b>1,042,000</b>	<b>118,006</b>	<b>11.32%</b>
<b>INFRASTRUCTURE</b>				
<b>Operations</b>				
Litter Control Fence	75,000	75,000	63,616	
	<b>75,000</b>	<b>75,000</b>	<b>63,616</b>	<b>84.82%</b>
<b>Resource Recovey Facility</b>				
Legal Fees	250,000	704,000	670,603	
Financial and Probity Fees	10,000	82,500	36,508	
Insurance Review	15,000	10,200	18,441	
Superintendent and Management Fees	250,000	318,600	277,965	
Community Consultation	20,000	50,100	42,684	
Project Manager	50,000	57,600	65,286	
Site Infrastructures	670,000	1,224,900	317,662	
Other	0	4,100	0	
	<b>1,265,000</b>	<b>2,452,000</b>	<b>1,429,149</b>	<b>58.29%</b>
<b>LANDFILL EXCAVATIONS</b>				
<b>Excavation Lining Stage 1 and 2</b>				
Superintendent Fees	75,000	75,000	34,995	
MRC Project Manager	15,000	15,000	25,553	
Siteworks, Survey Etc	10,000	10,000	26,573	
	<b>100,000</b>	<b>100,000</b>	<b>87,121</b>	<b>87.12%</b>
<b>Excavation Phase 2 Stage 1</b>				
Lining	280,000	280,000	278,910	
MRC Project Manager			2,515	
Siteworks, Survey Etc	0	0	0	
	<b>280,000</b>	<b>280,000</b>	<b>281,425</b>	<b>100.51%</b>
<b>Excavation Phase 3</b>				
Design Consultant	20,000	20,000	0	
Earthworks	2,360,000	2,860,000	2,924,481	
MRC Project Manager	10,000	10,000	18,598	
Siteworks, Survey Etc	10,000	10,000	2,500	
	<b>2,400,000</b>	<b>2,900,000</b>	<b>2,945,579</b>	<b>101.57%</b>
<b>TOTAL LANDFILL EXCAVATIONS</b>	<b>2,780,000</b>	<b>3,280,000</b>	<b>3,314,126</b>	<b>101.04%</b>

**INFORMATION ON BORROWINGS**

(a) Loan Repayments

Actual	Value of Loan Approved	Matures	Interest Rates	Principal 01/07/2007	Principal Drawn Down to 30/06/2008	Principal Repayments	Principal Outstanding	Interest Repayments
						Actual to 30/06/2008	Actual to 30/06/2008	Actual to 30/06/2008
<b>Community Amenities</b>								
<b>Tamala Park Landfill</b>								
Loan 7 - Tamala Park Stage 2 Phase 1 Construction	3,500,000	May-08	6.15%	956,552	0	956,552	0	29,221
Loan 8 - Building Upgrade	650,000	May-14	6.45%	496,494	0	58,070	438,424	30,403
Loan 9 - Stage 2 Phase 2 Construction	2,000,000	Nov-08	5.78%	803,583	0	528,106	275,477	31,048
Loan 12 - Construction Stage 2 Phase 2	15,000,000	Mar-12	5.98%	14,583,507	0	1,666,680	12,916,827	786,451
<b>Regional Resource Recovery Facility</b>								
Loan 11 - RRF Land Purchase	3,500,000	May-25	5.97%	3,329,423	0	1,211,649	2,117,774	157,340
Loan 10 - RRF Infrastructure	4,600,000	Mar-25	6.16%	1,889,995	0	59,314	1,830,682	114,738
Loan 10 - RRF Infrastructure (Interest Only)	2,600,000		Variable	2,170,402	429,598	0	2,600,000	142,925
Loan 10 - RRF Infrastructure (Interest Only)	4,000,000		Variable	0	1,000,000	0	1,000,000	0
<b>TOTAL</b>	<b>35,850,000</b>			<b>24,229,957</b>	<b>1,429,598</b>	<b>4,480,371</b>	<b>21,179,183</b>	<b>1,292,125</b>

Note: Loan 11 principal repayment includes \$1,060,000 from the sale proceeds of the land allocated for "Bush Forever".  
 Loan 10 additional loan drawdown of \$2,600,000 has a variable rate of 8.04% for the month of June 2008

**ITEM 8.2.2 LIST OF PAYMENTS MADE FOR THE MONTHS ENDED  
 31 MAY 2008 AND 30 JUNE 2008**

**File No: FIN/5-02**

**Attachment(s): 1. List of payments made for the month ended 31 May 2008  
 2. List of payments made for the month ended 30 June 2008**

**Author: Kalwant Dhillon**

**SUMMARY**

The purpose of this report is to provide details of payments made during the periods identified. It is also a requirement as part of the delegation given to the Chief Executive Officer, to make payments from the Municipal Fund, that a list of payments made since the last Ordinary Council meeting be presented to Council.

**COMMENT**

The lists of payments for the months ended 31 May 2008 and 30 June 2008 are at Attachment One and Two to this Item and are presented for endorsement. Payments have been made in accordance with delegations that allow payments between meetings and are subsequently required to be presented to the next Council meeting following such payments. Further, at the Ordinary Council Meeting held on 18 February 1999, the Council delegated to the Chief Executive Officer the exercise of its power to make payments from the Municipal Fund. This delegation has been renewed upon annual reviews. In order to satisfy the requirements of Clause 13(2) of the Local Government (Financial Management) Regulations, a list of payments made must be submitted to the next Council meeting following such payments.

It should be noted that generally all payments are GST inclusive and Mindarie Regional Council is able to claim this tax as an input credit when remittance of GST collected is made each month.

Months Ended	Account	Vouchers	Amount
31 May 2008	General Municipal	1493 – 1692 DP 00098 – DP 00113 EFT 130 – EFT 134	\$2,247,859.95
30 June 2008		1693 – 1897 DP 114 – DP 124 EFT 135 – EFT – 140	\$1,637,894.70

**RECOMMENDATION**

**That Council endorse the list of payments made, as per the delegation made to the Chief Executive Officer, for the months ended 31 May 2008 and 30 June 2008.**



**ATTACHMENT ONE**  
**TO ITEM 8.2.2**  
**ORDINARY COUNCIL MEETING**  
**21 AUGUST 2008**  
**LIST OF PAYMENTS MADE FOR THE MONTH ENDED**  
**31 MAY 2008**

Schedule of Payment for May 2008  
 Council Meeting - 21 August 2008

Cheque Posting Date	Document No.	Vendor Name	Description	Cheque Amount
2/05/2008	1493	ASPERMONT LTD	Periodicals/ Publications	\$ 105.60
2/05/2008	1494	B & T EARTHMOVING	Hire of Bobcat	\$1,320.00
2/05/2008	1495	BOBJANE TMART	Tyres & Tubes for Plant	\$ 158.00
2/05/2008	1496	Bunnings Building Supplies	Expendable Tools	\$239.69
2/05/2008	1497	CABCHARGE AUSTRALIA LTD	Travelling Expenses	\$21.79
2/05/2008	1498	ENVIRO CONVENTIONS	Enviro08 Conference Registration Fees	\$1,975.00
2/05/2008	1499	EVANS RHONDA	Computer Software Acquisitions	\$2,200.00
2/05/2008	1500	GREENWORLD INDOOR GARDENS	Plant Services	\$74.25
2/05/2008	1501	JASNEAT	Cleaning Services	\$ 198.00
2/05/2008	1502	MULTIPROGRAMMING PTY LTD	Computer Services -Weighbridge Project	\$200.72
2/05/2008	1503	NORTHSIDE NISSAN	Plant - Repair and Maintenance	\$477.85
2/05/2008	1504	PAGE DATA (WA)	UPS System	\$22,352.00
2/05/2008	1505	RECRUITMENT SOLUTIONS	Temporary Staffing	\$1,390.40
2/05/2008	1506	RELIANCE PETROLEUM	Distillate	\$37,061.61
2/05/2008	1507	TRAVEL ASSOCIATES AUST P/L	Member Conference Expenses	\$2,317.18
2/05/2008	1508	Waste & Recycle 2008 Conference	Exhibitor Booth - Waste & Recycle 2008 Conference.	\$1,455.00
2/05/2008	1509	Western Plant Hire (WA) Pty Ltd	Plant Hire Costs - Tender 13/85	\$100,641.75
2/05/2008	1510	Western Plant Hire (WA) Pty Ltd	Plant Hire Costs - Tender 13/85	\$98,745.90
2/05/2008	1511	Western Plant Hire (WA) Pty Ltd	Plant Hire Costs - Tender 13/85	\$107,176.30
2/05/2008	1512	DELOITTE	Professional Services - Financial Model Build	\$37,777.07
2/05/2008	1513	Mindarie Regional Council	Petty Cash Reimbursement	\$501.75
6/05/2008	1514	FRASER'S RESTAURANT	Financial Mgt Workshop Expenses	\$500.00
6/05/2008	1515	WALGS PLAN PTY LTD	Superannuation	\$25,804.59
6/05/2008	1516	AMP LIFE LIMITED	Superannuation	\$1,119.60
6/05/2008	1517	CBUS	Superannuation	\$265.41
6/05/2008	1518	HESTA SUPER FUND	Superannuation	\$337.50
6/05/2008	1519	Asteron Portfolio Services	Superannuation	\$263.23
7/05/2008	1520	Western Power	Augmentation Cost for Resource Recovery Facility	\$194,132.00
8/05/2008	1521	Captain Cook Cruises	Deposit for 2008 MRC Corp Christmas Function	\$600.00
8/05/2008	1522	ABA FRIDGE & WASHER SERVICE	Recycling Contractors	\$2,843.50
8/05/2008	1523	ACTION LOCK SERVICE	Building Maintenance	\$110.00
8/05/2008	1524	AIR LIQUIDE WA PTY LTD	Plant Hire Costs	\$116.79
8/05/2008	1525	AIRWELL PUMPS PTY LTD	Ground Water Management	\$4,822.62

Schedule of Payment for May 2008  
 Council Meeting - 21 August 2008

Cheque Posting Date	Document No.	Vendor Name	Description	Cheque Amount
8/05/2008	1526	ARMAGUARD	Cash Collection Services	\$573.05
8/05/2008	1527	B & T EARTHMOVING	Site Operating	\$1,567.50
8/05/2008	1528	BETTER DIGITAL COMMUNICATIONS	Telephone Expenses	\$173.95
8/05/2008	1529	Blackwoods & Atkins	Staff Protective Clothing	\$971.40
8/05/2008	1530	BRIDGESTONE EARTHMOVER TYRES P/L	Tyres & Tubes for Caterpillar 950G	\$873.95
8/05/2008	1531	Bunnings Building Supplies	Expendable Tools	\$292.26
8/05/2008	1532	Car Care (WA) - Mindarie	Car Maintenance Services	\$205.00
8/05/2008	1533	CASTLE SECURITY & ELECTRICAL P/L	Building Security Response	\$150.00
8/05/2008	1534	CCI Chamber of Commerce and Industry	Subscriptions	\$1,463.80
8/05/2008	1535	City of Joondalup	City of Joondalup Sponsorship	\$11,000.00
8/05/2008	1536	CLEAN SWEEP	Access Road Maintenance - Road Sweep	\$843.70
8/05/2008	1537	COFFEE & TEA SUPPLIES OF WA	Staff Amenities	\$1,182.22
8/05/2008	1538	COVENTRYS	Site Operating	\$54.84
8/05/2008	1539	DANUBE RIVER PTY LTD	Consultancy - Strategic Planning	\$2,630.00
8/05/2008	1540	Excel Window Cleaning	Building Maintenance - Window Cleaning	\$280.00
8/05/2008	1541	FREEHILLS	EMS Legal Review Manual Quarterly Update	\$1,870.00
8/05/2008	1542	FUJJI XEROX AUST PTY LTD	Photocopying Expenses	\$632.17
8/05/2008	1543	GOLDFINCH ROB CONSULTING	Ground Water Consulting	\$4,440.92
8/05/2008	1544	Hays Specialist Recruitment (Australia) P/L	Contract Labour	\$1,723.43
8/05/2008	1545	HEALTH ON THE MOVE	Wellness Programs	\$4,177.25
8/05/2008	1546	HITACHI CONSTRUCTION MACHINERY	Repair and Maintenance for Articulated Dump Truck	\$295.88
8/05/2008	1547	INFORMATION OUTLOOK	Computer System Maintenance	\$1,100.00
8/05/2008	1548	IW PROJECTS	Contract Labour	\$14,134.45
8/05/2008	1549	JASNEAT	Cleaning Services	\$1,476.20
8/05/2008	1550	JOONDALUP OFFICE NATIONAL	Stationery	\$372.25
8/05/2008	1551	JUST SPECTACLES CLARKSON	Staff Safety Spectacles	\$964.00
8/05/2008	1552	KINROSS SUPA IGA	Staff Amenities	\$296.18
8/05/2008	1553	Kleenheat Gas	Plant - Fuel and Oil	\$213.53
8/05/2008	1554	Marvic Packaging Australia	Waste Management Education	\$170.50
8/05/2008	1555	MULTIPROGRAMMING PTY LTD	Computer Systems Maintenance & Server Upgrade	\$66,495.99
8/05/2008	1556	MURDOCH UNIVERSITY	Sponsorships	\$1,100.00
8/05/2008	1557	NATIONAL TYRES	Tyres and Tubes for Caterpillar 966G Loader	\$2,530.00
8/05/2008	1558	NATIONWIDE OIL	Recycling Contractor	\$701.25

Schedule of Payment for May 2008  
 Council Meeting - 21 August 2008

Cheque Posting Date	Document No.	Vendor Name	Description	Cheque Amount
8/05/2008	1559	Neverfail Springwater Ltd	Spring Water Supply	\$109.90
8/05/2008	1560	NEWCASTLE WEIGHING SERVICES P/L	Wasteman Support	\$2,037.20
8/05/2008	1561	PIRTEK (MALAGA) PTY LTD	Repair and Maintenance for Tana 400	\$713.96
8/05/2008	1562	PURE AIR FILTERS	Plant - Repair and Maintenance	\$311.30
8/05/2008	1563	RECRUITMENT SOLUTIONS	Temporary Staffing	\$2,534.40
8/05/2008	1564	RENROW NEWSPAPER & MAGAZINE DELIVERY	Newspapers	\$41.00
8/05/2008	1565	REPCO AUTO PARTS-Clarkson	Plant - Repair and Maintenance	\$93.75
8/05/2008	1566	Retravisision - Mindarie	Expendable Tools	\$49.00
8/05/2008	1567	SBS Sims Group	Recycling Contractors	\$7,279.25
8/05/2008	1568	SCOPE BUSINESS IMAGING	Photocopying Expenses	\$222.50
8/05/2008	1569	STEVE'S MOBILE TYRE SERVICE	Tyres and Tubes for Hino Bin Truck	\$120.00
8/05/2008	1570	SYNNOTT MULHOLLAND MANAGEMENT	Contract Services-Waste Management Education Program	\$2,673.00
8/05/2008	1571	TELSTRA	White Pages Advertisements	\$169.04
8/05/2008	1572	TOXFREE	Recycling Contractor	\$3,443.00
8/05/2008	1573	URS	Prof Svcs - MRC Annual Operational Audit Tamala Park	\$19,370.29
8/05/2008	1574	Department of Planning & Infrastructure	Plant and Motor Vehicle Licences	\$502.30
8/05/2008	1575	WA Local Government Association	Advertising & Promotions	\$83.01
8/05/2008	1576	WANNEROO GOLF CLUB INC.	Sponsorships	\$1,600.00
8/05/2008	1577	Western Plant Hire (WA) Pty Ltd	Excavation Phase 3 Stage 2	\$48,510.00
8/05/2008	1578	WORK CLOBBER	Staff Protective Clothing	\$793.80
8/05/2008	1579	UHY HAINES NORTON	Staff Training	\$1,122.00
8/05/2008	1580	PACIFIC DATACOM	Furniture & Equipment	\$2,040.38
12/05/2008	1581	Mindarie Regional Council	Petty Cash Reimbursement	\$876.05
12/05/2008	1582	Shape Up Surf Pty Ltd	Research and Planning	\$19,891.56
16/05/2008	1583	BOULEVARD FLORIST	Flowers	\$80.00
16/05/2008	1584	CASTLE SECURITY & ELECTRICAL P/L	Building Security Response	\$75.00
16/05/2008	1585	CLEAN SWEEP	Access Road Maintenance - Road Sweep	\$908.60
16/05/2008	1586	COMMAND A COM	Telephone Expenses	\$275.00
16/05/2008	1587	Crossland & Hardy Pty Ltd	Excavation Phase 3 Stage 2	\$1,474.00
16/05/2008	1588	DOMAIN CATERING	Corporate Communications Strategy - Earth Carers	\$275.00
16/05/2008	1589	DRAGE SIGNS	Corporate Communications Strategy - Earth Carers	\$264.00
16/05/2008	1590	Hays Specialist Recruitment (Australia) P/L	Contract Staff	\$1,378.74
16/05/2008	1591	IW PROJECTS	Contract Labour	\$23,700.11

Schedule of Payment for May 2008  
 Council Meeting - 21 August 2008

Cheque Posting Date	Document No.	Vendor Name	Description	Cheque Amount
16/05/2008	1592	JOONDALUP OFFICE NATIONAL	Stationery	\$426.55
16/05/2008	1593	JOONDALUP RESORT	CEAG Meeting Expenses	\$590.00
16/05/2008	1594	JUST SPECTACLES CLARKSON	Staff Safety Spectacles	\$813.00
16/05/2008	1595	KINROSS SUPA IGA	Staff Amenities	\$151.37
16/05/2008	1596	KITEC ELECTRICAL SERVICES	Site Operating	\$1,328.10
16/05/2008	1597	Kleenheat Gas	Gas Bottle Refill	\$335.55
16/05/2008	1598	SITA Australia Pty Ltd	Buildings & Improvements	\$717.75
16/05/2008	1599	TELSTRA	Telephone Expenses	\$677.85
16/05/2008	1600	WESTERN DIAGNOSTIC PATHOLOGY	Drug Testing Routine	\$2,156.88
16/05/2008	1601	WorkSafe	Staff Training	\$71.00
16/05/2008	1602	WorkSafe	Staff Training	\$71.00
16/05/2008	1603	WA Local Government Association	Advertising	\$4,196.98
20/05/2008	1604	B & T EARTHMOVING	Buildings & Improvements	\$1,000.45
20/05/2008	1605	Great Southern Sands	Excavation Phase 3 Stage 2	\$30,305.00
20/05/2008	1606	IW PROJECTS	Contract Labour	\$2,211.55
20/05/2008	1607	LANDFILL GAS & POWER PTY LTD	Electricity	\$2,136.71
20/05/2008	1608	OPTUS COMMUNICATIONS	Mobile Telephone Expenses	\$958.31
20/05/2008	1609	Premium Plastics	Bushland Management	\$3,527.81
20/05/2008	1610	RECRUITMENT SOLUTIONS	Temporary Staffing	\$1,408.00
20/05/2008	1611	THE FUNK FACTORY	Corporate Communications Strategy	\$3,657.50
20/05/2008	1612	TRAVEL ASSOCIATES AUST P/L	Staff Conferences	\$6,252.18
20/05/2008	1613	Department of Planning & Infrastructure	Plant and Motor Vehicle Licences	\$96.40
20/05/2008	1614	WA Local Government Association	Website Maintenance	\$1,551.00
20/05/2008	1615	WASTE MANAGEMENT ASSN OF AUST LTD	Waste Management Education	\$40.00
20/05/2008	1616	RELIANCE PETROLEUM	Supply of Distillate	\$41,356.69
23/05/2008	1617	City of Joondalup	Lease Fee Lot 118 Marmion Avenue	\$8,383.36
23/05/2008	1618	City of Perth	Lease Fee Lot 118 Marmion Avenue	\$4,191.68
23/05/2008	1619	City of Stirling	Lease Fee Lot 118 Marmion Avenue	\$16,766.73
23/05/2008	1620	Town of Cambridge	Lease Fee Lot 118 Marmion Avenue	\$4,191.68
23/05/2008	1621	Town of Vincent	Lease Fee Lot 118 Marmion Avenue	\$4,191.68
23/05/2008	1622	Town of Victoria Park	Lease Fee Lot 118 Marmion Avenue	\$4,191.68
23/05/2008	1623	City of Wanneroo	Lease Fee Lot 118 Marmion Avenue	\$8,383.36
23/05/2008	1624	Lombardi Bros	Motor Vehicle repair and maintenance	\$600.00

Schedule of Payment for May 2008  
 Council Meeting - 21 August 2008

Cheque Posting Date	Document No.	Vendor Name	Description	Cheque Amount
27/05/2008	1625	ALL EARTH GROUP PTY LTD	Excavation Phase 3 Stage 2	\$153,689.53
27/05/2008	1626	Animal Pest Management Services	Site Operating	\$2,359.50
27/05/2008	1627	Bunnings Building Supplies	Site Operating	\$111.02
27/05/2008	1628	COATES HIRE	Control Fencing Maintenance	\$1,324.40
27/05/2008	1629	COMMAND A COM	Site Operating	\$769.80
27/05/2008	1630	Hays Specialist Recruitment (Australia) P/L	Contract Staff	\$3,366.43
27/05/2008	1631	JUST SPECTACLES CLARKSON	Staff Safety Spectacles	\$760.00
27/05/2008	1632	LINC STRATEGIC	Corporate Communications Strategy	\$1,639.00
27/05/2008	1633	MERCURY	Courier Expenses	\$1,081.59
27/05/2008	1634	MINDARIE BUS CHARTER	Corporate Communications Strategy - Earth Carers	\$605.00
27/05/2008	1635	Neverfail Springwater Ltd	Spring Water Supply	\$55.40
27/05/2008	1636	Print Acumen Pty Ltd	Printing Services	\$3,720.00
27/05/2008	1637	RECRUITMENT SOLUTIONS	Contract Staff	\$1,408.00
27/05/2008	1638	SBS Sims Group	Recycling Contractor	\$5,211.25
27/05/2008	1639	The Odour Unit (WA) Pty Ltd	Prof Svcs in Relation to Public Meeting for RRF	\$4,373.60
27/05/2008	1640	URBAN RESOURCES	Excavation Phase 3 Stage 2	\$19,228.01
27/05/2008	1641	Western Plant Hire (WA) Pty Ltd	Excavation Phase 3 Stage 3	\$56,905.75
27/05/2008	1642	WesTrac Pty Ltd	Repair and Maintenance for Caterpillar 966G Loader	\$951.64
27/05/2008	1643	WILSON SECURITY	Building Security	\$1,218.89
27/05/2008	1644	WorkSafe	Staff Training	\$71.00
27/05/2008	1645	YAKKA PTY LTD	Staff Uniforms/Protective Clothing	\$1,163.34
27/05/2008	1646	YAKKA PTY LTD	Staff Uniforms/Protective Clothing	\$780.20
27/05/2008	1647	YAKKA PTY LTD	Staff Uniforms/Protective Clothing	\$977.19
29/05/2008	1648	BRYANT MEDIA	Corporate Communications Strategy	\$62,922.70
30/05/2008	1649	Armadale Concrete Tanks	Installation of 50,000 litre Concrete Tank	\$16,280.00
30/05/2008	1650	CABCHARGE AUSTRALIA LTD	Corporate Function - Cab Charges	\$375.98
30/05/2008	1651	CALTEX AUSTRALIA PETROLEUM PTY	Plant - Fuel and Oil	\$592.09
30/05/2008	1652	CCI Chamber of Commerce and Industry	Staff Training	\$1,056.00
30/05/2008	1653	City of Joondalup	Sponsorship Partner for the 10 Year Anniversary	\$16,500.00
30/05/2008	1654	CLEAN SWEEP	Access Road Maintenance - Road Sweep	\$616.55
30/05/2008	1655	COUPLERS MALAGA	Repair and Maintenance for Fire Fighting Ute	\$267.89
30/05/2008	1656	DOMAIN CATERING	Corporate Communications Strategy - Earth Carers	\$1,777.76
30/05/2008	1657	DRAGE SIGNS	Frog Decals to Balcatta Site	\$1,397.00

Schedule of Payment for May 2008  
 Council Meeting - 21 August 2008

Cheque Posting Date	Document No.	Vendor Name	Description	Cheque Amount
30/05/2008	1658	DUN & BRADSTREET AUSTRALIA P/L	Business Name Extract	\$21.62
30/05/2008	1659	FREEHILLS	Legal Services for Resource Recovery Facility	\$33,550.78
30/05/2008	1660	GOLDER ASSOCIATES PTY LTD	Prep. Strategy plan for Tamala Park Landfill	\$13,079.96
30/05/2008	1661	H & L GLASS	Repair and Maintenance for Caterpillar 950F Loader	\$560.00
30/05/2008	1662	Hays Specialist Recruitment (Australia) P/L	Contract Staff	\$1,723.43
30/05/2008	1663	Horizons West Bus & Coachlines	Waste Management Education - Bus Tours	\$924.00
30/05/2008	1664	JASNEAT	Cleaning Services	\$1,001.00
30/05/2008	1665	Josh Byrne & Associates	Corporate Communications Strategy - Earth Carers	\$715.00
30/05/2008	1666	KINROSS SUPA IGA	Staff Amenities	\$172.64
30/05/2008	1667	LAKE ANNE CONSULTANCY	Human Resources Management Services	\$2,189.00
30/05/2008	1668	Leederville Sporting Club	Corporate Communications Strategy - Earth Carers	\$165.00
30/05/2008	1669	LOCAL GOVT MANAGERS AUST	Council Consensus Workshop	\$550.00
30/05/2008	1670	Ms Jan Grimoldby	Consultancy - Review of Delegated Authorities & Report	\$495.00
30/05/2008	1671	MULTIPROGRAMMING PTY LTD	Minor Equipment	\$950.12
30/05/2008	1672	NATIONAL TYRES	Tyres and Tubes for Caterpillar 966G	\$784.30
30/05/2008	1673	ORS GROUP	Wellness Program - Annual Report	\$71.50
30/05/2008	1674	Proost, Exclusive Gifts & Hampers	Other Administration Expenses	\$104.95
30/05/2008	1675	RENROW NEWSPAPER & MAGAZINE DELIVERY	Newspapers	\$38.40
30/05/2008	1676	SBS Sims Group	Recycling Contractor	\$2,217.60
30/05/2008	1677	SYNNOTT MULHOLLAND MANAGEMENT	Consultancy - Waste Education Strategy	\$12,265.00
30/05/2008	1678	The Executive Connection Pty Ltd	Subscription & Seminar Fees	\$4,482.50
30/05/2008	1679	TYRE WASTE (WA)	Recycling Contractor	\$839.85
30/05/2008	1680	W W CONSULTING PTY LTD	Consultancy	\$2,420.00
30/05/2008	1681	WA Local Government Association	Advertising	\$2,603.58
30/05/2008	1682	Western Plant Hire (WA) Pty Ltd	Excavation Phase 3 Stage 2	\$1,100.00
30/05/2008	1683	WestTrac Pty Ltd	Repair and Maintenance for Various Plant & Equipment	\$1,641.82
30/05/2008	1684	WOODHOUSE LEGAL	Legal Expenses	\$1,570.80
30/05/2008	1685	WorkSafe	Staff Training	\$142.00
30/05/2008	1686	YAKKA PTY LTD	Staff Uniforms/Protective Clothing	\$263.16
30/05/2008	1687	Mindarie Regional Council	Petty Cash Reimbursement	\$2,048.12
31/05/2008	1688	AMP LIFE LIMITED	CANCELLED CHEQUE	\$0.00
31/05/2008	1689	Asteron Portfolio Services	Superannuation	\$263.32
31/05/2008	1690	CBUS	Superannuation	\$258.10

Schedule of Payment for May 2008  
 Council Meeting - 21 August 2008

Cheque Posting Date	Document No.	Vendor Name	Description	Cheque Amount
31/05/2008	1691	HESTA SUPER FUND	Superannuation	\$337.50
31/05/2008	1692	WALGS PLAN PTY LTD	Superannuation	\$26,613.13
		<b>Total Cheque Payments</b>		<b>\$1,551,935.40</b>
1/05/2008	DP-00098	National Australia Bank	Merchant Charges for April 2008	\$1,155.30
1/05/2008	DP-00099	iiNet Limited	Internet Charges	\$399.80
1/05/2008	DP-00100	National Australia Bank	National Online Fee	\$46.66
1/05/2008	DP-00101	Commonwealth Bank of Australia	Loan10 Interest - April 2008	\$17,181.37
1/05/2008	DP-00102	Commonwealth Bank of Australia	Cancelled	\$0.00
8/05/2008	DP-00103	Commonwealth Bank of Australia	Loan11 Principal Repayment	\$74,937.85
12/05/2008	DP-00104	Commonwealth Bank of Australia	Loan7 Final Repayment	\$248,498.20
21/05/2008	DP-00105	National Australia Bank	Credit Card Payment	\$3,058.88
21/05/2008	DP-00106	Australian Taxation Office	BAS for April 2008	\$156,327.00
30/05/2008	DP-00107	National Australia Bank	Account Fees	\$188.00
30/05/2008	DP-00108	Commonwealth Bank of Australia	Loan10 Interest - May 2008	\$16,946.30
30/05/2008	DP-00109	National Australia Bank	Merchant Fee for May 08	\$1,262.45
30/05/2008	DP-00110	National Australia Bank	National Online Fee	\$48.87
30/05/2008	DP-00111	National Australia Bank	Cancelled	\$0.00
30/05/2008	DP-00112	National Australia Bank	Cancelled	\$0.00
30/05/2008	DP-00113	Commonwealth Bank of Australia	Loan8 Repayments	\$22,178.68
		<b>Total Direct Payments</b>		<b>\$542,229.36</b>
9/05/2008	EFT-00130	Payroll Employee Wages	Payroll Employee Wages	\$71,884.81
9/05/2008	EFT-00131	HSE Control Pty Ltd	Contract Services	\$5,797.00
23/05/2008	EFT-00132	Payroll Employee Wages	Payroll Employee Wages	\$69,708.07
23/05/2008	EFT-00133	HSE Control Pty Ltd	Contract Services	\$6,358.00
23/05/2008	EFT-00134	Payroll Employee Wages	Payroll Employee Wages	\$1,658.43
		<b>Total EFT Payments</b>		<b>\$155,406.31</b>
		<b>Grand Total</b>		<b>\$2,249,571.07</b>



Schedule of Payment for May 2008  
 Council Meeting - 21 August 2008

Cheque Posting Date	Document No.	Vendor Name	Description	Cheque Amount
		<b>Summary Schedule of Payments</b>		
		<b>Cheque Payments</b>		
		Cheque No.1493 to 1692		\$1,551,935.40
		<b>Electronic Payments</b>		
		DP-00098 to DP-00113		\$542,229.36
		EFT-00130 to EFT-00134		\$155,406.31
		<b>Grand Total</b>		<b>\$2,249,571.07</b>

**CERTIFICATE OF CHIEF EXECUTIVE OFFICER**  
 This schedule of accounts which was passed for payment, covering vouchers as above which was submitted to each member of Council on 21 August 2008 has been checked and is fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations, and costing and the amounts due for payment.

**CHIEF EXECUTIVE OFFICER**

**ATTACHMENT TWO**  
**TO ITEM 8.2.2**  
**ORDINARY COUNCIL MEETING**  
**21 AUGUST 2008**  
**LIST OF PAYMENTS MADE FOR THE MONTH ENDED**  
**30 JUNE 2008**

Schedule of Payment for June 2008  
 Council Meeting - 21 August 2008

Cheque Posting Date	Document No.	Vendor Name	Description	Cheque Amount
3/06/2008	1693	Mindarie Regional Council	Petty Cash Reimbursement	\$1,170.25
6/06/2008	1694	Carbon Neutral	Carbon Neutral - 1013 Tonnes of Co2 Offset	\$18,234.00
6/06/2008	1695	Colour Box	Corporate Communications Strategy / Earth Carers	\$521.40
6/06/2008	1696	Creative Spaces	Corporate Communications Strategy / Mobile Trailer	\$14,006.66
6/06/2008	1697	Crowne Plaza Newcastle	Hire of Meeting Room/Facilities	\$375.90
6/06/2008	1698	GREENWORLD INDOOR GARDENS	Plant Services	\$74.25
6/06/2008	1699	Hays Specialist Recruitment (Australia) P/L	Contract Staff	\$1,723.43
6/06/2008	1700	JOONDALUP OFFICE NATIONAL	Minor Equipment	\$359.30
6/06/2008	1701	METTLER TOLEDO LIMITED	Site Operating / Weighbridge Maintenance	\$299.75
6/06/2008	1702	Neverfail Springwater Ltd	Spring Water Supply	\$66.30
6/06/2008	1703	Ocean Keys Family Practice	Pre Employment Medical	\$79.75
6/06/2008	1704	PAGE DATA (WA)	UPS System	\$15,265.80
6/06/2008	1705	PURE AIR FILTERS	Plant - Repair and Maintenance	\$58.30
6/06/2008	1706	SHERIDAN'S FOR BADGES	Names Badges	\$314.82
6/06/2008	1707	TOWER SOFTWARE	TRIM WA Annual Local Support	\$1,912.90
6/06/2008	1708	WA Local Government Association	Human Resources Management Services	\$4,180.00
6/06/2008	1709	Waste & Recycle 2008 Conference	Additional Trade Representation	\$660.00
6/06/2008	1710	WesTrac Pty Ltd	Staff farewell gift	\$127.62
6/06/2008	1711	YAKKA PTY LTD	Staff Uniforms/Protective Clothing	\$385.66
6/06/2008	1712	YAKKA PTY LTD	Staff Uniforms/Protective Clothing	\$386.75
11/06/2008	1713	ARMAGUARD	Cash Collection Services	\$589.42
11/06/2008	1714	AUSTRALIA POST - JOONDALUP	Postage	\$566.25
11/06/2008	1715	Australian Institute of Management	Staff Training	\$385.00
11/06/2008	1716	B & T EARTHMOVING	Building & Improvements / Washdown Bay Upgrade	\$701.25
11/06/2008	1717	Bunnings Building Supplies	Site Operating	\$88.46
11/06/2008	1718	CASTLE SECURITY & ELECTRICAL P/L	Building Security	\$404.80
11/06/2008	1719	City of Wanneroo	Collection of Rubbish Carts	\$1,047.00
11/06/2008	1720	CLEAN SWEEP	Access Road Maintenance - Road Sweep	\$681.45
11/06/2008	1721	COATES HIRE	Plant Hire Costs	\$81.99
11/06/2008	1722	CSIRO ACCOUNTS RECEIVABLE	Ground Water Management	\$43,338.90
11/06/2008	1723	DOMAIN CATERING	Corporate Communications Strategy / Meals & Entertainment	\$1,686.25
11/06/2008	1724	FUJI XEROX AUST PTY LTD	Photocopier Lease Expenses	\$815.49
11/06/2008	1725	GOLDFINCH ROB CONSULTING	Ground Water Management	\$8,937.80
11/06/2008	1726	HOPKINS J & K	Minor Equipment	\$604.00

Schedule of Payment for June 2008  
 Council Meeting - 21 August 2008

Cheque Posting Date	Document No.	Vendor Name	Description	Cheque Amount
11/06/2008	1727	IW PROJECTS	Contract Labour	\$12,566.40
11/06/2008	1728	JOONDALUP OFFICE NATIONAL	Stationery and Printing	\$534.00
11/06/2008	1729	Kleenheat Gas	Gas refill	\$244.04
11/06/2008	1730	LINC STRATEGIC	Website Design & Upgrade - Graphic Support	\$858.00
11/06/2008	1731	MOBILE MASTERS	Site Operating / Microphone	\$170.50
11/06/2008	1732	SBS Sims Group	Recycling Contractor	\$11,175.23
11/06/2008	1733	SCOPE BUSINESS IMAGING	Photocopying Expenses	\$284.73
11/06/2008	1734	STEVE'S MOBILE TYRE SERVICE	Tyres and Tubes for Hino Bin Truck	\$170.00
11/06/2008	1735	TELSTRA	Telephone Expenses - WA Perth Directory	\$169.12
11/06/2008	1736	TOP CLASS SPORTS	Waste Management Education	\$6,364.50
11/06/2008	1737	Town of Cambridge	Waste Management Education	\$5,112.00
11/06/2008	1738	WesTrac Pty Ltd	Repair and Maintenance for Caterpillar 966G	\$3,220.42
17/06/2008	1739	ADVANCED NETTING PTY LTD	Supply and Install Control Fencing	\$14,380.00
17/06/2008	1740	AIR LIQUIDE WA PTY LTD	Oxy Cylinders	\$116.79
17/06/2008	1741	ALINTA GAS	Gas Usage	\$28.55
17/06/2008	1742	ARCUS AUSTRALIA PTY LTD	Supply/Deliver & Install Ice Machine at Recycling	\$2,736.80
17/06/2008	1743	B & T EARTHMOVING	Washdown Bay Upgrade	\$638.00
17/06/2008	1744	Blackwoods & Atkins	Staff Protective Clothing	\$2,065.85
17/06/2008	1745	BOULEVARD FLORIST	Flowers	\$60.00
17/06/2008	1746	Bunnings Building Supplies	Control Fencing Maintenance	\$206.34
17/06/2008	1747	CALTEX AUSTRALIA PETROLEUM PTY	Plant - Fuel and Oil	\$517.39
17/06/2008	1748	City of Stirling	Meeting Expenses	\$54.00
17/06/2008	1749	CLEAN SWEEP	Road Sweep	\$519.20
17/06/2008	1750	COMMAND A COM	Telephone Expenses	\$1,397.00
17/06/2008	1751	COUPLERS MALAGA	Hoses for Wash-down Bays	\$371.80
17/06/2008	1752	COVENTRYS	Site Operating	\$148.42
17/06/2008	1753	DBS FENCING	Litter Control Fence	\$4,730.00
17/06/2008	1754	Devco Holdings Pty Ltd	Administration Building Extension - Progress Claim No. 1	\$22,126.50
17/06/2008	1755	DRIVE IN ELECTRICS	Battery for Heavy Plant	\$615.70
17/06/2008	1756	FRASER'S RESTAURANT	Financial Management Workshop	\$2,030.50
17/06/2008	1757	FREEHILLS	Legal Services	\$9,396.15
17/06/2008	1758	IFAP	Corporate Membership Subscription	\$363.00
17/06/2008	1759	INFORMATION OUTLOOK	Navision Payroll Upgrade with New Legislation Changes	\$4,182.75
17/06/2008	1760	JOONDALUP OFFICE NATIONAL	Stationery and Printing	\$547.40

Schedule of Payment for June 2008  
 Council Meeting - 21 August 2008

Cheque Posting Date	Document No.	Vendor Name	Description	Cheque Amount
17/06/2008	1761	Junkbusters	Corporate Communications Strategy - Earth Carers	\$150.00
17/06/2008	1762	KINROSS SUPA IGA	Staff Amenities	\$247.87
17/06/2008	1763	KITEC ELECTRICAL SERVICES	Electrical Tagging for Whole Site	\$2,366.10
17/06/2008	1764	LANDFILL GAS & POWER PTY LTD	Electricity Usage	\$2,166.72
17/06/2008	1765	MCINERNEY FORD	Replacement of Ford Fairmont	\$21,712.10
17/06/2008	1766	NORDIC FITNESS EQUIPMENT	Wellness Programs	\$434.00
17/06/2008	1767	PURE AIR FILTERS	Wash Air Filters for Plant	\$231.00
17/06/2008	1768	RELIANCE PETROLEUM	Supply of Distillate	\$46,945.84
17/06/2008	1769	SBS Sims Group	Recycling Contractor	\$2,049.30
17/06/2008	1770	SJM Fencing	Infrastructure / Litter Control Fence	\$26,850.00
17/06/2008	1771	STEVE'S MOBILE TYRE SERVICE	Tyres and Tubes for Hino Bin Truck	\$455.00
17/06/2008	1772	SYNERGY	Electricity Usage	\$36.00
17/06/2008	1773	TRAVEL ASSOCIATES AUST P/L	Travelling / Accom. & Related Expenses - Wasteman Upgrade	\$10,825.57
17/06/2008	1774	WA Local Government Association	Advertising & Promotions	\$4,629.96
17/06/2008	1775	WANNEROO PLUMBING SERVICE	Buildings & Improvements / Washdown Area Upgrade	\$1,716.00
17/06/2008	1776	WESTERN DIAGNOSTIC PATHOLOGY	Wellness Programs	\$24.75
17/06/2008	1777	WESTERN RESOURCE RECOVERY	Recycling Contractor	\$3,610.20
17/06/2008	1778	WesTrac Pty Ltd	Plant Repair and Maintenance	\$298.67
17/06/2008	1779	WOODHOUSE LEGAL	Legal Expenses - Establishment Agreement Review	\$7,326.00
17/06/2008	1780	YAKKA PTY LTD	Staff Uniforms/Protective Clothing	\$72.68
20/06/2008	1781	Proton Promotional Advertising	Corporate Communications Strategy - Earth Carers	\$575.00
23/06/2008	1783	Mindarie Regional Council	Petty Cash Reimbursement	\$1,135.80
24/06/2008	1784	City of Joondalup	Lease Fee Lot 118 Marmion Avenue	\$8,383.37
24/06/2008	1785	City of Perth	Lease Fee Lot 118 Marmion Avenue	\$4,191.68
24/06/2008	1786	City of Stirling	Lease Fee Lot 118 Marmion Avenue	\$16,766.73
24/06/2008	1787	Town of Cambridge	Lease Fee Lot 118 Marmion Avenue	\$4,191.68
24/06/2008	1788	Town of Vincent	Lease Fee Lot 118 Marmion Avenue	\$4,191.68
24/06/2008	1789	Town of Victoria Park	Lease Fee Lot 118 Marmion Avenue	\$4,191.68
24/06/2008	1790	City of Wanneroo	Lease Fee Lot 118 Marmion Avenue	\$8,383.37
30/06/2008	1791	Bucking Bull Joondalup	Business Meeting Expenses	\$210.00
30/06/2008	1792	ALL EARTH GROUP PTY LTD	Excavation Phase 3 Stage 2	\$95,414.86
30/06/2008	1793	ALLMARK PROMOTIONS	Waste Management Education	\$1,738.00
30/06/2008	1794	BOBJANE TMART	Tyres and Tubes for Nissan Navarra	\$300.00
30/06/2008	1795	BRYANT MEDIA	Corporate Communications Strategy & Community News Update	\$20,396.20

Schedule of Payment for June 2008  
 Council Meeting - 21 August 2008

Cheque Posting Date	Document No.	Vendor Name	Description	Cheque Amount
30/06/2008	1796	Bunnings Building Supplies	Site Operating & Control Fencing Maintenance	\$136.66
30/06/2008	1797	CARDNO BSD PTY LTD	Prof. Sves for Lot 505 Pederick Rd Neerabup	\$643.50
30/06/2008	1798	COATES HIRE	Buildings & Improvements / Washdown Area Upgrade	\$230.14
30/06/2008	1799	COVENTRYS	Various workshop supplies	\$414.36
30/06/2008	1800	DRAGE SIGNS	Waste Management Education	\$206.80
30/06/2008	1801	DUN & BRADSTREET AUSTRALIA P/L	Legal Expenses	\$272.10
30/06/2008	1802	Editorial and Publishing Consultants P/L	Subscriptions	\$66.00
30/06/2008	1803	Elektek	Electrical work at Conference Room	\$312.40
30/06/2008	1804	Excel Window Cleaning	Window Cleaning of Buildings	\$290.00
30/06/2008	1805	FILTER SUPPLIES	Repair and Maintenance for Tana 400 and Skid Steer Loader	\$1,633.00
30/06/2008	1806	Great Southern Sands	Excavation Phase 3 Stage 2	\$78,447.88
30/06/2008	1807	GROGUARD	Bushland Management	\$11,558.80
30/06/2008	1808	Hays Specialist Recruitment (Australia) P/L	Contract Staff	\$3,102.17
30/06/2008	1809	HITACHI CONSTRUCTION MACHINERY	Repair and Maintenance for Articulated Dump Truck	\$338.34
30/06/2008	1810	JOONDALUP BUSINESS ASSOCIATION	Renewal of JBA Membership 2008/09	\$225.00
30/06/2008	1811	JOONDALUP OFFICE NATIONAL	Stationery and Printing	\$1,164.45
30/06/2008	1812	Kalamunda Bus Service	Waste Management Education	\$250.00
30/06/2008	1813	KINROSS SUPA IGA	Staff Amenities	\$115.03
30/06/2008	1814	L & T VENABLES	Repair and Maintenance for Hino Bin Truck	\$10.73
30/06/2008	1815	LINC STRATEGIC	Application fees for Registering of Trade Mark	\$506.00
30/06/2008	1816	Marvic Packaging Australia	Waste Management Education	\$3,058.00
30/06/2008	1817	MERCURY	Courier Expenses	\$85.97
30/06/2008	1818	NATIONAL TYRES	Tyres and Tubes for Caterpillar 966G Loader	\$495.00
30/06/2008	1819	Neverfail Springwater Ltd	Spring Water Supply	\$44.85
30/06/2008	1820	NORTH BEACH ELECTRICAL PTY LTD	Recycling Centre Electrical Upgrade	\$12,276.00
30/06/2008	1821	OPTUS COMMUNICATIONS	Telephone Expenses	\$1,018.37
30/06/2008	1822	QUINNS ROCK EARTHMOVING	Contract Labour External	\$5,148.00
30/06/2008	1823	Records Management Assoc. of Australia	Staff Conferences	\$2,640.00
30/06/2008	1824	SBS Sims Group	Recycling Contractor	\$4,208.16
30/06/2008	1825	SYNNOTT MULHOLLAND MANAGEMENT	Professional Seervices for RRF Project & Waste Education	\$16,090.25
30/06/2008	1826	TELSTRA	Telephone Expenses	\$625.17
30/06/2008	1827	The Underprivileged Children's Guide	Advertising	\$423.50
30/06/2008	1828	TRANEN PTY LTD	Bushland Management - Balance monitoring	\$5,046.03
30/06/2008	1829	Department of Planning & Infrastructure	Motor Vehicle and Plant Licences	\$1,478.45

Schedule of Payment for June 2008  
 Council Meeting - 21 August 2008

Cheque Posting Date	Document No.	Vendor Name	Description	Cheque Amount
30/06/2008	1830	Western Plant Hire (WA) Pty Ltd	Excavation Phase 3 Stage 2	\$45,149.50
30/06/2008	1831	WesTrac Pty Ltd	Supply of Plant & Machinery Oil	\$2,010.71
30/06/2008	1832	WILSON SECURITY	Building Security	\$1,218.89
30/06/2008	1833	WORK CLOBBER	Staff Protective Clothing	\$295.87
30/06/2008	1834	Creative Spaces	Corporate Communications Strategy - Mobile Display Trailer	\$14,006.66
30/06/2008	1835	WALGS PLAN PTY LTD	Superannuation	\$27,585.19
30/06/2008	1836	HESTA SUPER FUND	Superannuation	\$337.50
30/06/2008	1837	Asteron Portfolio Services	Superannuation	\$262.24
30/06/2008	1897	Mindarie Regional Council	Petty Cash Reimbursement	\$552.55
<b>Total Cheque Payments</b>				<b>\$774,430.01</b>
16/06/2008	DP-00114	National Australia Bank	Loan12 Repayments	\$606,415.94
16/06/2008	DP-00115	National Australia Bank	Bill drawdown fee	\$150.00
23/06/2008	DP-00116	National Australia Bank	Facility Fee	\$12,916.65
23/06/2008	DP-00117	National Australia Bank	Credit Card payment	\$1,205.56
23/06/2008	DP-00118	Australian Taxation Office	May08 BAS payment	\$81,789.00
23/06/2008	DP-00119	National Australia Bank	Cancelled	\$0.00
23/06/2008	DP-00120	National Australia Bank	Cancelled	\$0.00
30/06/2008	DP-00121	National Australia Bank	Loan Facility Fee - Loan10	\$5,000.00
30/06/2008	DP-00122	National Australia Bank	Loan Drawdown Fee Loan 10	\$150.00
30/06/2008	DP-00123	National Australia Bank	Bank Account Fees	\$184.40
30/06/2008	DP-00124	National Australia Bank	Application Fee for Loan Facility Loan 10	\$2,000.00
<b>Total Direct Payments</b>				<b>\$709,811.55</b>
6/06/2008	EFT-00135	Payroll Employee Wages	Payroll Employee Wages	\$68,849.24
6/06/2008	EFT-00136	HSE Control Pty Ltd	Contract Services 17/5/08 to 30/5/08	\$5,469.75
20/06/2008	EFT-00137	Payroll Employee Wages	Payroll Employee Wages	\$68,114.15
23/06/2008	EFT-00138	HSE Control Pty Ltd	Cancelled	\$0.00
23/06/2008	EFT-00139	HSE Control Pty Ltd	Contract Services 1/6/08 to 14/6/08	\$5,610.00
27/06/2008	EFT-00140	HSE Control Pty Ltd	Contract Services 15/6/08 to 28/6/08	\$5,610.00
<b>Total EFT Payments</b>				<b>\$153,653.14</b>
<b>Grand Total</b>				<b>\$1,637,894.70</b>

Schedule of Payment for June 2008  
 Council Meeting - 21 August 2008

Cheque Posting Date	Document No.	Vendor Name	Description	Cheque Amount
		<b>Summary Schedule of Payments</b>		
		<b>Cheque Payments</b>		
		Cheque No.1693 to 1897		\$774,430.01
		<b>Electronic Payments</b>		
		DP-00114 to DP-00124		\$709,811.55
		EFT-00135 to EFT-00140		\$153,653.14
			<b>Grand Total</b>	<b>\$1,637,894.70</b>

**CERTIFICATE OF CHIEF EXECUTIVE OFFICER**  
 This schedule of accounts which was passed for payment, covering vouchers as above which was submitted to each member of Council on 21 August 2008 has been checked and is fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations, and costing and the amounts due for payment.

**CHIEF EXECUTIVE OFFICER**



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**ITEM 8.2.3            CONFERENCE ATTENDANCE - WASTE & RECYCLE 2008  
CONFERENCE**

**File No:**            **COR/7**

**Attachment(s):**   **Nil**

**Author:**            **Kathleen Ferridge**

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**SUMMARY**

The purpose of this item is to confirm attendees at the Waste & Recycle 2008 Conference to be held in Fremantle, Perth September 2008.

**BACKGROUND**

Hosted by the Department of Environment and Conservation, the Western Australian Local Government Association and the Waste Management Association of Australia, the Conference will bring together internationally renowned Keynote Speakers, delegates from around the state and country to exchange ideas and information, and consider solutions to the burning questions facing our industry.

**DETAIL**

The conference subject matter can be summarized as follows:

- Access to the inaugural external Trade Exhibition of large machinery
- Access to internal exhibition displays
- Five international Keynote Speakers
- A forum for current trends and issues with open discussion on possible solutions
- Renew and build upon a network of colleagues working in this industry
- Multiple workshops ranging across the Conference theme
- An active social program
- Sharing experience and knowledge with peers

**CONSULTATION**

Not applicable

**STATUTORY ENVIRONMENT**

Not applicable

**POLICY IMPLICATIONS**

MRC Policy Number 4A Conference Attendance applies.

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## **FINANCIAL IMPLICATIONS**

An amount of \$40,000 has been provided for in the 2008/09 budget for Member Councillors and Officers to attend conferences. An amount of \$56,540 has been provided for Mindarie Regional Council, Operational Staff conference attendance. To date the financial cost for 11 Member Councillors, Officers and Staff to attend is \$18,600.

## **STRATEGIC IMPLICATIONS**

Conferences such as the Waste & Recycle 2008 Conference provide ample opportunity for MRC representatives to obtain valuable information to progress the strategic aspects of our business.

## **COMMENT**

The Waste & Recycle 2008 Conference is held annually and is scheduled to take place on 9 - 12 September 2008 at the Esplanade Hotel, Fremantle, Western Australia.

Council consideration of attendee's is now appropriate.

## **RECOMMENDATION**

**That Council authorise attendance of the following representatives at the Waste & Recycle 2008 Conference to be held in Fremantle, Western Australia, 9 – 12 September 2008**

- (i) **Mindarie Regional Council, Member Councillors**
  - (a) **Councillor Rod Willox AM JP, Chairman**
  - (b) **Councillor Kathryn Thomas, City of Stirling**
- (ii) **Mindarie Regional Council, Technical Working Group Members**
  - (a) **Mr Garry Dunne, Director Service Units, City of Perth**
  - (b) **Mr Eddy Albrecht, Manager Waste Fleet, City of Stirling**
  - (c) **Mr Rick Lotznicker, Director Technical Services, Town of Vincent**
  - (d) **Mr Antony Vuleta, Executive Manager Technical Services, Town of Victoria Park**
  - (e) **Mr Robert Elliott, Manager Waste Services, City of Wanneroo**
- (iii) **Mindarie Regional Council, Community Engagement Advisory Group**
  - (a) **Mr Ted Smith**
  - (b) **Ms Althea Malligan**
- (iv) **Mindarie Regional Council, staff members**
  - (a) **Mr Kevin Poynton, CEO**
  - (b) **Mr Mike Tolson, Operations Manager**
  - (c) **Mr Ian Watkins, Project Manager**
  - (d) **Mr Simeon Kendall, Environmental Officer**

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**ITEM 8.2.4            CONFERENCE ATTENDANCE - INTERNATIONAL SOLID WASTE ASSOCIATION (ISWA) AND THE WASTE MANAGEMENT & RECYCLING ASSOCIATION OF SINGAPORE (WMRAS) WORLD CONGRESS 2008 IN SINGAPORE**

**File No:**                **COR/7**

**Attachment(s):**    **1. ISWA / WMRAS World Congress 2008 Conference Outline**

**Author:**                **Kathleen Ferridge**

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**SUMMARY**

The purpose of this item is to seek approval from Council for Mr Kevin Poynton, Mindarie Regional Council, Chief Executive Officer and Councillor Rod Willox AM JP, Mindarie Regional Council, Chairman, to attend the ISWA / WMRAS World Congress, 3 – 6 November 2008 in Singapore.

**BACKGROUND**

The ISWA / WMRAS World Congress 2008 is a meeting place for waste management professionals. Such congress attracts large numbers of national and international Waste Management professionals every year. They include decision makers and opinion leaders from Asia and international business, politics and government as well as engineers, consultants, suppliers, representatives of community organizations and a host of other experts who work in a professional capacity in the waste management sector.

**DETAIL**

The conference outline is summarized in Attachment One.

**CONSULTATION**

Not applicable

**STATUTORY ENVIRONMENT**

Not applicable

**POLICY IMPLICATIONS**

MRC Policy Number 4A Conference Attendance applies.

**FINANCIAL IMPLICATIONS**

An amount of \$40,000 has been provided for in the 2008/09 budget for Member Councillors and Officers to attend conferences. The financial cost for the Chairman and Chief Executive Officer to attend the ISWA / WMRAS World Conference in Singapore, including conference fees, accommodation and airfares is \$15,048.00.

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## **STRATEGIC IMPLICATIONS**

Conferences such as the ISWA / WMRAS World Congress 2008 provide ample opportunity for MRC representatives to obtain valuable information to progress the strategic aspects of our business.

## **COMMENT**

The ISWA / WMRAS World Congress 2008 is scheduled to take place on 3 – 5 November 2008 at the Suntec International Convention and Exhibition Centre, Singapore.

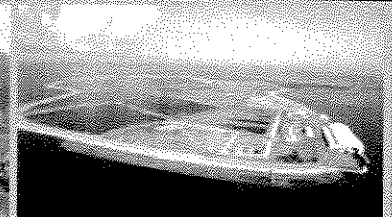
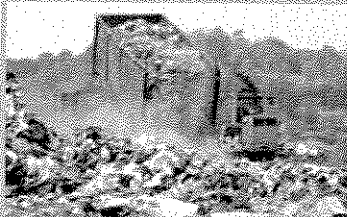
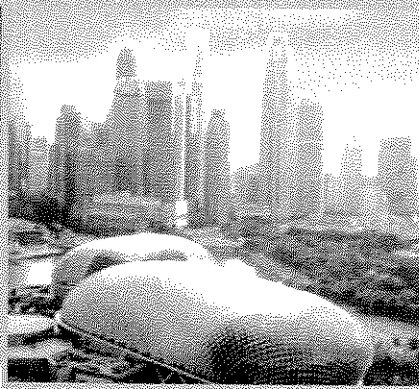
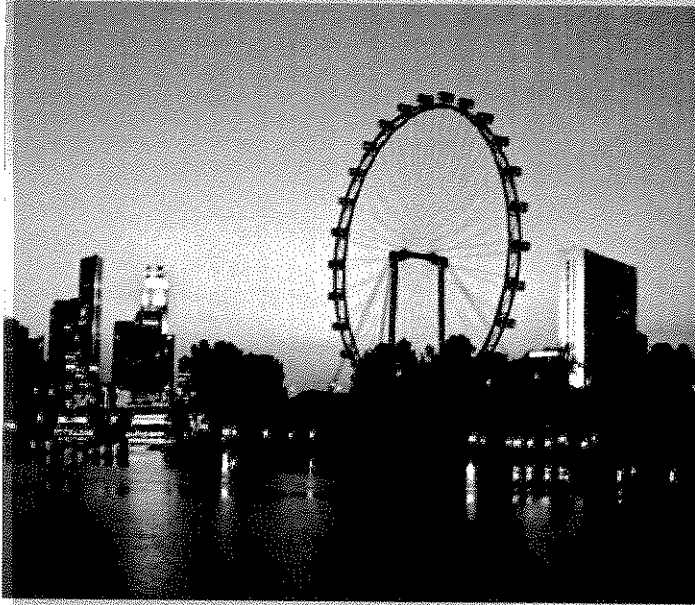
Council consideration of attendee's is now appropriate.

## **RECOMMENDATION**

**That Council authorise attendance of the following representatives at the ISWA / WMRAS World Congress, 3 – 5 November 2008 in Singapore**

- a. Mr Kevin Poynton, CEO, Mindarie Regional Council**
- b. Councillor Rod Willox AM JP, Chairman, Mindarie Regional Council**

**ATTACHMENT ONE**  
**TO ITEM 8.2.4**  
**ORDINARY COUNCIL MEETING**  
**21 AUGUST 2008**  
**ISWA / WMRAS WORLD CONGRESS 2008 CONFERENCE OUTLINE**



# ISWA/WMRAS

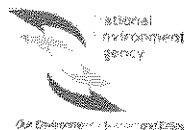
## World Congress 2008

*East meets Waste*

3 - 6 November 2008 | Singapore



Jointly Organised By:



Held in



ITEM 8.2.4



## Welcome Message

We are delighted to welcome you to the ISWA/WMRAS World Congress 2008 which will be staged for the first time in South East Asia at the Suntec Singapore from 3rd to 6th November 2008. A premier World event focused on Solid Waste Management, it will feature practitioners and leaders with valuable insights and practical experiences. Nearly 1,000 participants are expected to attend from over 50 countries with multiple technical sessions focused on solid waste management. The event promises a unique opportunity for delegates to gain insights into waste management challenges and opportunities in Asia, with a strong emphasis on environmental development, products and services.

The event is organised by the International Solid Waste Association (ISWA), Waste Management and Recycling Association of Singapore (WMRAS) and the National Environment Agency (NEA) Singapore. The Congress and Exhibition will be the authoritative networking platform for the government and municipal authorities, private sector, manufacturers, consultants, industry players and other qualified decision makers from around the region.

The main theme of the Congress "East meets Waste" reflects the challenges and opportunities in Asian countries as they strive for sustainable waste management. With growing globalisation and urbanisation, good waste management and leadership are critical. Governments, corporations and industries need to work together for sustainable waste solutions to address the current and anticipated waste challenges of many cities. We have invited Ministers, mayors, senior officials and experts from different parts of the world to speak at the event.

We believe that you will gain new insights and broaden your perspectives and networks by attending ISWA/WMRAS World Congress 2008. We look forward to seeing you at ISWA/WMRAS World Congress - Your decisive platform for success!

Mr. Niels Jörn Hahn  
President  
International Solid Waste  
Association

Mr. Goh Swee Ooi  
Chairman  
Waste Management  
and Recycling Association  
of Singapore

Mr. Lee Yuen Hee  
Chief Executive Officer  
National Environment  
Agency

Register Before  
1 July 2008  
to enjoy  
Early Bird Fee

### Three Simple Ways to Register

- Online: [www.iswa2008.org](http://www.iswa2008.org)
- Fax Registration Form: +65 6278 7518
- Email: [secretariat@iswa2008.org](mailto:secretariat@iswa2008.org)

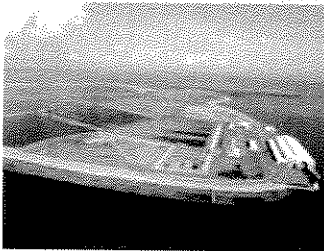
## Congress



### WHO WILL BE ATTENDING

Delegates will include top government officials, policy makers, city planners & engineers, consultants, technology providers, senior decision makers and anyone interested in sustainable waste management. Held in Singapore this year, it is an excellent opportune platform for both the West and East industry players to exchange ideas, share case studies and establish relationships.

Register early & enjoy early bird saving!



## Parallel Programmes

### SPECIAL MEETINGS

Meetings concerning Working Groups, Managing Directors, Regional Development Networks and Future Congresses and all other meetings will be held during the congress period.

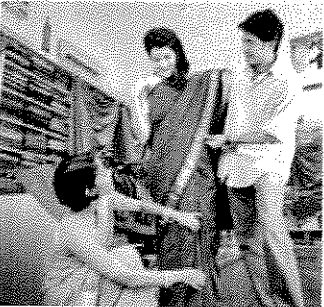


### TECHNICAL TOURS

Exclusive technical visits to leading waste management and state-of-the-art processing plants will be arranged to offer greater insights to waste management in Singapore. Get to expand your knowledge and perspective on how sustainable waste management can be achieved through innovative technology.

### SOCIAL PROGRAMMES

**Golf Game** - Get ready to tee off with friends from the waste management industry. Have a ball of time networking at one of the lush island golf course in Singapore.



**Gala Dinner** - Mingle in the brilliant night of scrumptious cuisine and entertainment at the end of the Congress.

**Optional Local & Regional Tours** - Have a pleasurable trip and take home fond memories by signing up for the sight-seeing tours within the city or neighbouring countries such as popular Malaysia, Thailand and more. Discover spectacular sights and cultures of Asia.

Check out for more details at [www.iswa2008.org](http://www.iswa2008.org)

## WHY YOU SHOULD BE OUR PARTNER IN SPONSORSHIP

Held in Singapore - the gateway to Asia, this Congress will draw waste industry leaders from the region and beyond to exchange ideas and initiate business. By positioning yourself as a premier Sponsor in this strategic event, you distinguish your market position and grow your brand equity. With your strong profile communicated across the extensive Congress marketing campaign, visibility is optimal. You can expect to reap a high ROI objective with new business generation. To customise a package of your budget to meet your corporate objectives, please contact: Ms Scarlett Chua @ Tel: +65 6377 6590, Email: [scarlettchua@epc.com.sg](mailto:scarlettchua@epc.com.sg)



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**ITEM 8.2.5          AUDIT COMMITTEE MEETING – 18 AUGUST 2008**

**File No:**            **COR/22**

**Attachment(s):**   **1. Minutes of Audit Committee meeting held 18 August 2008**

**Author:**            **Kalwant Dhillon**

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**BACKGROUND**

The Internal Audit Committee was established during the 2005/2006 financial year and it held its Inaugural meeting in June 2006.

The first meeting for 2008/2009 financial year was held on 18 August 2008.

**DETAIL**

**Establishment of Audit Committee**

The Audit Committee was established by Ordinary Council Meeting resolution on 7 July 2005. The Terms of Reference for this Committee were approved by Council at its Ordinary Council Meeting on 27 October 2005.

Powers of the Audit Committee, as stated in the Terms of Reference, can be summarised by the following extract:

*“The Committee is to report to Council and provide appropriate advice and recommendations ....”*

In short, the Audit Committee does not have delegated authority from Council for decision making.

The Audit Committee met on 18 August 2008 to consider the appointment of the Auditor.

The Audit Committee reviewed the report on the submissions received in relation to the Appointment of the Auditor and recommends that Deloitte Touche Tohmatsu be appointed as the Auditor for a term of two years to conduct the Annual audits of the Council for the financial years 2007/2008 and 2008/2009. The minutes of the meeting and the report are attached.

**STATUTORY ENVIRONMENT**

An Internal Audit Committee is required under the Local Government Act 1995 and Regulations. The committee is required to meet at least once a year and report any matters discussed and outcomes to the Council.

**POLICY IMPLICATIONS**

Not applicable.

**STRATEGIC IMPLICATIONS**

Not applicable.

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## RECOMMENDATION

### That Council:

- (i) accept the quotation submitted by Deloitte Touche Tohmatsu for the delivery of audit services with following characteristics
  - (a) For a period of two years
  - (b) Maximum total hours of 260 hours per year (520 hours total)
  - (c) Maximum total cost - \$83,000
- (ii) appoint Leanne Karamfiles and/or alternate partner of Deloitte Touche Tohmatsu as the auditor for a term of two years to conduct the Annual audits of Mindarie Regional Council for the financial years 2007/2008 and 2008/2009

**ATTACHMENT ONE**  
**TO ITEM 8.2.5**  
**ORDINARY COUNCIL MEETING**  
**18 AUGUST 2008**  
**MINUTES OF AUDIT COMMITTEE MEETING HELD 18 AUGUST 2008**



## **MINUTES**

**AUDIT COMMITTEE MEETING**

**MONDAY 18 AUGUST 2008**

**TIME: 4.00 PM**

**VENUE – TOWN OF VICTORIA PARK**

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*Managing waste and recovering resources responsibly  
Constituent Members: Cities of Perth, Joondalup, Stirling, and Wanneroo.  
Towns of Cambridge, Victoria Park and Vincent*



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**MINUTES**  
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**MINUTES OF THE MEETING OF THE MINDARIE REGIONAL COUNCIL'S AUDIT COMMITTEE HELD AT THE TOWN OF VICTORIA PARK, 99 Shepperton ROAD, VICTORIA PARK, WESTERN AUSTRALIA ON 18 AUGUST 2008 COMMENCING 4.00 PM.**

**Cr Fishwick declared the meeting open at 4.05pm.**

**1. ATTENDANCE AND APOLOGIES**

**Councillors**

Rob Butler	City of Perth
Russell Fishwick	City of Joondalup
Alex Dermedoglou	External Member

**Officers**

Mr Kevin Poynton	Chief Executive Officer
Mr Kalwant Dhillon	Chief Financial Officer

**Apologies**

Rod Willox	City of Stirling
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**2. DISCLOSURE OF INTEREST**

*Members are required to disclose any interest they may have in items under consideration at this meeting. A Disclosure of Interest form is provided at the end of the agenda papers and must be completed where a disclosure of interest is being made.*

**3. APPOINTMENT OF AUDITOR FOR NEXT TERM OF TWO YEARS**

Further to the April Council meeting, the Administration called for quotations for the appointment of the Auditor and the submissions were evaluated by Alex Dermedoglou, external member of the Audit Committee, in conjunction with the Chief Financial Officer.

The recommendations, attached under Appendix 1, were considered by the Audit Committee and the Audit Committee's decision is summarised below.

**RECOMMENDATION**

**That Council**

- (i) accept the quotation submitted by Deloitte Touche Tohmatsu for the delivery of audit services with following characteristics**
  - (a) for a period of two years**
  - (b) maximum total hours of 260 hours per year (520 hours total)**
  - (c) maximum total cost - \$83,000**

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- (ii) **appoint Leanne Karamfiles and/or alternate partner of Deloitte Touche Tohmatsu as the auditor for a term of two years to conduct the Annual audits of Mindarie Regional Council for the financial years 2007/2008 and 2008/2009**

**4 FUTURE MEETINGS**

Next meeting is proposed for November/December 2008.

**5. OTHER BUSINESS**

Nil

**6 CLOSURE**

4.35pm.

**APPENDIX 1.**  
**AUDIT COMMITTEE MEETING**  
**18 AUGUST 2008**



## Mindarie Regional Council

### Review of proposals for External Audit Services

#### Background

Mindarie Regional Council invited quotations for the provision of External Audit Services from the following Audit organisation:-

1. Deloitte;
2. Stanton International
3. WHK Horwath
4. Pricewaterhouse Coopers

Responses were received from three of the four invitees, namely,

1. Deloitte
2. Stanton International
3. WHK Horwath

#### Selection Criteria

##### Compliance Criteria

Description of Compliance Criteria	Yes/No
(a) Compliance with the Specification contained in the Request.	Yes/No
(b) Compliance with the Conditions of Request for Quote.	Yes/No
(c) Compliance with the Delivery Date.	Yes/No
(d) Compliance with and completion of the Price Schedule.	Yes/No

##### Qualitative

Description of Qualitative Criteria	Weighting
(a) Price	50%
(b) Demonstrated experience in providing similar external audit services, particularly in local government	20%
(c) Skills and experience of key personnel (audit partner and staff)	15%
(d) Supplier's resources, including availability for advice and ad-hoc services	15%

### Compliance Criteria

All the respondents completed the Compliance Criteria

### Qualitative Assessment

#### 1. Price (50% weighting)

	Deloittes	Stanton International	WHK Horwath
<b>Year 1</b>			
<b>Total hours</b>	260	175	125
<b>Fees (excl GST)</b>	\$40,500	\$30,000	\$25,000
<b>Rate per hour</b>	<b>\$155.77</b>	<b>\$171.43</b>	<b>\$200.00</b>
<b>Year 2</b>			
<b>Total hours</b>	260	185	125
<b>Fees (excl GST)</b>	\$42,500	\$35,000	\$26,250
<b>Rate per hour</b>	<b>\$163.46</b>	<b>\$189.19</b>	<b>\$210.00</b>
<b>Year 3</b>			
<b>Total hours</b>	260	195	125
<b>Fees (excl GST)</b>	\$44,625	\$40,000	\$27,562
<b>Rate per hour</b>	<b>\$171.63</b>	<b>\$205.13</b>	<b>\$220.50</b>

#### Summary

Although Deloittes is the most expensive, discussions with MRC Chief Financial Officer suggests that the estimated hours is more realistic. Deloittes rate per audit hour is the lowest. Although the other two respondents' total fees are lower than Deloittes, their rates per hour are higher.

Accordingly, Deloittes receives the highest rating for price followed by Stanton International.

#### 2. Demonstrated experience (Specific Shire related) (20% weighting)

##### Deloittes

Deloittes indicated that they have undertaken various reviews and external audits at 7 local councils in Western Australia. As they are the incumbent auditor of the Council, it was not deemed necessary to obtain further information regarding their demonstrated experience.

##### WHK Horwath

WHK Horwath provided a list of 12 local councils in Western Australia to whom the firm has provided audit services. The respondent was requested to indicate which local councils they are currently providing external audit services to. They responded that they are currently providing external audit services to the Shire of Roebourne and the Shire of Peppermint Grove

### **Stanton International**

Stanton International had only one shire listed (City of South Perth). Stanton were requested to indicate which local councils they are currently providing external audit services to.

They confirmed that they currently do not provide external audit services to any western Australian Shire.

### **Summary**

Based on the information provided, Deloitte demonstrated the highest Shire specific experience

### **3. Skill of Staff (Audit Experience and exposure to different audit environments) (15% weighting)**

All respondents provided evidence of experienced staff.

As all three respondents had only provided details of partners and senior audit managers who would undertake the review, clarity was sought from all three respondents as to who would be the senior auditor tasked with undertaking the audit. Their responses are below:

#### **Deloitte**

The partner and manager were identified by name. The possible Senior who would be responsible for the audit was identified and it was indicated that he has undertaken audits at the City of Mandurah

#### **WHK Horwath**

The responding partner indicated that he had experience in the Waste Sector based on the performance of a number of due diligence review for Wanless Waste, one of the largest waste disposal organizations in Australia with operations in Queensland, NSW and Victoria. He also responded that he Audit Manager had experience as management accountant for the Twigg Group for 2 years, a company that had integrated total waste management solutions with operations in Victoria, NSW and Queensland.

The senior who would be performing the audit was identified and it was indicated that he is currently the senior in charge of the audit of the Shire of Peppermint Grove

#### **Stanton International**

Stanton International identified the partner, manager and two audit seniors, one of whom would be senior in charge on the audit. None of the identified persons have undertaken external audits of Shires in the last few years. The respondent stressed that they have current material experience in the provision of internal audit and probity audit services to the Shires of Wanneroo and Joondalup.

### **Summary**

Whilst Stanton International audit staff have experience in the provision of internal audit services to Shires, both Deloittes and WHK Horwath have current Shire related external audit experience

#### **4. Supplier's resources, including availability for advice and ad-hoc services (15% weighting)**

<b>Deloittes</b>	Deloittes provided a list of assistance and consulting services that could be provided by their Local Government Industry Group
<b>WHK Horwath</b>	WHK Horwath indicated that MRC would not be billed for short-duration phone consultations or consultations that require a minimum amount of research.
<b>Stanton International</b>	Stanton International indicated that they have the capacity to provide other services such as corporate governance services and taxation services.

This is our assessment of the respondents' resources capability. All three respondents provided quotations for other services. Based on the information provided, Deloittes is rated the highest in its capacity to provide additional services to MRC.

### **Recommendation**

**Based on the pricing, demonstrated experience in Local Government and skills of staff, Deloittes is assessed as the recommended Auditor followed by Stanton International.**