



MINUTES

ORDINARY COUNCIL MEETING

TIME: 5.30PM

THURSDAY 23 JULY 2009

VENUE – TOWN OF CAMBRIDGE

Managing waste and recovering resources responsibly

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

Towns of Cambridge, Victoria Park and Vincent



MINDARIE REGIONAL COUNCIL
NOTICE OF MEETING

17 July 2009

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 Cambridge, 1 Bold Park Drive, Floreat, at 5.30pm on Thursday 23 July 2009.

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 D Newton JP (Dot)	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

MINUTES OF THE ORDINARY COUNCIL MEETING OF THE MINDARIE REGIONAL COUNCIL HELD IN THE COUNCIL CHAMBERS OF THE TOWN OF CAMBRIDGE, 1 BOLD PARK DRIVE, FLOREAT, WESTERN AUSTRALIA ON 23 JULY 2009 COMMENCING AT 5.30PM.

PRESENT: Chairman Cr R Willox AM JP
Cr S Farrell (arrived 5.35pm)
Cr R Fishwick
Cr L Gray JP
Cr K Hollywood
Cr C MacRae
Cr D Newton JP
Cr P Rose JP
Cr R Sebrechts

APOLOGIES: Cr J Bissett
Cr R Butler
Cr K Thomas

ABSENT: Nil

IN ATTENDANCE:
Mindarie Regional Council Officers K F Poynton Chief Executive Officer
K Dhillon
P Davies
L Nyssen
G Synnott
M Tolson

Member Council Officers E Albrecht
K Caple
C Colyer
G Eves
D Forster
M Glover
P Hoar
S Spinks
A Vuleta

Consultants J King

VISITORS: Nil

MEDIA: Nil

Confirmed by resolution of the Council on 3 September 2009

.....Chairman

PUBLIC: Nil

MINUTES
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1 OATHS/AFFIRMATIONS OF ALLEGIANCE AND DECLARATIONS OF OFFICE
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Council resolved key appointments as follows:

- Chair : Cr Willox
(Moved: Cr Sebrechts Seconded: Cr Rose)
- Deputy Chair : Cr MacRae
(Moved: Cr Sebrechts Seconded: Cr Hollywood)

Cr Farrell arrived at 5.35pm.

All Councillors completed Declaration of Office proformae.

2 QUESTION TIME

Nil

3 ATTENDANCE AND APOLOGIES

Refer to Page 3.

4 MINUTES

4.1 ORDINARY COUNCIL MEETING – 23 APRIL 2009

MOTION: (Moved: Cr Rose Seconded: Cr Gray)

The Minutes of the Ordinary Council Meeting held on 23 April 2009 have been printed and circulated to members of the Council.

RECOMMENDATION

That the Minutes of the Ordinary Council Meeting of Council held on 23 April 2009 be taken as read, confirmed and the Chairman invited to sign same as a true record of the proceedings.

(Carried: 9/0)

4.2 SPECIAL COUNCIL MEETING – 28 MAY 2009
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MOTION: (Moved: Cr Sebrechts Seconded: Cr Newton)

The Minutes of the Special Council Meeting held on 28 May 2009 have been printed and circulated to members of the Council.

RECOMMENDATION

That the Minutes of the Special Council Meeting of Council held on 28 May 2009 be taken as read, confirmed and the Chairman invited to sign same as a true record of the proceedings.

(Carried: 9/0)

4.3 SPECIAL COUNCIL MEETING – 30 JUNE 2009

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

The Minutes of the Special Council Meeting held on 30 June 2009 have been printed and circulated to members of the Council.

RECOMMENDATION

That the Minutes of the Special Council Meeting of Council held on 30 June 2009 be taken as read, confirmed and the Chairman invited to sign same as a true record of the proceedings.

(Carried: 9/0)

5 ANNOUNCEMENTS

The Chairman made announcements as follows:

- Welcome to Mr John King (Project Director RRF)
- Welcome to Mr Doug Forster (City of Perth), Ms Karen Caple (City of Wanneroo), Mr Shane Spinks (City of Wanneroo)
- Vote of appreciation to Mr Garry Dunne (City of Perth) who is passing his MRC role to Mr Forster
- Vote of appreciation to Mr Dennis Blair (City of Wanneroo) who is passing his MRC role to Ms Caple

6 DEPUTATIONS

Nil

7 BUSINESS FROM A PREVIOUS MEETING TREATED AS AN ORDER OF THE DAY
--

Nil

8 REPORTS

Declaration of Financial/Conflict of Interest to be recorded prior to dealing with each item.

Disclosure of Financial and Proximity Interests

- Members must disclose the nature of their interest in matters to be discussed at the meeting. (Section 5.60(A) (B) and 5.65 of the Local Government Act 1995).*
 - 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.*

8.1 TECHNICAL WORKING GROUP – 26 JUNE 2009

8.1.1 Tech Com. Item 1

SUBJECT: BUSINESS REPORT (JUNE 2009)

MOTION: (Moved: Cr MacRae Seconded: Cr Sebrechts)

RECOMMENDATION

That Council:

- (i) receive this progress report against Annual Business Plan 2009/2010
- (ii) approve revised Ordinary Council Meeting dates as follows:
 - Thursday 3 September 2009
 - Thursday 15 October 2009

AMENDMENT TO MOTION

MOTION: (Moved: Cr Sebrechts Seconded: Cr Rose)

New (iii)

(That Council)

- (iii) receive a report at its October Ordinary Council Meeting on the proposed improved i.e. more formal governance arrangements, including Committee structure, involving member council officers

AMENDMENT WAS PUT TO THE VOTE

(Carried: 9/0)

RECOMMENDATION

That Council:

- (i) receive this progress report against Annual Business Plan 2009/2010**
- (ii) approve revised Ordinary Council Meeting dates as follows:**
 - Thursday 3 September 2009**
 - Thursday 15 October 2009**
- (iii) Receive a report at its October Ordinary Council Meeting on the proposed improved i.e. more formal governance arrangements, including Committee structure, involving member council officers**

(Carried: 9/0)

8.1.2 Tech Com. Item 2

SUBJECT: RESOURCE RECOVERY FACILITY UPDATE REPORT

MOTION: (Moved: Cr Farrell Seconded: Cr Gray)

RECOMMENDATION

That Council:

- (i) Note the RRF update report
- (ii) Approve the additional \$28,964.83 excluding GST to be paid to Griffin Civil its final payment for contract 13/92 - MRC Infrastructure Works
- (iii) Acknowledge the significant effort put in by the CEAG including Bob Stidwell and on his resignation, thank him for his contribution over the past 5 years

Council received a briefing from RRF Project Director, Mr John King, on the commissioning phase.

Mr King then responded to Councillor questions regarding odour, operating licence and plant through put.

The Chairman advised the Council that this milestone of completion of commissioning represented the end of the Cardno RRF contract, and led a vote of appreciation to Mr King for his excellent work as Project Director.

RECOMMENDATION

That Council:

- (i) **Note the RRF update report**
- (ii) **Approve the additional \$28,964.83 excluding GST to be paid to Griffin Civil its final payment for contract 13/92 - MRC Infrastructure Works**
- (iii) **Acknowledge the significant effort put in by the CEAG including Bob Stidwell and on his resignation, thank him for his contribution over the past 5 years**

(Carried: 9/0)

8.2 CHIEF EXECUTIVE OFFICER

8.2.1

File No: FIN/5-02

**SUBJECT: FINANCIAL STATEMENTS FOR THE PERIODS ENDED
31 MARCH 2009 AND 30 APRIL 2009**

MOTION: (Moved: Cr Rose Seconded: Cr Sebrechts)

Mr Dhillon advised that May Statements would be provided to the next Ordinary Council Meeting, in response to a question.

RECOMMENDATION

That the Financial Statements as attached at Attachment One and Two for the months ended 31 March 2009 and 30 April 2009 be noted.

(Carried: 9/0)

8.2.2

File No: FIN/5-02

**SUBJECT: LIST OF PAYMENTS MADE FOR THE MONTHS ENDED
31 MARCH 2009 AND 30 APRIL 2009**

MOTION: (Moved: Cr Gray Seconded: Cr MacRae)

RECOMMENDATION

That Council endorse the list of payments made, as per the delegation made to the Chief Executive Officer, for the months ended 31 March 2009 and 30 April 2009.

(Carried: 9/0)

8.2.3

File No: FIN/9

SUBJECT: BUDGET 2009/2010

MOTION: (Moved: Cr Hollywood Seconded: Cr Sebrechts)

RECOMMENDATION

That Council:

- (i) adopt the draft Budget for the Mindarie Regional Council for Financial Year 2009/2010
- (ii) endorse the on-going strategy of deferred payment of operational surplus, as approved by Council at its August 2005 meeting, for the FY 2005/2006 and future years to meet its on-going capital requirements
- (iii) approve the increase in the overdraft facility of \$5 million to manage cash flow 'short falls' during FY 2009/2010 and future years as well as accommodate any payment at short-notice, that may eventuate under the terms of the RRF agreement
- (iv) approve the capital budget allocation of \$17.345m in respect of the Landfill Excavation, Purchase of Land and RRF infrastructure to be carried forward from 2008/2009 to 2009/2010
- (v) note that the loan of \$6.6m approved in 2008/2009 to fund the Phase 3 landfill excavation will be drawn in 2009/2010

The CEO advised Council of tabled Supplementary Information as follows:

- Cr Hollywood : Questions and Answers (copy)
 - Cr Fishwick : Questions (copy)
-

-
- Cr Fishwick : Answers (copy)
 - Cr MacRae : Questions and Answers (non copy)

The CEO further advised that the hardcopy information would be included in the Ordinary Council Meeting Minutes as Additional Information to this Item. Cr Fishwick thanked the administration for this work.

Mr Dhillon advised on some 'content amendments' which would be made to the Minutes version of this Item.

The CEO made some amplifying remarks on Budget 2009/2010 as follows:

- Process
 - The post-workshop amendments to the draft Budget
 - The extent of further consultation with member council officers
- Content
 - The approach to personnel resources mix i.e. internal/contractor/consultant
 - The plan to present to next Ordinary Council Meeting a draft Marketing Plan
- Way Ahead
 - The plan to review and revise the Budget preparation process prior to Ordinary Council Meeting December 2009

The administration undertook to liaise with Cr Fishwick on prices for electronic whiteboard and projector.

AMENDMENT TO MOTION

MOTION: (Moved: Cr Hollywood Seconded: Cr Fishwick)

Amended (iii)

(That Council)

- (iii) Approve the increase in the overdraft of \$5 million to manage cash flow 'short falls' ~~during FY 2009/2010 and future years up to the adoption of the 2010/2011 budget~~ as well as accommodate any payment at short-notice, that may eventuate under the terms of the RRF agreement **subject to –**
 - **the Councillors and Member Councils being given a minimum of two (2) working days notice of when the draw down on the overdraft is to exceed \$1,000,000**
 - **a report is to be made to the next Council meeting following when the draw down on the overdraft has exceeded \$1,000,000 detailing the reasons, the cash-flow projections showing what the projected maximum draw down will be, over what time frame and when the overdraft will be repaid**
 - **the overdraft limit being reconsidered and approved with the adoption of each annual budget**
-

(Carried: 9/0)

AMENDMENT TO MOTION

MOTION: (Moved: Cr Farrell Seconded: Cr MacRae)

At (ii)

Insert after 'requirements' – 'and debt reduction'

(Carried: 9/0)

AMENDED MOTION WAS PUT TO VOTE

That Council:

- (i) adopt the draft Budget for the Mindarie Regional Council for Financial Year 2009/2010
- (ii) endorse the on-going strategy of deferred payment of operational surplus, as approved by Council at its August 2005 meeting, for the FY 2005/2006 and future years to meet its on-going capital requirements and debt reduction
- (iii) Approve the increase in the overdraft of \$5 million to manage cash flow 'short falls' up to the adoption of the 2010/2011 budget as well as accommodate any payment at short-notice, that may eventuate under the terms of the RRF agreement subject to –
 - the Councillors and Member Councils being given a minimum of two (2) working days notice of when the draw down on the overdraft is to exceed \$1,000,000
 - a report is to be made to the next Council meeting following when the draw down on the overdraft has exceeded \$1,000,000 detailing the reasons, the cash-flow projections showing what the projected maximum draw down will be, over what time frame and when the overdraft will be repaid
 - the overdraft limit being reconsidered and approved with the adoption of each annual budget
- (iv) approve the capital budget allocation of \$17.345m in respect of the Landfill Excavation, Purchase of Land and RRF infrastructure to be carried forward from 2008/2009 to 2009/2010
- (v) note that the loan of \$6.6m approved in 2008/2009 to fund the Phase 3 landfill excavation will be drawn in 2009/2010

(Absolute Majority required)

(Carried: 9/0)

8.2.4

File No: FIN/8

SUBJECT: CHANGES TO THE LANDFILL LEVY

MOTION: (Moved: Cr Farrell Seconded: Cr Gray)

RECOMMENDATION

That Council:

- (i) note the WALGA policy on waste levy at Attachment One to this Item
- (ii) note the Ministerial correspondence at Attachments Two and Three to this Item
- (iii) adopt a position on the matter of landfill levy as follows:
 - that the legislative instrument of a landfill levy is an appropriate tool for utilisation in the generation of improved waste management behaviour by all sectors of the community PROVIDED:
 - 1) appropriate consultation on the timing and quantum of levy introduction occurs with the community (particularly the waste industry)
 - 2) funds generated by this levy program are utilised for strategic waste management activities, consistent with any State Government, and associated, plans
- (iv) approve an approach of involvement in coalition action with at least WALGA and FORC in order to block action by the State Government to use levy funds for other than waste management activities

(Carried: 9/0)

8.2.5

File No: PER/11

SUBJECT: PERFORMANCE REVIEW CHIEF EXECUTIVE OFFICER

MOTION: (Moved: Cr Farrell Seconded: Cr Gray)

RECOMMENDATION

That Council:

- (i) approve the suite of Performance Targets – 2009, for the Chief Executive Officer, at Attachment One to this Item
 - (ii) approve the appointment of WALGA as provider of CEO performance review services for review years 2009, 2010, 2011, at a total cost of \$14,564
 - (iii) note the timetable for this project as follows:
 - July 2009 - Council approval to Performance Targets – 2009, ongoing service provider
 - October 2009 - Council approval to revised contract for CEO
 - December 2009 - Council appointment of year 2009 reviewing committee
-

-
- 1 June 2010 - Commencement of review process for period January 2009 – May 2010
 - July 2010 - Council consideration of Reviewing Committee work

Council agreed need to convene a group, comprising up to all Councillors, to revise the draft CEO Performance Targets.

The CEO was tasked to co-ordinate this with Mr John Phillips.

AMENDMENT TO MOTION

MOTION: (Moved: Cr Fishwick Seconded: Cr Hollywood)

- delete (i)
- renumber (ii) as (i) and (iii) as (ii)
- insert new (iii) as follows:

(That Council)

Authorise an exercise for conduct by WALGA (Mr John Phillips), involving up to all Councillors, to develop a revised suite of CEO performance measures for 2009

(Carried: 9/0)

RECOMMENDATION

That Council:

- (i) **approve the appointment of WALGA as provider of CEO performance review services for review years 2009, 2010, 2011, at a total cost of \$14,564**
- (ii) **note the timetable for this project as follows:**
 - **July 2009 - Council approval to Performance Targets – 2009, ongoing service provider**
 - **October 2009 - Council approval to revised contract for CEO**
 - **December 2009 - Council appointment of year 2009 reviewing committee**
 - **1 June 2010 - Commencement of review process for period January 2009 – May 2010**
 - **July 2010 - Council consideration of Reviewing Committee work**
- (iii) **Authorise an exercise for conduct by WALGA (Mr John Phillips), involving up to all Councillors, to develop a revised suite of CEO performance measures for 2009**

(Carried: 9/0)

8.2.6

File No: COR/23

**SUBJECT: MINDARIE REGIONAL COUNCIL POLICY DOCUMENTATION –
REVIEW OF EXISTING AND FORMATION OF NEW POLICIES**

MOTION: (Moved: Cr Newton Seconded: Cr Hollywood)

RECOMMENDATION

That Council approve policies as follows:

- (i) 15B Alcohol and Drugs
- (ii) 20B Environmental Management

Cr Fishwick thanked the administration for the revised presentation format of the draft policies. Council further agreed with a suggestion from Cr Fishwick that future policy reports include a 'rationale for change' paragraph.

RECOMMENDATION

That Council approve policies as follows:

- (i) 15B Alcohol and Drugs
- (ii) 20B Environmental Management

(Carried: 9/0)

9 NOTICE OF MOTION FOR CONSIDERATION AT THE FOLLOWING MEETING
--

Nil

10 GENERAL BUSINESS - SEE NOTE (1)

Nil

11 NEXT MEETING

11.1 Ordinary Council Meeting

- 3 September 2009
- 5.30pm
- Town of Vincent

12 CLOSURE - MEETING DECLARED CLOSED AT 7.30PM

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.



MINUTES

TECHNICAL WORKING GROUP

FRIDAY 26 JUNE 2009

TIME: 8.30AM

VENUE – TOWN OF CAMBRIDGE

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



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

18 June 2009

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 26 June 2009 commencing at 10.00am.

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
	P Hoar	Coordinator Waste Mgt	Joondalup
	A Vuleta	Director Technical Services	Vic Park
	M Tolson	Operations Manager	Mindarie
	I Watkins	Projects Manager	Mindarie

MINUTES OF A MEETING OF THE TECHNICAL WORKING GROUP OF THE MINDARIE REGIONAL COUNCIL HELD IN THE COMMITTEE ROOM OF THE TOWN OF CAMBRIDGE, 1 BOLD PARK DRIVE, FLOREAT, ON 26 JUNE 2009 AT 8.30AM.

PRESENT: K Poynton Chairman

Members Messrs	Ed Albrecht	Operations Manager	Stirling
	Dennis Blair	Director Infrastructure	Wanneroo
	Kalwant Dhillon	Chief Financial Officer	Mindarie
	Garry Dunne	Director of Service Units	Perth
	Doug Forster	Director of Business Units	Perth
	Martyn Glover	Director Infrastructure Sves	Joondalup
	Peter Hoar	Coordinator Waste Mgt	Joondalup
	Anthony Vuleta	Director Technical Services	Vic Park
	Mike Tolson	Operations Manager	Mindarie
	Ian Watkins	Project Manager	Mindarie

VISITORS Nil

APOLOGIES C Colyer

CONFIRMATION OF MINUTES

Not applicable

MINUTES
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ITEM 1 BUSINESS REPORT (JUNE 2009)

File No: COR/8

Attachment(s): 1. Forum of Regional Councils Proposed Change in use of Landfill Levy Funds – Position Statement
2. Report 16 Standing Committee on Environment & Public Affairs Municipal Waste Management in Western Australia

Author: Kevin Poynton

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 October 2008, resolved, inter alia, to approve a revised Strategic Plan. Council, at Special Council Meeting 28 May 2009, approved Annual Business Plan 2009/2010. This business report is now presented in a format consistent with both the Strategic Plan and approved Annual Business Plan.

DETAIL

OBJECTIVE ONE – WASTE MANAGEMENT

Objective One is 'to manage waste in a way that

- Maximises resource recovery
- Minimises waste to landfill

in order to minimise environmental impact.

Existing Waste Processing Projects – Tamala Park

Information related to landfill and recycling activity at Tamala Park to end April 2009 is presented in the table below.

Members	Tonnage			Revenue		
	Actual	Budget	Percentage	Actual G/L	Budget	Percentage
Cambridge	9,083	13,165	68.99%	\$491,073	\$710,900	69.08%
Joondalup	54,115	66,300	81.62%	\$2,924,405	\$3,580,200	81.68%
Perth	12,135	18,219	66.61%	\$655,296	\$983,800	66.61%
Stirling	75,053	82,700	90.75%	\$4,052,695	\$4,465,800	90.75%
COS-Bales	19,121	22,000	86.92%	\$414,784	\$476,500	87.05%
Victoria Park	11,081	14,485	76.50%	\$599,205	\$782,200	76.61%
Vincent	12,258	14,062	87.17%	\$662,675	\$759,300	87.27%
Wanneroo	56,200	75,125	74.81%	\$3,036,590	\$4,056,800	74.85%
Wanneroo MRF	15,140	3,700	409.20%	\$329,464	\$80,100	411.32%
Sub total Members	264,186	309,756	85.29%	\$13,166,187	\$15,895,600	82.83%
Casuals						
South Perth	12,126	3,075	394.33%	\$1,102,375	\$279,500	394.41%
Casual	40,449	40,000	101.12%	\$3,671,507	\$3,636,400	100.97%
Sub Total Casuals	52,574	43,075	122.05%	\$4,773,882	\$3,915,900	121.91%
TOTAL	316,760	352,831	89.78%	\$17,940,069	\$19,811,500	90.55%

Other Not incl above						
Recycling Centre				212,793	350,000	60.8%
Cover	0					
% Year to Date	95%					

Current information in relation to Tamala Park landfill and recycling activities is as follows:

- Discussions have occurred with JJ Mac Donald, following receipt of Mindarie Regional Council legal advice, and the proposed 'way ahead' is as follows:
 - wait receipt of JJ MacDonald response to Mindarie Regional Council correspondence dated 3 April 2009 suggesting mediation
 - provision of consolidated report on this matter to Ordinary Council Meeting (potentially July 2009)
- Utilisation of Tamala Park limestone has continued both onsite and via exploitation of offsite activities
- Investigations into the contractual issues surrounding removal of recyclate from Tamala Park have been concluded, and the proposed 'way ahead' is as follows:
 - Re-commencement of collection of recyclate from Tamala Park, at contracted price
- An investigation into the characteristics of future gas management plan is in progress
- Key tasks associated with the groundwater management plan for 2009/2010 are as follows:
 - Groundwater sampling, analysis and reporting
 - The annual ground water monitoring report, including the results from 18 new bores was presented to DEC in March 2009
 - Specialist groundwater monitoring / management consultancy services will be required for planning any groundwater remediation requirements in FY 09/10 that may arise as a result of the leachate plume being detected to the north of Stage I
 - Additional 3 borehole clusters are likely to be required to aid the investigation of the above item
- Council recently achieved certification to ISO 14000 Environmental Standard. The advantages of this certification for MRC's environmental management system (EMS) are that the business can demonstrate to all stakeholders, via independent external audit, that the EMS appropriately addresses:
 - Management of environmental incidents and pollution
 - Control of environmental risks
 - Compliance with environmental laws
 - Efficient utilisation of resources
- Access to Federal Government funds to establish a 'used – fridge management capability' as an internal rather external service, at a cost saving of \$29,000 per annum

Existing Waste Processing Projects – Neerabup

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

OBJECTIVE TWO – WASTE PROCESSING OPPORTUNITIES

Objective Two is to identify, evaluate and implement opportunities for expansion of the waste management business.

An Integrated Regional Plan

Tasks associated with the development of an integrated regional plan have been progressed as follows:

- Preparation of tender package for provision of competitive bids to undertake this work
- A tender recommendation is planned for submission to Mindarie Regional Council in August 2009

Additional Processing Facilities

Tasks associated with the establishment of additional processing facilities for operation by Mindarie Regional Council have been progressed as follows:

- Balcatta Transfer Station
 - Investigation into Mindarie Regional Council operation of Household Hazardous Waste (HHW) component completed
 - Alternative approach re issue of incentive scheme for HHW collection, for investigation by City of Stirling
- ‘Son of Tamala’ Landfill
 - Request for Proposal (RFP) package, ‘under preparation’ for issue to industry
 - This RFP is planned for advertisement in mid-July 2009, with preparation of a tender (if required) in late 2009
 - Concurrently, work is progressing to investigate land for potential purchase for use as a landfill, if required

OBJECTIVE THREE – INDUSTRY LEADERSHIP AND ADVOCACY

Objective Three is to identify and promote industry-wide initiatives for improvements to waste/resource management, particularly in relation to waste minimisation and resource recovery.

SWMP Projects

Progress on current SWMP projects during the reporting period has been as follows:

- Finalisation of Regional Investment Program (RIP) funding applications for the Council approved seven waste minimisation projects (\$400k)
- Submission of the funding applications to the DEC for review and acceptance
- Refinement of the funding applications following discussions with the DEC

-
- Submission of an invoice to the DEC for the first 20% (\$80k) of available funding
 - Appointment of a Waste Minimisation Officer to progress the waste minimisation programs
 - Development of project frameworks and timetables
 - Progression of the approved projects including the involvement of member council officers

Partnership Activities

Key partnership activities during the reporting period have been as follows:

- Municipal Waste Advisory Council (MWAC)
 - Visit by MWAC Chair, Major Troy Pickard (15 June 2009)
 - Discussion with Minister re landfill levy issues
 - Completion of a AWT Discussion Paper
 - Conduct of e-waste collection days' resulting in collection of 205 tonnes throughout the metro area
 - Commencement of Contingency planning for 'emergency landfill capability'
- Forum of Regional Councils (FORC)
 - Discussions with the Waste Authority WA on opportunities for partnership
 - Development of a position on the landfill levy issues. It is proposed that a response to Ministerial letter to MRC Chairman be developed consistent with the FORC position (Statement at Attachment One to this Item)
 - Receipt of Report 16 Standing Committee on Environment and Public Affairs (Extract at Attachment Two)
- Waste Management Association of WA (WMAA(WA))
 - Liaison with State Government re landfill levy increase
- Industry Training Council (EUPA)
 - Review and revision of waste industry training needs
 - Development of EUPA Strategic Plan

OBJECTIVE FOUR – COMMUNITY ENGAGEMENT

Objective Four is to engage with the community in the Mindarie region in order to promote behaviour consistent with the region's operational plans for waste/resource management.

Marketing Activities

Key marketing activities progressed during the reporting period were as follows:

- A draft Marketing and Waste Education Plan has been developed for implementation from 1 July. This plan has been the basis for the budgeting process

-
- Work on the upgraded website is continuing with the aim of going live in July 2009
 - Member Councils have been asked to nominate potential sponsorship projects for MRC support during 2009/2010 financial year

Education Activities

Key education activities progressed during the reporting period were as follows:

- Appointment in March 2009 of a full-time Sustainability and Waste Education Coordinator, which was formerly a part time position
- Household Hazardous Waste Disposal Days have been held at Wanneroo, Stirling and Joondalup with MRC promotional support. MRC is awaiting an MWAC report on the level of activity associated with these events
- The first –E-Waste Collection Day was held on weekend of 6 & 7 June – a metropolitan-wide event with nine collection points including three in the MRC region. Very successful event
- Two Earth Carers courses have been held this year – a standard course in March with 36 participants, and a tailored program in May with a group of 8 post-graduate students from Curtin University
- The MRC is involved in a metropolitan-wide SWIS-funded program to introduce battery collections in each Council. Launch in August 2009
- Fridge calendars have been produced for Stirling, with calendars for Cambridge, Vincent and Perth currently in production
- Continuation and promotion of events and information relevant to waste management

Community Engagement Advisory Group (CEAG) Activities

Key CEAG activities progressed during the reporting period were as follows:

- Continuation of regular CEAG meetings
- Most recent meeting held at RRF (SITA offices) and included CEAG visit to the RRF
- CEAG is reviewing its Roles & Functions statement, and performance against the CPA
- A vacancy currently exists and MRC is about to advertise to fill the vacancy

Miscellaneous Activities

Miscellaneous Community engagement activities progressed during the reporting period were as follows:

- Engagement with the Kinross community for a task of Millipede Collection for nematode inoculation

OBJECTIVE FIVE – ORGANISATIONAL MANAGEMENT

Objective Five is to maintain excellent management of the Mindarie Regional Council organisation.

Business Systems

Key projects associated with this port folio are as follows:

- Development of a tender for the establishment of an integrated regional plan with tender recommendation to be provided to proposed Ordinary Council Meeting 3 September 2009
- Development of a tender for individual service providers
- Investigation of improved budget preparation process, in conjunction with member councils
- Investigation of personnel resourcing mix, prior to Budget 2010/2011
- Investigation of improved TWG governance model

Governance

The scheduled Ordinary Council Meeting (OCM) meetings for the period August – October 2009 are proposed for amendment as follows:

- Delete:
 - 27 August 2009
 - 8 October 2009
- Insert:
 - 3 September 2009
 - 15 October 2009

This amendment is suggested following the re-scheduling of July 2009 OCM to 23 July 2009, and will enable the conduct of two meetings at evenly spaced six (6) week intervals from 23 July 2009 – 15 October 2009.

Moreover, the scheduling of a meeting on 15 October 2009 – as close as possible to local government elections 17 October 2009 – will provide the administration with additional time to present 'Items for Decision' given the next meeting, post elections is scheduled for 10 December 2009.

Attendance at ALGA National Assembly (June 2009)

MRC Chairman (Cr Rod Willox AM JP) attended ALGA National Assembly. The following ideas were obtained from the assembly for potential deployment by MRC.

- The need to respond and adapt to climate change
- Reduce the economic and social cost to our communities through seizing opportunities to build sustainable and resilient communities
- Ensure capture of any greenhouse gas emissions from landfill
- Identify and factor potential impacts of climate change into strategic planning
- Hazard management and the impact of extreme events on our business through an increase in waste to landfill. Also green waste issues
- The need for leadership in managing and responding to emergencies and the impact of extreme events (eg. SMRC fire). Importance of contingency planning

-
- Impact of economic downturn due to reduced feedstock and recyclables – unemployment and decline in household wealth leads to reduced consumption, leads to reduced waste
 - Risk assessment (income decline and higher service demand)
 - Reducing energy consumption through energy efficiency measures and use of renewable energy
 - Future cost of emissions trading scheme and recovery through gate fee increase – prolonged uncertainty due to Government delay to introduction of CPRS
 - Reduction of water consumption
 - Improve resource conservation through recycling (an energy saving measure)
 - Development of innovative partnerships (The MRC PPP was cited as an example to illustrate the benefits and difficulties of this approach, including legal costs and lack State Government assistance)
 - Need to look for opportunities for structural adjustment and improved data collection
 - Anticipate pressure on member Council revenues – inequity of property-based taxes (also defaults and decline in State Government funding)
 - Exercise care in choice of investment vehicles, including for employee superannuation
 - Maintain a continuous improvement in efficiency (operational and financial) policy
 - Work cooperatively (through FORC) to influence State Government inertia and lack of strategic guidance
 - Emphasise importance of hypothecating monies raised through levies
 - Need for State Government to set aside land resources for future landfill use
 - Important to examine all different (available and emerging) technologies for future RRF

The administration will now commence the investigation and, where applicable, generate business actions, associated with these ideas.

Member Council Partnerships

Key activities progressed as follows:

- Liaison Tamala Park Regional Council (TPRC) re buffer and associated issues, with a plan to develop a joint submission for TPRC/MRC consideration
- Preparation of a plan for the conduct of a financial workshop in early August 2009, focussing primarily on a review of the existing fees model
- Discussions with WMRC re 'inter-regional Council liaison' on waste processing opportunities

Establishment Agreement

The administration has received correspondence from Town of Vincent advising a position of support for 'one vote – one Council', as distinct to the existing model, in any future draft Establishment Agreement. This position is at odds with other Council positions on this matter i.e. retention of status quo. The matter will be further discussed at an officer workshop on 13 August 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 MEETING – 26 JUNE 2009

The group addressed a number of issues associated with the Mindarie Regional Council business as follows:

- Governance
 - Agreed alteration to TWG meeting format, with effect August 2009, to include Mover/Seconder; amendments to Recommendations, more detailed record of discussion in relation to Items, inclusive of discrete finance items (with an invitation for finance staff to attend), and record of 'dissenting officers' by exception
 - Agreed CEO to investigate governance issues surrounding these improvements, including Terms of Reference, Standing Orders, and other relevant issues, with particular reference to the EMRC model
 - Agreed CEO to investigate format for CEO meetings
 - Agreed on going need for workshops, as required

-
- Special Council Meeting (SCM) Agenda (30 June 2009) – Revised Fees
 - Agreed MRC staff to provide worksheet, as a supplementary brief describing progression of:
 1. Initial Recommendation (SCM 28 May 2009)
 2. Resolution – SCM 28 May 2009
 3. Recommendation – SCM 30 June 2009for processable, non-processable, casual fees
 - Agreed this information to be e-issued Monday 29 June 2009, with hardcopies available for SCM 30 June 2009
 - Agreed development of contingency plan in the event of State Government action via application of landfill levy retrospectively to 1 July 2009
 - Budget 2009/2010
 - Agreed establishment of approach for TWG review of Budget 2009/2010 report, given plan to postpone Ordinary Council Meeting to 23 July 2009
 - Agreed approach to identify and document post-workshop reductions
 - Agreed approach, with respect to personnel resources, of support for current “employee/individual service provider/consultant” mix on basis of conduct of a review prior to Budget 2010/2011
 - Agreed further investigation of particular items nil vehicles, as part of further work
 - Business Report Content
 - Agreed amendment to content as follows:
 1. Further information on ISO certification
 2. Further information on tender for consultant services for an integrated plan, including key dates
 3. Inclusion of key dates associated with ‘Son of Tamala’ Request for Proposal (RFP) exercise
 4. Inclusion, under ‘Business Systems’ of tasks to establish an improved budget preparation process for financial year 2010/2011, and to investigate personnel usage plan
 5. Inclusion of information on the establishment of an internal capability for ‘used refrigerator management’ in liaison with member Councils

RECOMMENDATION

That Council:

- (i) receive this progress report against Annual Business Plan 2009/2010
- (ii) approve revised Ordinary Council Meeting dates as follows:
 - Thursday 3 September 2009
 - Thursday 15 October 2009

**ATTACHMENT ONE
TO ITEM 1
TECHNICAL WORKING GROUP MEETING
26 JUNE 2009
FORUM OF REGIONAL COUNCILS
PROPOSED CHANGE IN USE OF LANDFILL LEVY FUNDS
POSITION STATEMENT**

FORUM OF REGIONAL COUNCILS
PROPOSED CHANGE IN USE OF LANDFILL LEVY FUNDS
POSITION STATEMENT

The Forum of Regional Councils FORC is a coalition comprising the five metropolitan Regional Councils – Eastern Metropolitan Regional Council (EMRC), Western Metropolitan Regional Council (WMRC), Southern Metropolitan Regional Council (SMRC), Mindarie Regional Council (MRC) and Rivers Regional Council (RRC) -- and the City of Geraldton Greenough, which promotes areas of common interest associated with waste management. FORC member Councils serve a total population of 1,533,000

FORC Waste Management Vision - FORC strongly supports the State Government Vision of 'Towards Zero Waste in Western Australia' which aims to achieve a position by 2020 where little or no waste is created that cannot be recovered instead of being disposed of at landfill. However FORC believes this target can only be achieved if waste management is seen as an essential service and a co-operative and consultative whole of government team approach involving the State Government, Waste Authority, Department of Environment and Local Government is adopted for the developmental and operational actions required to divert waste from landfill. This position was expressed in the FORC submission on Municipal Waste Management to the Standing Committee on Environment and Public Affairs in February 2009. FORC was pleased that the Standing Committee report to parliament supported a majority of the submission recommendations.

New State Policy - Consequently FORC is alarmed at the new development in State Government policy arrived at without any consultation with Local Government and without any objective assessment of the impact on the waste industry which will:

- Increase the landfill levy from 1 July 2009 setting new rates of \$28/tonne for liable putrescible landfills and \$12/m³ for liable inert landfills.(Perth Metropolitan area only)
- Amend the WARR Act to enable the additional revenue derived from the increase in the levy to be used to offset a reduction in the appropriation from the Consolidated Fund required by the Department of Environment and Conservation (DEC).
- Maintain the funding to the Waste Authority at existing levels for priority waste management actions.

Summary FORC Concerns - FORC believes this new State Policy will make it more difficult to provide and operate the expensive Resource Recovery Facilities which are essential to the achievement of the State Government Vision of 'Towards Zero Waste in Western Australia' These facilities enable diversion rates of at least 65% of household waste from landfill. They are critical to future waste management and minimisation in Western Australia, yet they have been funded to date from ratepayers rather than the State Government. The new policy will also have some adverse impacts on waste management operations as outlined in the next two paragraphs.

Levy Increase Impacts - The decision to increase the levy by 300% (or \$26 average per household) without consultation and with effect from 1 July 2009 only six weeks away will:

- Require Councils to substantially amend budgets and some cases re-advertise at additional expense.
- Cause unnecessary disappointment and annoyance as advance warning could have been provided given the Global Financial Crisis has been around since the end of last year.
- Reinforce a concern that the relationship between the Ministers Office, The Waste Authority and the Department of Environment is untenable.

FORUM OF REGIONAL COUNCILS
PROPOSED CHANGE IN USE OF LANDFILL LEVY FUNDS
POSITION STATEMENT

- Cause an increase in illegal dumping
- Encourage the transport of waste to landfills outside the Metropolitan area.
- Anger ratepayers through an additional \$26/household charge for waste services.
- When the proposed CPRS tax is added to the landfill levy a substantial financial barrier is created that will need to be reviewed.

At the very least the Government should commit to not repeating the situation next year if it decides to increase the landfill levy again and providing a decent advance warning.

Amendment to WARR Act Impacts - The decision to amend the WARR Act which had been supported by Local Government in order to direct levy funds away from waste management is very disappointing. The decision to amend the WARR act will:

- See landfill levy funds used a general tax to support core government functions in the environment area and prevent adequate financial support for the development of waste infrastructure.
- Confirm a concern that the State Government does not wish to encourage a co-operative approach to waste management and is assigning a low priority to the achievement of its Waste 2020 vision.
- By funding generic environment programmes from the landfill levy will be a disincentive to the DEC to encourage reduction of tonnes of waste disposed at landfill.

Summary of Position on New State Policy - FORC supports mechanisms to change behaviours to achieve better environmental waste management performance through strategic initiatives including infrastructure investment and sees the landfill levy as one of these mechanisms. Simply put FORC support for a levy increase is conditional on:

- Hypothecation of the waste levy to waste management (that is no change to current WARR Act)
- There is appropriate consultation in the future (that is no repeat performance of this year)
- A Task Force being created as soon as practicable to advise the Minister on the impacts of the new State policy on the waste levy including an examination of alternatives that may be deliver acceptable outcomes to the State and to FORC members.

Request to Meet Minister - FORC is aware there is considerable pressure as a result of the Global Financial Crisis on State Government finances which it must deal with. FORC therefore does not lightly raise concerns with the landfill levy revenue raising measure and seeks a meeting with the Minister for the Environment to explain the background to FORC's concerns about the adverse impacts on waste management.

FORC would also like to raise the following points with the Minister which it believes are worthy of investigation:

- Residue waste from RRF processing (organic plants) should be exempt from the landfill levy as this material has been processed in accordance with the State Government vision for processing the organic waste stream.
- The recycling effort and waste management by local government in WA is better than is sometimes reported and evidence can be provided to support this view.

Request to Meet Minister – (Cont)

- Amend the WARR Act to provide that landfill levy monies collected from Local Government are directed back to Local Government.
- Apply a sunset clause to the amendments to the WARR Act so the legislation reverts to the current arrangement after an agreed period.
- Develop a position on the relationship between the landfill levy and the proposed CPRS tax.

**ATTACHMENT TWO
TO ITEM 1
TECHNICAL WORKING GROUP MEETING
26 JUNE 2009
REPORT 16
STANDING COMMITTEE ON ENVIRONMENT AND PUBLIC AFFAIRS
MUNICIPAL WASTE MANAGEMENT IN WESTERN AUSTRALIA**



THIRTY-EIGHTH PARLIAMENT

REPORT 16
STANDING COMMITTEE ON ENVIRONMENT AND
PUBLIC AFFAIRS
MUNICIPAL WASTE MANAGEMENT IN WESTERN
AUSTRALIA

Presented by Hon Sheila Mills MLC (Chairman)

May 2009

STANDING COMMITTEE ON ENVIRONMENT AND PUBLIC AFFAIRS

Date first appointed:

17 August 2005

Terms of Reference:

The following is an extract from Schedule 1 of the Legislative Council Standing Orders:

“1. Environment and Public Affairs Committee

- 1.1 An *Environment and Public Affairs Committee* is established.
- 1.2 The Committee consists of 5 members.
- 1.3 The functions of the Committee are to inquire into and report on -
 - (a) any public or private policy, practice, scheme, arrangement, or project whose implementation, or intended implementation, within the limits of the State is affecting, or may affect, the environment;
 - (b) any bill referred by the House; and
 - (c) petitions.
- 1.4 The Committee, where relevant and appropriate, is to assess the merit of matters or issues arising from an inquiry in accordance with the principles of ecologically sustainable development and the minimisation of harm to the environment.
- 1.5 The Committee may refer a petition to another committee where the subject matter of the petition is within the competence of that committee.
- 1.6 In this order **“environment”** has the meaning assigned to it under section 3(1), (2) of the *Environmental Protection Act 1986*.”

Members as at the time of this inquiry:

Hon Sheila Mills MLC (Chairman)	Hon Wendy Duncan MLC (from 5 November 2008)
Hon Bruce Donaldson MLC (Deputy Chairman)	Hon Paul Llewellyn MLC
Hon Kate Doust MLC	Hon Robyn McSweeney MLC (until 21 October 2008)

Staff as at the time of this inquiry:

Paul Grant, Clerk Assistant (Committees)	Linda Omar, Committee Clerk
Peter Axford, Research Officer	Dr Vincent Cusack, Advisory Officer (General)

Address:

Parliament House, Perth WA 6000, Telephone (08) 9222 7222

lcco@parliament.wa.gov.au

Website: <http://www.parliament.wa.gov.au>

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Government Response

This Report is subject to Standing Order 337:

After tabling, the Clerk shall send a copy of a report recommending action by, or seeking a response from, the Government to the responsible Minister. The Leader of the Government or the Minister (if a Member of the Council) shall report the Government's response within 4 months.

The four-month period commences on the date of tabling.

Glossary

C & D	Construction and Demolition
C & I	Commercial and Industrial
CDL	Container Deposit Legislation
CMCOAG	Canning Melville Community Odour Action Group
Committee	Legislative Council Standing Committee on Environment and Public Affairs
DEC	Department of Environment and Conservation
EPHC	Environment Protection and Heritage Council
FORC	Forum of Regional Councils
Petition 59	Petition tabled in the Legislative Council by Hon Simon O'Brien MLC on 26 June 2007
RRRC	Regional Resource Recovery Centre at Canning Vale
SMRC	Southern Metropolitan Regional Council
WALGA	Western Australian Local Government Association
WARR Account	Waste Avoidance and Resource Recovery Account
WARR Act	<i>Waste Avoidance and Resource Recovery Act 2007</i>

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EXECUTIVE SUMMARY, FINDINGS AND RECOMMENDATIONS

EXECUTIVE SUMMARY

- 1 The Committee's inquiry arose from Petition 59, which dealt with community concern regarding odour emissions from the Southern Metropolitan Regional Council's Resource Recovery Centre in Canning Vale.
- 2 The Committee found those community concerns to be justified. Whilst the odour issue has not been fully addressed as at the time of reporting, the Committee is confident that there is a technical, engineering, solution to the odour problem, and that there is an effective environmental regulatory regime in place to deal with the issue.
- 3 Whilst undertaking the inquiry into Petition 59, the Committee was concerned that local government was apparently being left to their own devices in establishing large-scale resource recovery infrastructure projects worth hundreds of millions of dollars and utilising the most advanced, and possibly untested, alternative waste treatment technology.
- 4 The Committee therefore resolved to widen the scope of its inquiry into all aspects of municipal waste management and the use of alternative waste technologies in Western Australia.
- 5 Municipal waste (predominantly household waste) accounts for approximately a quarter of the total volume of waste in Western Australia. The remaining 75% of waste that goes primarily into landfill is from commercial and industrial sources, and construction and demolition. Municipal waste, however, is perhaps the most significant waste stream because it is generally comprised of more complex materials, with high levels of putrescibles (up to 70% of the waste is organic materials), which result in greenhouse gas emissions when land-filled. Municipal waste also contains toxic materials, such as batteries, paints, pharmaceuticals and electronic waste.
- 6 There are high community and societal expectations of effective municipal waste management, and the service is generally taken for granted. An arguably unreasonable burden falls to local governments, who have to recover costs and respond to increasing volumes of waste. This increased volume is due to a combination of an increase in per capital consumption of goods, and an increase in the amount of packaging and material complexity of house-hold consumer goods.
- 7 The costs of waste management are not fully reflected in markets. It is still cheaper to land-fill than it is to recover and fully treat waste streams. Cost recovery for waste management in general terms comes from council rates paid by households, and

- revenue from recyclable resource recovery. Recycling revenue is vulnerable to fluctuating commodity prices for paper, plastics, steel and so on.
- 8 The Western Australian Landfill Levy has been so low as to make it virtually unfeasible to achieve high levels of resource recovery.
- 9 At present, administrative structures for waste management in Western Australia are fragmented, although local government has made considerable efforts via regional councils to generate economies of scale and avoid duplication. The Waste Management Authority appears to be marginalised, without adequate resourcing or powers.
- 10 Many of the issues raised in submissions were related to a lack of strategic direction and project management/technical resources and advice for local governments embarking on waste management programs. The Committee is of the view that many of these issues could, and should, be addressed by an independent, well-resourced, Waste Authority.
- 11 The Committee has made a number of recommendations for administrative and legislative reform to ensure a more independent, adequately resourced, Waste Authority.
- 12 Additional recommendations relate to specific measures to enhance waste management processes, and the need for a review of all levies, rates and charges associated with waste management.
- 13 The Committee notes that there is still more work to be done in investigating issues surrounding waste management in Western Australia. It is hoped that the future Standing Committee on Environment and Public Affairs, or other relevant Legislative Council standing committee, will continue to pursue these issues following the change in the Committee's membership after 21 May 2009.

FINDINGS AND RECOMMENDATIONS

- 14 Findings and Recommendations are grouped as they appear in the text at the page number indicated:

Page 6

Finding 1: The Committee finds that Western Australia is statistically the worst performing State in Australia with respect to both landfill use and the rate of resource recovery from waste material.

Page 6

Finding 2: The Committee finds that the municipal waste is the most problematic of all waste categories, due to its approximately 70 per cent organic content and the resulting potential risk to the environment from leachates and powerful greenhouse gas emissions, such as methane.

Page 10

Finding 3: The Committee finds that the waste collection services provided by local government in Western Australia are of a very high standard.

Page 10

Finding 4: The Committee finds that the formation of regional councils in Western Australia has proven highly successful in creating economies of scale in the management of municipal waste.

Page 13

Finding 5: The Committee finds that Western Australia is the worst performing State in Australia with respect to the lining of landfill sites.

Page 15

Finding 6: The Committee finds that the issue of prohibitive transport costs in rural and regional areas with respect to recyclable waste could be resolved by appropriate extended producer responsibility schemes, such as container deposit legislation.

Page 15

Finding 7: The Committee finds that a strategy needs to be developed to commercialise the products of resource recovery in rural and regional areas.

Page 35

Finding 8: The Committee finds that the community's concerns regarding odour issues at the Regional Resource Recovery Centre in Canning Vale were legitimate.

Page 36

Finding 9: The Committee finds that the Southern Metropolitan Regional Council has taken steps to identify a technical remedy to address the community's concerns regarding odour from its Regional Resource Recovery Centre.

Page 36

Finding 10: The Committee finds that there are cost effective engineering solutions to the odour issues at the Regional Resource Recovery Centre in Canning Vale.

Page 36

Finding 11: The Committee finds that the Department of Environment and Conservation's enforcement powers achieved a positive result with respect to addressing the odour issues at the Regional Resource Recovery Centre in Canning Vale.

Page 36

Finding 12: The Committee finds that the Southern Metropolitan Regional Council had a poor communication strategy with respect to its Regional Resource Recovery Centre and the ongoing concerns of the local community.

Page 36

Finding 13: The Committee finds that there is a lack of coordinated and institutional support at the State Government level for the managers of resource recovery centres in the research and investigation of engineering solutions to address issues that may result in environmental enforcement action.

Page 60

Finding 14: The Committee finds that Western Australia has extensive and detailed waste management legislation, but lacks adequate regulations and administrative arrangements to drive waste management programs at the State level.

Page 60

Finding 15: The Committee finds that there is a lack of detailed public information regarding the expenditure of funds raised from the landfill levy.

Page 60

Recommendation 1: The Committee recommends that the *Waste Avoidance and Resource Recovery Act 2007* be amended so as to require the Waste Authority to table in the Parliament each year a detailed financial statement setting out all expenditure of funds raised from the landfill levy.

Page 71

Finding 16: The Committee finds that there is an urgent need for the establishment of product stewardship programs for electronic and other problematic wastes, such as glass and plastic containers, incandescent light bulbs, batteries, tyres, mattresses, paint and used motor oil.

Page 83

Recommendation 2: The Committee recommends that the Government resolve the issue of funding for staff and resources for the Waste Authority as a matter of urgency.

Page 84

Recommendation 3: The Committee recommends that the *Waste Avoidance and Resource Recovery Act 2007* be amended to expressly limit the Department of Environment and Conservation's access to funds from the landfill levy to the offsetting of the actual administration costs of the landfill levy fund, and for other specified purposes to be set out in regulations.

Page 84

Recommendation 4: The Committee recommends that the *Waste Avoidance and Resource Recovery Act 2007* be amended to enable the Waste Authority to directly employ its own management and other key staff.

Page 84

Recommendation 5: The Committee recommends that the *Waste Avoidance and Resource Recovery Act 2007* be amended to clearly define that policy formulation in the area of waste management is the role of the Waste Authority and that environmental regulation is the role of the Department of Environment and Conservation.

Page 84

Recommendation 6: The Committee recommends that the Department of Environment and Conservation should take measures to physically and administratively separate those staff of the Department that are tasked to assist the Waste Authority from all other Department staff.

Page 84

Recommendation 7: The Committee recommends that the Waste Authority should take on a greater role in the provision of specialist waste management advice to local governments.

Page 84

Recommendation 8: The Committee recommends that a main focus of the Waste Authority should be on the development of a multi-disciplinary staff with expertise in the areas of resource recovery policy formulation, infrastructure development and contract management.

Page 96

Finding 17: The Committee finds that regional councils have played an important role in creating economies of scale in waste management infrastructure projects.

Page 96

Finding 18: The Committee finds that there needs to be more collaboration and coordination between local government, the Waste Authority and the State Government in site identification and development and in the choice of technology utilised for regional resource recovery centres.

Page 97

Finding 19: The Committee finds that more could be done at the State Government level in terms of planning strategies for large-scale resource recovery infrastructure projects, such as assisting in site selection and in the maintenance of appropriate buffer zones between existing sites and new residential developments.

Page 97

Finding 20: The Committee finds that there should be a closer working relationship between the Waste Authority and regional councils.

Page 97

Recommendation 9: The Committee recommends that the *Waste Avoidance and Resource Recovery Act 2007* be amended to give the Waste Authority a greater role in strategic planning for large-scale resource recovery infrastructure projects in Western Australia.

Page 97

Recommendation 10: The Committee recommends that the Government give consideration to the development of essential services legislation, and to incorporate waste collection and management in any definition of “*essential services*” included within such legislation.

Page 107

Finding 21: The Committee finds that waste treatment technologies are constantly changing and evolving, and that there is no one technology that is perfectly suited to the treatment of all types of waste.

Page 108

Finding 22: The Committee finds that the development of new waste technology in Western Australia needs to have regard to small-scale infrastructure in rural and regional areas.

Page 108

Recommendation 11: The Committee recommends that the focus of waste management efforts be on the separating and recycling of waste before the application of biological, chemical or thermal treatment technologies.

Page 114

Finding 23: The Committee finds that although an increase in the landfill levy may be appropriate, it is concerned that any increase in the levy may be absorbed as an additional revenue stream for the Department of Environment and Conservation's activities in the area of waste management.

Page 114

Recommendation 12: The Committee recommends that the Government implement a comprehensive review of levies, rates and charges associated with waste management, with the aim of getting a uniform, coordinated and cost reflective fee structure that can be reviewed by an independent body, such as the Economic Regulation Authority.

Page 122

Recommendation 13: The Committee recommends that the Government enact legislation to enable local government to be empowered to require that land developers submit waste management plans with respect to municipal waste as part of development applications.

Page 122

Recommendation 14: The Committee recommends that the Government enact legislation to enable local government to be empowered to require that land developers submit waste management plans with respect to commercial and industrial and construction and demolition waste as part of development applications.

Page 126

Recommendation 15: The Committee recommends that the Waste Authority facilitate the introduction by all Western Australian local governments of a uniform, best practice, municipal waste collection system.

ITEM 2 RESOURCE RECOVERY FACILITY UPDATE REPORT

File No: WST/13-02

**Attachment(s): 1. URS Letter of Explanation: Budget Over Run
 2. Project Development Costs Summary**

Author: Ian Watkins

SUMMARY

The purpose of this report is to provide Council with information relating to the final development, commissioning and operation of the Stage 1 Resource Recovery Facility (RRF) at Neerabup.

BACKGROUND

Stage 1 RRF contract was signed with BioVision 2020 on 23 November 2007. Construction commenced on 27 February 2008 with Practical Completion being achieved on 15 July 2009.

The 20 year contract operational period commenced on 16 July 2009.

- Contract framework includes:
- Contractor - BioVision 2020 (Ownership - 70% Westscheme; 30% SITA)
- Build Own and Operate (BOO) contract structure
- 100,000 tonnes per year
- 20 year contract
- Contract commencement date 16 July 2009
- Contract end date 15 July 2029

DETAIL

Commissioning

Commission commenced on 21 April 2009 and was completed on 15 July 2009. During commissioning approximately 9,000 tonnes of waste was delivered to the facility. Commissioning testing was witnessed by the Independent Certifier on behalf of the MRC, ANZ (financier) and BioVision. At the end of commissioning the Independent Certifier signed off that the facility had been commissioned in accordance with the requirements of the RRFA and various BioVision construction contracts. On behalf of the MRC, Cardno certified that at Practical Completion all necessary undertakings had been completed in accordance with the requirements of the RRFA. Following the Cardno certification, the MRC CEO signed the Certificate of Practical Completion on 15 July 2009.

Operations

As at 16 July 2009 facility operations commenced.

Typical operational conditions include:

- MRC to deliver 400 tonnes per day - Monday to Friday

- BioVision to process 285 tonnes per day - seven days per week
- 40,000 kilolitres of water consumed per year
- 3 MW hours of power consumed
- Approximately 40,000 tonnes of compost produced annually
- Approximately 30,000 tonnes of residue sent to Tamala Park annually
- 1,200 tonnes of ferrous metal recycled annually

Waste Delivery

Waste delivery schedule:

City of Joondalup	787 t/week	158 t/day
City of Wanneroo	787 t/week	158 t/day
Town of Cambridge	181 t/week	35 t/day
Town of Victoria Park	245 t/ week	49 t/day
Total daily tonnage	2,000 t/ week	400 t/day

City of Perth has indicated a preference to have only one tipping location and not to send part of the waste to the RRF and part to Tamala Park. Due to the City disposing of significant portions of waste after RRF operating hours, this waste is unable to be sent to the RRF; hence, the only option for a single tipping location is to dispose of all waste at Tamala Park.

The Town of Vincent has expressed a wish not to send waste to the RRF, but remain as per current arrangements and only dispose of waste at Tamala Park.

The RRF will typically accept approximately 2,000 tonnes of waste per week. With the large volume disposal pit available, it is not critical that the precise daily tonnage be achieved each day, so long as the weekly average is approximately 2,000 tonnes per week.

Key Performance Indicators

KPI's as per the RRFA are as follows:

KPI	Target	Contract Year to Date	June	July	August
Environmental Standard - Number of Breaches	0	0	0	TBA	TBA
Waste Diversion	30%	30%	30%	TBA	TBA
Quality of Compost - Number of Breaches	0	0	0	TBA	TBA
Quality of Recyclable Packaging - Below Target Tonnes	0	0	0	TBA	TBA
Health and Safety - Number of LTI's	0	0	0	TBA	TBA
Community Acceptance - Number of Complaints	0	0	0	TBA	TBA
Project Culture - PAG Chairperson Score	100	100	100	TBA	TBA

KPI's relating to waste quality are able to be adjusted so far as the variability in the quality impacts a particular KPI.

Compost Quality

The quality of compost being produced is encouraging. Initial assessments by Custom Compost, the compost marketing sub-contractor, is that the compost produced exceeds expectation. Sample products have been distributed to the Wanneroo Golf Club and turf farmers for trial purposes.

Facility Operating Licence

The DEC has previously issued a facility operating licence for 50,000 tonnes per year. BioVision is in the process of working with the DEC to increase the licence to 100,000 tonnes per year.

Secondly Waste Treatment Facility Working Group

The SWTF WG recently met on 3 June 2009 and on 1 July 2009. Notes from the meeting have been distributed to Council.

Items dealt with by the group include:

- Community Engagement
 - Community Monitoring Program
- BioVision Monthly Report
 - Commissioning Issues
- MRC Site Infrastructure Development
- Power Outage Plan
- Compost Marketing Plan
- RRF Stage 2 Development
 - Framework for the way forward.

Project Advisory Group

MRC Representatives:
Cr Laura Gray
Kevin Poynton (CEO)
Eddy Albrecht (City of Stirling)

MRC Alternates:
Cr Dot Newton
Kalwant Dhillon
Dennis Blair (City of Wanneroo)

BioVision Representatives:
Emmanuel Vivant
Marco Fontana Giusti
Nial Stock

BioVision Alternates:
Casimiro da Fonseca

The PAG recently met on 6 May 2009, 3 June 2009 and again on 1 July 2009.

Items dealt with by the group include:

- BioVision Monthly Report
- Power Outage Plan

-
- Commissioning
 - Commissioning Tonnage
 - Practical Completion
 - Delays in Practical Completion
 - Compost Marketing Plan
 - Input Tonnage (during operations)

MRC Infrastructure Development

Infrastructure Works

Griffin Civil completed the road work, weighbridge, underground services and perimeter fencing by 26 March 2009.

The Griffin Civil contract 13/92 award value as approved by council on 23 October 2008 was \$859,912.30 and a contract contingency amount of \$130,000. Following the completion of the works, the superintendent advised that there had been a number of variations that had not been included in the final invoice calculations. Consequently the approved contract sum had been exceeded by \$28,964.83 or 3%. Attachment 1 to this Item provides an explanation from the superintendent relating to the contract sum over spend.

Payment has been made to Griffin Civil up to the maximum approved contract value. Subject to Council approval, the final payment of \$28,964.83 will be made to Griffin Civil as full and final payment for the works.

Building Works

BCL Construction was awarded the building works (Contract 13/95). This work is currently being undertaken on site with completion anticipated in mid August.

Groundwater Bores

Bore 1 and Bore 2 have been installed and plumbed into the permanent underground services to provide supply water to the RRF and MRC facilities.

Weighbridge

The automated weighbridge has been functioning efficiently since the commencement of commissioning (21 April 2009). The weighbridge building is part of the BCL building works contract and is yet to be installed on site. As a temporary measure, a small transportable building has been hired to house the weighbridge computers. Once the building works have been completed, the computers will be relocated to the permanent infrastructure and the transportable removed.

There have been some minor computer-related breakdowns with the weighbridge; however, these have not impacted on the MRC ability to deliver waste to the facility.

MRC Future Site Works

On completion of the building works, the following activities are yet to be completed:

- Landscaping.

-
- Visitors Centre fitout.
 - Develop site tour program.

Landscaping

Landscaping on site will involve the planting of native shrubs and trees within the MRC area and along the road frontage. Native species have been selected to blend in with the Bush Forever area to the east of the site. In addition, trial plots will be developed adjacent to the Visitors Centre where trails will be conducted using RRF compost in different quantities to grow a range of plants as a demonstration of the benefit of using compost.

Community Engagement

The MRC community engagement program continues to be managed via the Community Engagement and Advisory Group (CEAG).

The group recently met on 20 May 2009, with the meeting being held on site at the SITA offices. As part of the meeting, the group was given a detailed tour of the inside of the facility.

Issues discussed at the meeting included:

- Reviewing the CEAG Roles and Function.
- Reviewing the Chairperson Roles and Functions.
- Reviewing the Community Partnership Agreement (CPA).
- Facility commissioning.
- Community monitoring program.
- Bob Stidwell resignation.
- Replacement procedure for Bob Stidwell.

Prior to the recent CEAG meeting, Bob Stidwell advised the MRC that he wished to resign from CEAG. Bob has been an active member of the group for many years and had significant technical and contractual input throughout this period. Now that the facility has progressed to the operational stage, Bob felt that he had achieved what he had set out to achieve. In recognition of Bob's efforts, a letter of thanks was sent to him from the CEO.

Site Visits

During RRF commissioning period, the MRC has been running regular tours for member council officers to visit the site and view first hand the process and current activities. To date the following site visits have been undertake:

- Two tours for City of Joondalup officers.
- Three tours for MRC operations and administration staff.

In addition, Cheryl Edwardes, a past Minister for the Environment was recently taken on a detailed site visit through the facility.

Should any member council officers wish to attend a site visit, please contact MRC reception (9306 6303).

Caretaker Issues

As previously agreed at the last caretaker meeting, during July a follow up meeting would be arranged with Mr Tull and Mr Trandos to discuss issues of common interest.

A follow up meeting was held on 29 June 2009. Issues raised at the meeting included:

- Mr Tull advised of a number of incidents where there were odour concerns. MRC and BioVision are investigating the incidents
- Drinking water for Mr Tull – Mr Trandos advised that this had been taken care of and was no longer a problem
- Vehicle movements. Mr Tull requested information on anticipated vehicle movements to and from the facility
- The need for a contingency plan should Mr Tull experience problems with the facility

Grand Opening Functions

The costs associated with the grand opening functions have been finally assessed. The costs for the two functions was \$78,000. BioVision has agreed to cover half of the functions costs and hence the MRC cost was \$39,000. The estimate of the MRC function costs was \$30,000. Final costs exceeded estimates by \$9,000; however, this was predominantly due to the interest shown by the community and the number of people that attended the two functions.

Stage 2 RRF Development

The development of Stage 2 RRF is covered under a separate Item.

CONSULTATION

Consultation has occurred with the following groups:

- Cardno/Meinhardt Joint Venture
- Woodhouse Legal
- Freehills
- BioVision2020
- SITA
- Kerman Contracting
- Various Design Consultants
- All Member Councils

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

The development and operation of resource recovery in the region is consistent with the following Principals described in Strategic Plan 2009 – 2029:

- Community Focus
- Innovation
- Partnership
- Leadership

In particular, Stage 1 RRF conforms with Objective 1 – Waste Management to maximise resource recovery and minimize waste to landfill in order to minimize environmental impact.

FINANCIAL IMPLICATIONS

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

Project development expenses to 30 June 2009 are \$2,214,230 out of an approved (mid-year) budget of \$3,043,153. There will be a carryover to the next financial year of approximately \$830,000 to cover the outstanding development activities.

Due to the cost over run on Contract 13/92 – MRC Infrastructure Works, Griffin Civil have requested additional payment of \$28,964.83. The funds to pay this over run will be obtained from savings in Financial and Insurance Consulting fees.

The Project Operational Summary below sets out the 2009/10 facility operating budget against which operational costs will be tracked throughout the year.

Project Operational Costs Summary for 2009/10 Financial Year – As at 30 June 2009

Item	Budget	Spent	Remaining
Consultancy			
Specialist Project Consultants	\$50,000	\$0	\$50,000
Legal Consultants	\$50,000	\$0	\$50,000
Financial Consultants	\$10,000	\$0	\$10,000
Insurance Consultants	\$10,000	\$0	\$10,000
Project/Contract Management	\$80,000	\$0	\$80,000
Temporary Staff	\$10,000	\$0	\$10,000
Sub-total	\$210,000	\$0	\$210,000
Facility Operations			
Cleaning	\$5,000	\$0	\$5,000
Building Maintenance	\$10,000	\$0	\$10,000
Building Security	\$20,000	\$0	\$20,000
Fencing and Gate Maintenance	\$5,000	\$0	\$5,000
Road Maintenance	\$5,000	\$0	\$5,000
Bore and Pipework Maintenance	\$5,000	\$0	\$5,000
Environmental Monitoring	\$20,000	\$0	\$20,000
Community Monitoring Program	\$45,000	\$0	\$45,000
Landscape and Gardens	\$30,000	\$0	\$30,000

MRC Admin Charge	\$100,000	\$0	\$100,000
Utilities	\$10,000	\$0	\$10,000
Council Rates	\$27,000	\$0	\$27,000
Amortisation – Pre Operating Costs	\$104,600	\$0	\$104,600
Compost Disposal	\$545,000	\$0	\$545,000
Amortisation Costs	\$430,000	\$0	\$430,000
Tipping Fees	\$14,600,000	\$0	\$14,600,000
Sub-Total	\$15,961,600	\$0	\$15,961,600
Total Operating Costs	\$16,171,600	\$0	\$16,171,600

The completion of commissioning was scheduled for Monday 22 June 2009, with this date not being achieved, there are financial consequences to the MRC, these include:

- Receiving \$1,500/day from BioVision as Liquidated Damages to cover additional consultants costs during the period from 23 June to Practical Completion
- Approximately \$30,000/day being paid by BioVision Contractor(s) to cover MRC Liquidated Damages and ANZ Finances charges. These costs are paid out of a reserve amount set up within BioVision construction contracts to cover all Liquidated Damages claims up to approximately \$1.4m. Within the RRFA, 50% of the unspent Liquidated Damages reserves gets paid to the MRC at Practical Completion. Hence, the MRC is losing approximately \$15,000/day from possible reserve payments
- For every day beyond 1 July 2009, the MRC is receiving “Processible” rates from its member councils, but incurring landfill (non-processible) costs to dispose of the waste. This equates a daily saving of approximately \$35,000
- Net impact is that the MRC is losing approximately \$13,500/day from 23/6/2009 to 30/6/2009 (8 days = \$108,000) and from 1/7/2009 the MRC is saving \$21,500/day.

Carry over capital works costs from the 2008/2009 financial year to the 2009/2010 financial year are as follows:

Item	Value
Project/Construction Management (JV)	\$22,342
Legal	\$4,526
Site Infrastructure	\$802,055
Total	\$828,923

TECHNICAL WORKING GROUP MEETING – 26 JUNE 2009

The group discussed:

- Cost reduction initiatives
- Landscaping activities
- Compost quality
- The impact of delays in commissioning

RECOMMENDATION

That Council:

- (i) Note the RRF update report**
- (ii) Approve the additional \$28,964.83 excluding GST to be paid to Griffin Civil its final payment for contract 13/92 - MRC Infrastructure Works**
- (iii) Acknowledge the significant effort put in by the CEAG including Bob Stidwell and on his resignation, thank him for his contribution over the past 5 years**

**ATTACHMENT ONE
TO ITEM 2
TECHNICAL WORKING GROUP MEETING
26 JUNE 2009
URS LETTER OF EXPLANATION: BUDGET OVER RUN**

Mr Chris Jansen
URS Australia
Level 3, 20 Terrace Rd
East Perth, WA
6004

25/05/09

Mr Ian Watkins
Mindarie Regional Council
1700 Marmion Ave
Mindarie, WA
6030

RE: Overrun of Budget – Mindarie Regional Council RRF Infrastructure Civil Works – Contract Award 13/92

Dear Ian,

Following our discussion at Griffin Civil's office (Mon 11/05/09), URS is writing to confirm that Contract 13/94 has gone over budget.

During the last of months of construction Mindarie Regional Council requested that works be managed and that the budget of \$989,912.30 (ex GST) was not to be exceeded. URS together with Griffin Civil and Mindarie Regional Council made changes to the works to remain within the budget amount; this was monitored at the weekly progress meetings.

Unfortunately the following three major items were not included in the equation to stay within the budget.

* Concrete subcontractor claim for 'Suspension of Works': Initially \$10,000, reduced to \$5000

As part of the entrance requirements, the City of Wanneroo required a new design of the entrance; the engineering design was done by Cardno and incorporated into the plan by URS. During construction the City of Wanneroo raised concerns as to its operation. URS, as superintendent, stopped the concrete contractors from working until these concerns were addressed. They were claiming 'Cost of Suspension' under Clause 34.4, AS 2124. This remained an unresolved issued until the final payment certificate.

* Cost of the supply and installation of electrical pits: \$11,050

URS requested additional information to justify the cost of these pits from Griffin Civil. URS approved the remainder of this Variation with the final claim,. At final calculations an additional \$11,050 was added to this Variation.

* Payment for the lowering of Telstra's fibre optic at entrance to site: \$6,307.66

Telstra's optical cable was repositioned in November 2008; Griffin Civil did not claim this item until the final claim. Griffin Civil did not include any mark-up on the cost.

Griffin Civil's administration cycle of 30 days could not provide the exact details of costs incurred during the last part of the works, which made it difficult for URS to include these variations in the final budget estimate.

The above mentioned costs were critical to the site, Griffin Civil were flexible with final claim costs, with the costs representing value for money to the client. The total amount over budget is \$28,964.83

Please do not hesitate to contact me on (08) 9326 0256 to discuss the above mentioned activities.

Regards,



.....
Chris Jansen
URS AUSTRALIA
TECHNICAL WORKING GROUP MINUTES - 26 JUNE 2009

**ATTACHMENT TWO
TO ITEM 2
TECHNICAL WORKING GROUP MEETING
26 JUNE 2009
PROJECT DEVELOPMENT COSTS SUMMARY**

Project Development Costs Summary

Item	2000 - 2004 (Pre-2004/5)	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009					Total Estimated Costs	
						Original Approved Budget	Mid-Year Revised Budget	Spend to 30/6/09 (a)	#Work in Progress (b)	Total Costs (a) + (b)		Remaining Expenditure
Community Consultation (Bryant Media, CEAG)	\$ 37,817	\$ 65,796	\$ 39,024	\$ 43,663	\$ 40,796	\$ 28,000	\$ 42,969	\$ 47,107	\$ 2,500	\$ 49,607	\$ 6,638	\$ 220,457
Project/Construction Management (JV)	\$ 562,183	\$ 188,523	\$ 132,178	\$ 501,804	\$ 277,965	\$ 120,000	\$ 172,510	\$ 113,530	\$ 30,000	\$ 143,530	\$ 28,960	\$ 1,691,632
Legal (Freshhills, Woodhouse Legal)	\$ -	\$ 366,124	\$ 1,019,638	\$ 1,292,349	\$ 630,929	\$ 50,000	\$ 99,526	\$ 92,000	\$ 3,000	\$ 95,000	\$ 4,526	\$ 3,313,566
Financial (PKF, Deloitte)	\$ -	\$ 5,620	\$ 113,798	\$ 27,964	\$ 62,498	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -	\$ 20,000	\$ 229,879
Probability (Braxfords)	\$ -	\$ 3,840	\$ 37,958	\$ 3,848	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,645
MRC Project Management	\$ 10,000	\$ 20,411	\$ 54,923	\$ 45,179	\$ 65,155	\$ 42,000	\$ 64,240	\$ 71,937	\$ 5,000	\$ 76,937	\$ 12,697	\$ 182,970
Insurance Advisors (AON)	\$ -	\$ -	\$ 4,750	\$ 15,000	\$ 10,175	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	\$ 10,000	\$ 39,925
Site Infrastructure	\$ -	\$ -	\$ 1,800	\$ 20,916	\$ 292,047	\$ 1,330,000	\$ 2,625,048	\$ 1,699,157	\$ 150,000	\$ 1,849,157	\$ 775,891	\$ 1,090,655
Over Seas Inspection Tour	\$ -	\$ -	\$ 215,506	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 215,506
Other	\$ 50,000	\$ -	\$ 9,570	\$ 38,798	\$ 8,378	\$ -	\$ 8,860	\$ -	\$ -	\$ -	\$ 8,860	\$ 115,607
Total Costs Incurred	\$ 660,000*	\$ 650,313	\$ 1,629,143	\$ 1,989,520	\$ 1,387,942	\$ 1,600,000	\$ 3,043,153	\$ 2,023,730	\$ 190,500	\$ 2,214,230	\$ 828,923	\$ 7,145,841
Total Costs Incurred to 30/6/7												
Pre-Operating Expenses (funded from surplus funds and expenses against 09/10 RRF income)												
Grand Opening Function											\$ 39,062	
Commissioning Waste Payment											\$ 2,093,000	
										Subtotal	\$ 2,132,062	
Balance of Loan Funds (Loan 10)												
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					\$ 2,943,081							
Increased by \$0.2M to \$8.8M (incl. \$50k Contingency)										\$ 928,851	\$ 99,928	
Land Purchase (Asset)			\$ 3,500,000									

* 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

**ITEM 8.2.1 FINANCIAL STATEMENTS FOR THE PERIODS ENDED
31 MARCH 2009 AND 30 APRIL 2009**

File No: FIN/5-02

**Attachment(s): 1. Financial Statement for the period ended 31 March 2009
2. Financial Statement for the period ended 30 April 2009**

Author: Kalwant Dhillon

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 March 2009 and 30 April 2009 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
- Information on Borrowings

DETAIL

The reports attached are for the months ended 31 March 2009 and 30 April 2009 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

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 March 2009 and 30 April 2009 be noted.

**ATTACHMENT ONE
TO ITEM 8.2.1
ORDINARY COUNCIL MEETING
23 JULY 2009
FINANCIAL STATEMENT FOR THE PERIOD ENDED
31 MARCH 2009**



MANAGEMENT FINANCIAL STATEMENTS

**FOR THE MONTH ENDED
31 MARCH 2009**

Mindarie Regional Council
INCOME STATEMENT BY NATURE AND TYPE
For the month ended 31 March 2009

Description	Adopted Budget	Revised Budget	YTD Budget	YTD Actual	\$ Variance	% Variance	Note
Revenue from Ordinary Activities							
User Charges							
User Charges - City of Perth	983,800	983,800	737,850	592,946			
User Charges - City of Waneroo	4,136,900	4,136,900	3,102,675	3,071,980			
User Charges - City of Joondalup	3,580,200	3,580,200	2,685,150	2,655,610			
User Charges - City of Stirling	4,942,300	4,942,300	3,706,725	4,118,146			
User Charges - Town of Cambridge	710,900	710,900	533,175	439,913			
User Charges - Town of Vincent	759,300	759,300	569,475	603,457			
User Charges - Town of Victoria Park	782,200	782,200	586,650	548,259			
Total Member User Charges	15,895,600	15,895,600	11,921,700	12,030,312	108,612	0.91%	
User Charges - City of South Perth	279,500	779,500	584,631	957,472	372,841	63.77%	
User Charges - Casual Tipping Fees	3,636,400	3,636,400	2,727,297	3,344,912	617,615	22.65%	
Total User Charges	19,811,500	20,311,500	15,233,628	16,332,695	1,099,067	7.21%	
Service Charges							
Sale of Recyclable Materials	350,000	240,000	180,000	200,048	20,048	11.14%	
Sale of Limestone	0	0	0	943	943		
Gas Power Generation Sales	450,000	550,000	412,494	696,782	284,288	68.92%	
Grants & Subsidies	73,000	73,000	36,500	56,836	20,336	55.71%	
Contributions, Reimbursements & Donations	220,400	220,400	167,363	264,556	97,193	58.07%	
Interest Earnings	544,100	644,100	483,066	559,973	76,907	15.92%	
Other Revenue	10,200	10,200	7,650	11,591	3,941	51.52%	
	21,459,200	22,049,200	16,520,701	18,123,424	1,602,723	9.70%	
Expenses from Ordinary Activities							
Employee Costs	3,746,540	3,814,540	2,864,875	2,694,805	170,070	5.94%	
Materials and Contracts							
Consultants and Contract Labour	581,500	581,500	436,125	331,213	104,912	24.06%	
Communications and Public Consultation	663,600	661,600	473,600	430,056	43,544	9.19%	
Landfill Expenses	784,000	1,080,000	852,308	723,682	128,626	15.09%	
Office Expenses	326,850	328,850	253,244	247,368	5,876	2.32%	
Information Systems	314,800	374,800	316,795	288,019	28,776	9.08%	
Building Maintenance	82,900	82,900	62,175	53,489	8,686	13.97%	
Plant and Equipment Operating and Hire	1,191,800	967,800	738,356	676,323	62,033	8.40%	
Utilities	101,600	101,600	76,200	81,955	(5,755)	-7.55%	
Depreciation	1,196,777	1,196,777	897,583	646,524	251,059	27.97%	
Borrowing Cost Expenses	1,506,400	1,506,400	1,129,800	963,193	166,607	14.75%	
Insurance	127,900	127,900	95,925	86,542	9,383	9.78%	
DEP Landfill Levy	2,469,800	2,469,800	1,852,350	1,849,108	3,242	0.18%	
Land Lease/Rental	600,000	600,000	450,000	416,623	33,377	7.42%	
Other Expenditure							
Member Costs	101,200	151,500	92,000	63,575	28,425	30.90%	
Administration	151,000	151,000	119,923	110,496	9,427	7.86%	
Amortisation (LandFill)	4,837,500	4,837,500	3,628,125	3,628,125	0	0.00%	
	18,784,167	19,034,467	14,339,384	13,291,095	1,048,288	7.31%	
Profit on Sale of Assets	7,948	7,948	7,948	7,000	(948)	0.00%	
Loss on Sale of Assets	0	0	0	0	0	0.00%	
	7,948	7,948	7,948	7,000	(948)	0.00%	
Changes in Net Assets Resulting from Operations	2,682,981	3,022,681	2,189,265	4,839,328	2,650,063	121.05%	

Mindarie Regional Council
INCOME STATEMENT BY DEPARTMENT
 For the month ended 31 March 2009

Description	Adopted Budget	Revised Budget	YTD Budget	YTD Actual	\$ Variance	% Variance
Revenues from Ordinary Activities						
Operating Revenues						
Community Ammenties	21,459,200	22,049,200	16,520,701	18,123,424	1,602,723	9.70%
Total Operating Revenues	21,459,200	22,049,200	16,520,701	18,123,424	1,602,723	9.70%
Profit on Disposal of Assets						
Community Ammenties	7,948	7,948	7,948	7,000	(948)	-11.93%
Total Profit (Loss) on Disposal of Assets	7,948	7,948	7,948	7,000	(948)	-11.93%
Expenses from Ordinary Activities						
Operating Expenses						
Governance	101,200	151,500	92,000	63,925	28,075	30.52%
Community Ammenties	15,984,767	16,408,767	12,379,228	11,542,861	836,367	6.76%
Other Property and Sevices	1,191,800	967,800	738,356	721,116	17,240	2.33%
Total Operating Expenses	17,277,767	17,528,067	13,209,584	12,327,902	881,682	6.67%
Loss on Disposal of Assets						
Community Ammenties	0	0	0	0	0	
Total Profit (Loss) on Disposal of Assets	0	0	0	0	0	
Borrowing Costs Expense						
Community Ammenties	1,506,400	1,506,400	1,129,800	963,193	166,607	14.75%
Total Borrowing Costs Expense	1,506,400	1,506,400	1,129,800	963,193	166,607	14.75%
NET RESULT	2,682,981	3,022,681	2,189,265	4,839,328	2,650,063	121.05%

Mindarie Regional Council
Balance Sheet
For the month ended 31 March 2009

Description	ACTUAL 2008/2009	Movement	ACTUAL 2007/2008	Note
CURRENT ASSETS				
Cash	1,131,154	(1,850,171)	2,981,325	
Investments	11,044,322	1,582,544	9,461,778	
Debtors	3,754,518	1,405,635	2,348,883	
Stock	74,612	58,741	15,871	
Prepayments	204,029	(52,999)	257,028	
Other Current Assets	580,635	267,826	312,809	
TOTAL CURRENT ASSETS	16,789,271	1,411,577	15,377,694	
NON-CURRENT ASSETS				
Land	2,658,127	0	2,658,127	
Buildings & Improvements	1,755,842	466,803	1,289,039	
Furniture & Equipment	299,991	76,906	223,085	
Plant & Equipment	2,437,363	(1,604)	2,438,967	
Infrastructure - Other	483,492	(24,091)	507,583	
Infrastructure - Excavation	11,460,202	(3,628,125)	15,088,327	
Infrastructure - Rehabilitation	2,832,719	0	2,832,719	
Work In Progress - Excavation	6,094,836	2,742,970	3,351,866	
Work In Progress - RRF	7,183,333	1,560,460	5,622,873	
TOTAL NON-CURRENT ASSETS	35,205,905	1,193,319	34,012,586	
TOTAL ASSETS	51,995,176	2,604,896	49,390,280	
CURRENT LIABILITIES				
Creditors	1,531,035	(553,813)	2,084,848	
Provisions	447,761	22,128	425,633	
Loans Leases Overdrafts	555,676	(1,750,530)	2,306,206	
Accruals	728,793	(76,082)	804,875	
Other Current Liabilities	1,700	1,700	0	
TOTAL CURRENT LIABILITIES	3,264,965	(2,356,597)	5,621,562	
NON CURRENT LIABILITIES				
Loans Leases Overdrafts	18,872,976	0	18,872,976	
Other Non Current Liabilities	4,635,394	36,060	4,599,334	
TOTAL NON CURRENT LIABILITIES	23,508,370	36,060	23,472,310	
TOTAL LIABILITIES	26,773,335	(2,320,537)	29,093,872	
NET ASSETS	25,221,841	4,925,433	20,296,408	
EQUITY				
Retained Surplus	23,029,962	4,839,328	18,190,634	
Reserves	137,999	0	137,999	
Council Contribution	2,053,880	86,105	1,967,775	
TOTAL EQUITY	25,221,841	4,925,433	20,296,408	

MINDARIE REGIONAL COUNCIL
STATEMENT OF INVESTING ACTIVITIES
For the month ended 31 March 2009

Description	Adopted Budget	Revised Budget	YTD Actual	% to Revised Budget
PLANT AND VEHICLES				
Plant and Vehicles				
Land Compactor	1,500,000	1,500,000	0	
Forklift 2.5 Tonne	35,000	30,000	29,500	98.33%
Welder's Vehicle	28,000	0	0	
Hook Lift Bin Truck (second bin truck)	256,000	190,000	187,427	98.65%
	1,819,000	1,720,000	216,927	12.61%
Machinery and Equipment				
3x Fire Hose Reels to Recycling Centre	3,500	3,500	0	
Upgrade Washdown Bay Bore Pump	10,200	10,200	6,160	60.39%
3x Dust Monitoring Stations	73,000	53,000	52,468	99.00%
Radiation Monitoring Station	40,000	40,000	30,422	76.06%
Sheet Metal Bending Machine	36,000	5,000	3,604	72.09%
Bench Grinding Machine	1,800	1,800	0	
Plasma Cutter	7,300	7,300	4,988	68.33%
5x Handheld 2-way Radio	4,400	4,400	3,050	69.32%
6x UHF Radio	1,500	1,500	2,250	150.00%
3x Vehicle 2-way Radio	3,600	3,600	0	
Dangerous Goods Locker	2,500	2,500	0	
2x Portable Water Cannon	2,300	3,300	0	
PA System - Recycling Centre	1,000	1,000	960	96.00%
Generator Upgrade	100,000	100,000	98,750	98.75%
	287,100	237,100	202,653	85.47%
TOTAL PLANT AND VEHICLES	2,106,100	1,957,100	419,580	21.44%
FURNITURE AND EQUIPMENTS				
Computer Equipment				
Replacement of Sapphire - HR/Payroll	2,000	2,000	1,097	54.86%
Replacement of Tourmaline - Mgr Finance	6,000	6,000	3,653	60.88%
Replacement of Chrysoberyl - Records	2,000	2,000	1,097	54.86%
Replacement of Corundum - OHS	2,000	2,000	1,097	54.86%
Replacement of Kyanite - Governance	2,000	2,000	0	
Purchase of new PC - Finance	2,000	2,000	1,995	99.74%
Replace Printers and Computing Equipments	20,000	20,000	17,570	87.85%
2x Gate Control Units	25,000	28,000	27,800	99.29%
Surveillance and Boom Gate, Etc	15,000	15,000	0	
Mobile PDA and Touchscreen	10,000	10,000	6,900	69.00%
	86,000	89,000	61,209	68.77%
Office Furniture and Equipment				
New Furniture and Fittings - Admin Building	80,000	80,000	77,811	97.26%
TOTAL PLANT AND VEHICLES	166,000	169,000	139,020	82.26%
LAND AND BUILDINGS				
Land				
Land	12,300,000	12,300,000	0	
	12,300,000	12,300,000	0	0.00%

MINDARIE REGIONAL COUNCIL
STATEMENT OF INVESTING ACTIVITIES
For the month ended 31 March 2009

Description	Adopted Budget	Revised Budget	YTD Actual	% to Revised Budget
BUILDING				
Building				
Toilet Facilities-House, Recycling & Transfer Stn	43,000	0	0	
Replacement of Pergola	11,200	16,200	0	
Education Centre Building	21,000	16,000	0	
Workshop Extension (Welding Bay)	120,000	120,000	0	
Workshop Floor Replacement (New concrete works)	12,000	12,000	0	
Administration Building Extension	405,000	430,000	405,000	94.19%
Recycling Centre and Transfer Station Upgrade	209,000	209,000	170,223	81.45%
	821,200	803,200	575,223	71.62%
TOTAL LAND AND BUILDINGS	13,121,200	13,103,200	575,223	4.39%
INFRASTRUCTURE				
Operations				
Boundary Fence	8,400	8,400	8,450	100.60%
Installation of Barrier Fencing	15,200	15,200	15,755	103.65%
	23,600	23,600	24,205	102.56%
Resource Recovery Facility				
Legal Fees	50,000	99,525	92,000	
Financial and Probity Fees	20,000	20,000	0	
Insurance Review	10,000	10,000	0	
Superintendent and Management Fees	120,000	172,510	88,530	
Community Consultation	28,000	42,970	35,016	
Project Manager	42,000	64,240	69,620	
Site Infrastructures	1,330,000	2,625,045	1,261,086	
Other	0	8,860	14,208	
	1,600,000	3,043,150	1,560,460	51.28%
LANDFILL EXCAVATIONS				
Excavation - Phase 3 Stage 2				
Superintendent Fees	90,000	90,000	0	
Design	90,000	90,000	31,628	
Excavation	7,000,000	7,000,000	2,592,156	
MRC Project Manager	50,000	50,000	10,562	
Siteworks, Survey Etc	20,000	20,000	19,498	
	7,250,000	7,250,000	2,653,843	36.60%
Stage1 to Stage2 Tie-in				
Construction and Lining	1,850,000	1,850,000	10,513	
Superintendent Fees	60,000	60,000	65,276	
Design	60,000	60,000	0	
MRC Project Manager	20,000	20,000	9,714	
Siteworks, Survey Etc	10,000	10,000	3,625	
	2,000,000	2,000,000	89,127	4.46%
TOTAL LANDFILL EXCAVATIONS	9,250,000	9,250,000	2,742,970	29.65%

INFORMATION ON BORROWINGS

(a) Loan Repayments

Actual

	Value of Loan Approved	Matures	Interest Rates	Principal 01/07/2008 to 31/03/2009	Principal Drawn Down to 31/03/2009	Principal Repayments Actual to 31/03/2009	Principal Outstanding Actual to 31/03/2009	Interest Repayments Actual to 31/03/2009
Community Amenities								
Tamala Park Landfill								
Loan 8 - Building Upgrade	650,000	May-14	6.45%	438,424	0	46,120	392,304	19,904
Loan 9 - Stage 2 Phase 2 Construction	2,000,000	Nov-08	5.78%	275,477	0	275,477	(0)	3,926
Loan 12 - Construction Stage 2 Phase 2	15,000,000	Mar-12	5.98%	12,916,649	0	1,250,009	11,666,640	549,732
Regional Resource Recovery Facility								
Loan 11 - RRF Land Purchase	3,500,000	May-25	5.97%	2,117,951	0	130,800	1,987,151	91,904
Loan 10 - RRF Infrastructure	2,000,000	Mar-25	6.16%	1,830,682	0	48,124	1,782,558	82,860
Loan 10b - RRF Infrastructure (Interest Only)	2,600,000		Variable	2,600,000	0	0	2,600,000	117,917
Loan 10c - RRF Infrastructure (Interest Only)	4,000,000		Variable	1,000,000	0	0	1,000,000	45,700
TOTAL	29,750,000			21,179,182	0	1,750,530	19,428,652	911,943
Facility Fee								51,250
								963,193
Total Borrowing Costs								

Note: Loan 10b - \$2,600,000 has a variable rate of 3.52% for the month of March 2009
 Loan 10c - \$1,000,000 has a variable rate of 3.27% for the month of March 2009 but interest
 is fixed from 1 July 2009 once the Loan is fully drawn down as part of the
 initial loan arrangements in June 2008.

**ATTACHMENT TWO
TO ITEM 8.2.1
ORDINARY COUNCIL MEETING
23 JULY 2009
FINANCIAL STATEMENT FOR THE PERIOD ENDED
30 APRIL 2009**



MANAGEMENT FINANCIAL STATEMENTS

**FOR THE MONTH ENDED
30 APRIL 2009**

Mindarie Regional Council
INCOME STATEMENT BY NATURE AND TYPE
For the month ended 30 April 2009

Description	Adopted Budget	Revised Budget	YTD Budget	YTD Actual	\$ Variance	% Variance	Note
Revenue from Ordinary Activities							
User Charges							
User Charges - City of Perth	983,800	983,800	819,833	655,296			
User Charges - City of Waneroo	4,136,900	4,136,900	3,447,417	3,366,054			
User Charges - City of Joondalup	3,580,200	3,580,200	2,983,500	2,924,405			
User Charges - City of Stirling	4,942,300	4,942,300	4,118,583	4,467,479			
User Charges - Town of Cambridge	710,900	710,900	592,417	491,073			
User Charges - Town of Vincent	759,300	759,300	632,750	662,675			
User Charges - Town of Victoria Park	782,200	782,200	651,833	599,205			
Total Member User Charges	15,895,600	15,895,600	13,246,333	13,166,187	(80,146)	-0.61%	
User Charges - City of South Perth	279,500	779,500	649,590	1,102,375	452,785	69.70%	
User Charges - Casual Tipping Fees	3,636,400	3,636,400	3,030,330	3,671,507	641,177	21.16%	
Total User Charges	19,811,500	20,311,500	16,926,253	17,940,070	1,013,816	5.99%	
Service Charges							
Sale of Recyclable Materials	350,000	240,000	200,000	212,793	12,793	6.40%	
Sale of Limestone	0	0	0	943	943		
Gas Power Generation Sales	450,000	550,000	458,327	696,782	238,455	52.03%	
Grants & Subsidies	73,000	73,000	36,500	56,836	20,336	55.71%	
Contributions, Reimbursements & Donations	220,400	220,400	175,513	336,598	161,085	91.78%	
Interest Earnings	544,100	644,100	536,740	607,182	70,442	13.12%	
Other Revenue	10,200	10,200	8,500	11,656	3,156	37.13%	
	21,459,200	22,049,200	18,341,833	19,862,860	1,521,027	8.29%	
Expenses from Ordinary Activities							
Employee Costs	3,746,540	3,814,540	3,178,573	3,083,349	95,223	3.00%	
Materials and Contracts							
Consultants and Contract Labour	581,500	581,500	484,583	421,497	63,086	13.02%	
Communications and Public Consultation	663,600	661,600	520,000	513,686	6,314	1.21%	
Landfill Expenses	784,000	1,080,000	928,208	896,321	31,887	3.44%	
Office Expenses	326,850	328,850	266,637	259,458	7,179	2.69%	
Information Systems	314,800	374,800	336,127	339,924	(3,796)	-1.13%	
Building Maintenance	82,900	82,900	69,083	72,614	(3,531)	-5.11%	
Plant and Equipment Operating and Hire	1,191,800	967,800	806,507	755,764	50,743	6.29%	
Utilities	101,600	101,600	84,667	91,535	(6,868)	-8.11%	
Depreciation	1,196,777	1,196,777	997,314	720,107	277,207	27.80%	
Borrowing Cost Expenses	1,506,400	1,506,400	1,255,333	1,051,016	204,318	16.28%	
Insurance	127,900	127,900	106,583	96,017	10,566	9.91%	
DEP Landfill Levy	2,469,800	2,469,800	2,058,167	2,022,558	35,608	1.73%	
Land Lease/Rental	600,000	600,000	500,000	464,042	35,958	7.19%	
Other Expenditure							
Member Costs	101,200	151,500	97,417	65,207	32,210	33.06%	
Administration	151,000	151,000	132,507	136,547	(4,040)	-3.05%	
Amortisation (LandFill)	4,837,500	4,837,500	4,031,250	4,031,250	0	0.00%	
	18,784,167	19,034,467	15,852,956	15,020,893	832,064	5.25%	
Profit on Sale of Assets	7,948	7,948	7,948	7,000	(948)	0.00%	
Loss on Sale of Assets	0	0	0	0	0	0.00%	
	7,948	7,948	7,948	7,000	(948)	0.00%	
Changes in Net Assets Resulting from Operations	2,682,981	3,022,681	2,496,825	4,848,968	2,352,143	94.21%	

Mindarie Regional Council
 INCOME STATEMENT BY DEPARTMENT
 For the month ended 30 April 2009

Description	Adopted Budget	Revised Budget	YTD Budget	YTD Actual	\$ Variance	% Variance
Revenues from Ordinary Activities						
Operating Revenues						
Community Ammenties	21,459,200	22,049,200	18,341,833	19,862,860	1,521,027	8.29%
Total Operating Revenues	21,459,200	22,049,200	18,341,833	19,862,860	1,521,027	8.29%
Profit on Disposal of Assets						
Community Ammenties	7,948	7,948	7,948	7,000	(948)	-11.93%
Total Profit (Loss) on Disposal of Assets	7,948	7,948	7,948	7,000	(948)	-11.93%
Expenses from Ordinary Activities						
Operating Expenses						
Governance	101,200	151,500	97,417	65,557	31,860	32.70%
Community Ammenties	15,984,767	16,408,767	13,693,700	13,104,183	589,516	4.31%
Other Property and Sevices	1,191,800	967,800	806,507	800,137	6,370	0.79%
Total Operating Expenses	17,277,767	17,528,067	14,597,623	13,969,877	627,746	4.30%
Loss on Disposal of Assets						
Community Ammenties	0	0	0	0	0	
Total Profit (Loss) on Disposal of Assets	0	0	0	0	0	
Borrowing Costs Expense						
Community Ammenties	1,506,400	1,506,400	1,255,333	1,051,016	204,318	16.28%
Total Borrowing Costs Expense	1,506,400	1,506,400	1,255,333	1,051,016	204,318	16.28%
NET RESULT	2,682,981	3,022,681	2,496,825	4,848,968	2,352,143	94.21%

Mindarie Regional Council
Balance Sheet
For the month ended 30 April 2009

Description	ACTUAL 2008/2009	Movement	ACTUAL 2007/2008	Note
CURRENT ASSETS				
Cash	1,375,974	(1,605,351)	2,981,325	
Investments	11,044,322	1,582,544	9,461,778	
Debtors	2,468,090	119,207	2,348,883	
Stock	72,910	57,039	15,871	
Prepayments	133,256	(123,772)	257,028	
Other Current Assets	683,069	370,260	312,809	
TOTAL CURRENT ASSETS	15,777,622	399,928	15,377,694	
NON-CURRENT ASSETS				
Land	2,658,127	0	2,658,127	
Buildings & Improvements	1,742,341	453,302	1,289,039	
Furniture & Equipment	301,121	78,036	223,085	
Plant & Equipment	2,386,388	(52,579)	2,438,967	
Infrastructure - Other	478,024	(29,559)	507,583	
Infrastructure - Excavation	11,057,077	(4,031,250)	15,088,327	
Infrastructure - Rehabilitation	2,832,719	0	2,832,719	
Work In Progress - Excavation	7,046,132	3,694,266	3,351,866	
Work In Progress - RRF	7,337,494	1,714,621	5,622,873	
TOTAL NON-CURRENT ASSETS	35,839,424	1,826,838	34,012,586	
TOTAL ASSETS	51,617,046	2,226,766	49,390,280	
CURRENT LIABILITIES				
Creditors	1,521,147	(563,701)	2,084,848	
Provisions	441,690	16,057	425,633	
Loans Leases Overdrafts	539,776	(1,766,430)	2,306,206	
Accruals	368,811	(436,064)	804,875	
Other Current Liabilities	1,700	1,700	0	
TOTAL CURRENT LIABILITIES	2,873,123	(2,748,439)	5,621,562	
NON CURRENT LIABILITIES				
Loans Leases Overdrafts	18,872,976	0	18,872,976	
Other Non Current Liabilities	4,639,465	40,131	4,599,334	
TOTAL NON CURRENT LIABILITIES	23,512,441	40,131	23,472,310	
TOTAL LIABILITIES	26,385,565	(2,708,307)	29,093,872	
NET ASSETS	25,231,481	4,935,073	20,296,408	
EQUITY				
Retained Surplus	23,039,602	4,848,968	18,190,634	
Reserves	137,999	0	137,999	
Council Contribution	2,053,880	86,105	1,967,775	
TOTAL EQUITY	25,231,481	4,935,073	20,296,408	

MINDARIE REGIONAL COUNCIL
STATEMENT OF INVESTING ACTIVITIES
For the month ended 30 April 2009

Description	Adopted Budget	Revised Budget	YTD Actual	% to Revised Budget
PLANT AND VEHICLES				
Plant and Vehicles				
Land Compactor	1,500,000	1,500,000	0	
Forklift 2.5 Tonne	35,000	30,000	29,500	98.33%
Welder's Vehicle	28,000	0	0	
Hook Lift Bin Truck (second bin truck)	256,000	190,000	187,427	98.65%
	1,819,000	1,720,000	216,927	12.61%
Machinery and Equipment				
3x Fire Hose Reels to Recycling Centre	3,500	3,500	0	
Upgrade Washdown Bay Bore Pump	10,200	10,200	6,160	60.39%
3x Dust Monitoring Stations	73,000	53,000	52,468	99.00%
Radiation Monitoring Station	40,000	40,000	30,422	76.06%
Sheet Metal Bending Machine	36,000	5,000	3,604	72.09%
Bench Grinding Machine	1,800	1,800	0	
Plasma Cutter	7,300	7,300	4,988	68.33%
5x Handheld 2-way Radio	4,400	4,400	3,050	69.32%
6x UHF Radio	1,500	1,500	2,250	150.00%
3x Vehicle 2-way Radio	3,600	3,600	0	
Dangerous Goods Locker	2,500	2,500	0	
2x Portable Water Cannon	2,300	3,300	0	
PA System - Recycling Centre	1,000	1,000	960	96.00%
Generator Upgrade	100,000	100,000	98,750	98.75%
	287,100	237,100	202,653	85.47%
TOTAL PLANT AND VEHICLES	2,106,100	1,957,100	419,580	21.44%
FURNITURE AND EQUIPMENTS				
Computer Equipment				
Replacement of Sapphire - HR/Payroll	2,000	2,000	2,550	127.52%
Replacement of Tourmaline - Mgr Finance	6,000	6,000	4,681	78.02%
Replacement of Chrysoberyl - Records	2,000	2,000	2,125	106.27%
Replacement of Corundum - OHS	2,000	2,000	1,097	54.86%
Replacement of Kyanite - Governance	2,000	2,000	0	
Purchase of new PC - Finance	2,000	2,000	1,995	99.74%
Replace Printers and Computing Equipments	20,000	20,000	17,570	87.85%
2x Gate Control Units	25,000	28,000	27,800	99.29%
Surveillance and Boom Gate, Etc	15,000	15,000	0	
Mobile PDA and Touchscreen	10,000	10,000	6,900	69.00%
	86,000	89,000	64,719	72.72%
Office Furniture and Equipment				
New Furniture and Fittings - Admin Building	80,000	80,000	79,071	98.84%
TOTAL PLANT AND VEHICLES	166,000	169,000	143,790	85.08%
LAND AND BUILDINGS				
Land				
Land	12,300,000	12,300,000	0	
	12,300,000	12,300,000	0	0.00%

MINDARIE REGIONAL COUNCIL
STATEMENT OF INVESTING ACTIVITIES
For the month ended 30 April 2009

Description	Adopted Budget	Revised Budget	YTD Actual	% to Revised Budget
BUILDING				
Building				
Toilet Facilities-House, Recycling & Transfer Stn	43,000	0	0	
Replacement of Pergola	11,200	16,200	0	
Education Centre Building	21,000	16,000	0	
Workshop Extension (Welding Bay)	120,000	120,000	0	
Workshop Floor Replacement (New concrete works)	12,000	12,000	0	
Administration Building Extension	405,000	430,000	405,000	94.19%
Recycling Centre and Transfer Station Upgrade	209,000	209,000	170,223	81.45%
	821,200	803,200	575,223	71.62%
TOTAL LAND AND BUILDINGS	13,121,200	13,103,200	575,223	4.39%
INFRASTRUCTURE				
Operations				
Boundary Fence	8,400	8,400	8,450	100.60%
Installation of Barrier Fencing	15,200	15,200	15,755	103.65%
	23,600	23,600	24,205	102.56%
Resource Recovery Facility				
Legal Fees	50,000	99,525	92,000	
Financial and Probity Fees	20,000	20,000	0	
Insurance Review	10,000	10,000	0	
Superintendent and Management Fees	120,000	172,510	88,530	
Community Consultation	28,000	42,970	44,709	
Project Manager	42,000	64,240	77,620	
Site Infrastructures	1,330,000	2,625,045	1,396,855	
Other	0	8,860	14,908	
	1,600,000	3,043,150	1,714,621	56.34%
LANDFILL EXCAVATIONS				
Excavation - Phase 3 Stage 2				
Superintendent Fees	90,000	90,000	0	
Design	90,000	90,000	31,628	
Excavation	7,000,000	7,000,000	3,316,780	
MRC Project Manager	50,000	50,000	12,062	
Siteworks, Survey Etc	20,000	20,000	20,763	
	7,250,000	7,250,000	3,381,232	46.64%
Stage1 to Stage2 Tie-in				
Construction and Lining	1,850,000	1,850,000	10,513	
Superintendent Fees	60,000	60,000	65,276	
Design	60,000	60,000	0	
MRC Project Manager	20,000	20,000	10,901	
Siteworks, Survey Etc	10,000	10,000	226,345	
	2,000,000	2,000,000	313,034	15.65%
TOTAL LANDFILL EXCAVATIONS	9,250,000	9,250,000	3,694,266	39.94%

INFORMATION ON BORROWINGS

(a) Loan Repayments

Actual

Community Amenities

Tamala Park Landfill

	Value of Loan Approved	Matures	Interest Rates	Principal 01/07/2008 to 30/04/2009	Principal Drawn Down to 30/04/2009	Principal Repayments Actual to 30/04/2009	Principal Outstanding Actual to 30/04/2009	Interest Repayments Actual to 30/04/2009
Loan 8 - Building Upgrade	650,000	May-14	6.45%	438,424	0	46,120	392,304	22,305
Loan 9 - Stage 2 Phase 2 Construction	2,000,000	Nov-08	5.78%	275,477	0	275,477	(0)	3,926
Loan 12 - Construction Stage 2 Phase 2	15,000,000	Mar-12	5.98%	12,916,649	0	1,250,009	11,666,640	606,232
Regional Resource Recovery Facility								
Loan 11 - RRF Land Purchase	3,500,000	May-25	5.97%	2,117,951	0	130,800	1,987,151	101,655
Loan 10 - RRF Infrastructure	2,000,000	Mar-25	6.16%	1,830,682	0	64,024	1,766,658	92,427
Loan 10b - RRF Infrastructure (Interest Only)	2,600,000		Variable	2,600,000	0	0	2,600,000	125,027
Loan 10c - RRF Infrastructure (Interest Only)	4,000,000		Variable	1,000,000	0	0	1,000,000	48,194
TOTAL	29,750,000			21,179,182	0	1,766,430	19,412,752	999,766

Facility Fee

Total Borrowing Costs

51,250
1,051,016

Note: Loan 10b - \$2,600,000 has a variable rate of 3.52% for the month of April 2009

Loan 10c - \$1,000,000 has a variable rate of 3.15% for the month of April 2009 but interest is fixed from 1 July 2009 once the Loan is fully drawn down as part of the initial loan arrangements in June 2008.

**ITEM 8.2.2 LIST OF PAYMENTS MADE FOR THE MONTHS ENDED
31 MARCH 2009 AND 30 APRIL 2009**

File No: FIN/5-02

**Attachment(s): 1. List of payments made for the month ended 31 March 2009
2. List of payments made for the month ended 30 April 2009**

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 March 2009 and 30 April 2009 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 March 2009	General Municipal	3188 - 3376 DP 209 – DP 219 EFT 175 – EFT 176	\$1,385,818.05
30 April 2009	General Municipal	3377 - 3563 DP 220 – DP 233 EFT 177 – EFT 182	\$2,795,982.30

RECOMMENDATION

That Council endorse the list of payments made, as per the delegation made to the Chief Executive Officer, for the months ended 31 March 2009 and 30 April 2009.

**ATTACHMENT ONE
TO ITEM 8.2.2
ORDINARY COUNCIL MEETING
23 JULY 2009
LIST OF PAYMENTS MADE FOR THE MONTH ENDED
31 MARCH 2009**

Schedule of Payment for March 2009
Council Meeting - 02 July 2009

Cheque Posting Date	Document No.	Vendor Name	Description	Cheque Amount
3/03/2009	3188	City of Joondalup	Lease Fee Lot 118 Marmion Avenue for March 2009	\$9,313.93
3/03/2009	3189	City of Perth	Lease Fee Lot 118 Marmion Avenue for March 2009	\$4,656.95
3/03/2009	3190	City of Stirling	Lease Fee Lot 118 Marmion Avenue for March 2009	\$18,627.84
3/03/2009	3191	City of Wanneroo	Lease Fee Lot 118 Marmion Avenue for March 2009	\$9,313.93
3/03/2009	3192	Town of Cambridge	Lease Fee Lot 118 Marmion Avenue for March 2009	\$4,656.95
3/03/2009	3193	Town of Victoria Park	Lease Fee Lot 118 Marmion Avenue for March 2009	\$4,656.95
3/03/2009	3194	Town of Vincent	Lease Fee Lot 118 Marmion Avenue for March 2009	\$4,656.95
3/03/2009	3195	Mindarie Regional Council	Wellness Programs	\$893.55
3/03/2009	3196	The Bin Guys	Refund cheque drawn for overpayment of Sales Invoices.	\$1,926.00
3/03/2009	3197	ACCA Australia and New Zealand	Presentation/Talk	\$120.00
4/03/2009	3198	BENARA NURSERIES	Agonis Flexuosa 90 litre pot	\$478.50
4/03/2009	3199	Better Digital Communications	Data Cards for mobile phones	\$138.00
4/03/2009	3200	Blackwoods & Atkins	Electrical supplies for Workshop	\$2,611.13
4/03/2009	3201	BOBJANE TMART	Tyre tube for Motor Vehicle	\$50.00
4/03/2009	3202	Bunnings Building Supplies	Expendable Tools	\$794.39
4/03/2009	3203	CASTLE SECURITY & ELECTRICAL P	Building Maintenance	\$473.00
4/03/2009	3204	City of Wanneroo	Collection of additional bins	\$368.06
4/03/2009	3205	CLEAN SWEEP	Road Sweep	\$687.50
4/03/2009	3206	COUPLERS MALAGA	Electrical supplies for Workshop	\$137.87
4/03/2009	3207	DRAGE SIGNS	Signs Alterations Recycling and Old Admin	\$357.50
4/03/2009	3208	FILTER SUPPLIES	Plant - Repair and Maintenance	\$1,955.94
4/03/2009	3209	FREEHILLS	Legal Expenses for RRF	\$19,963.68
4/03/2009	3210	FUJI XEROX AUST PTY LTD	Recycled photocopy paper	\$157.58
4/03/2009	3211	GCM Enviro Pty Ltd	Mirror heads for Tana	\$2,204.24
4/03/2009	3212	Green & Gold Hiab Services	Site Operating	\$188.10
4/03/2009	3213	GREENWORLD INDOOR GARDENS	Plants hire	\$585.82
4/03/2009	3214	IFAP	Safety and Health Representative Course	\$1,850.00
4/03/2009	3215	JOONDALUP OFFICE NATIONAL	Stationery Supply	\$201.44
4/03/2009	3216	KINROSS SUPA IGA	Staff Amenities	\$212.34
4/03/2009	3217	Kitec Electrical Services	Attended site to reinstall swipe card reader	\$369.88
4/03/2009	3218	LAKE ANNE CONSULTANCY	HR Advice/Services	\$1,738.00
4/03/2009	3219	Lullifitz Nursery	Dwarf Peppermint (Agonias Flexuosus) 200mm pots	\$7,669.75
4/03/2009	3220	MINDARIE BUS CHARTER	Bus Tour	\$627.00
4/03/2009	3221	MOBILE MASTERS	Relocate 2 way base station at Recycling	\$1,312.85
4/03/2009	3222	NATIONWIDE OIL	Waste Oil Collection Fee	\$555.50
4/03/2009	3223	NCS International	Certification/Application fee for H.R Licence	\$1,100.00
4/03/2009	3224	Neverfall Springwater Ltd	Filtered water	\$66.65
4/03/2009	3225	Ocean Keys Family Practice	Pre Employment medical	\$88.00
4/03/2009	3226	PURE AIR FILTERS	Plant repair and maintenance	\$330.00
4/03/2009	3227	QUINNS ROCK CABINETS & MAINTEN	Plant Hire Costs Water Truck	\$7,788.00
4/03/2009	3228	Rapier	Install paving to Recycling and Residence	\$1,580.00

Schedule of Payment for March 2009
Council Meeting - 02 July 2009

Cheque Posting Date	Document No.	Vendor Name	Description	Cheque Amount
4/03/2009	3229	SBS Sims Group	E waste collection	\$1,928.85
4/03/2009	3230	Dept of Planning & Infrastructure Fremantle Office	CANCELLED CHEQUE	\$0.00
4/03/2009	3231	STEVE'S MOBILE TYRE SERVICE	Plant tyres and tubes	\$484.00
4/03/2009	3232	SYNNOTT MULHOLLAND MANAGEMENT	Project work associated with RRF	\$5,368.00
4/03/2009	3233	TITAN FORD	Motor Vehicle Maintenance	\$1,399.10
4/03/2009	3234	TOXFREE	Paint Disposal	\$4,582.90
4/03/2009	3235	URS	Neerabup RRF infrastructure	\$11,251.68
4/03/2009	3236	Versatech Engineering Services	Repair to loadrite of Caterpillar	\$1,004.85
4/03/2009	3237	WA HINO SALES & SERVICE	Radiator hoses Hino Bin Truck	\$454.87
4/03/2009	3238	WesTrac Pty Ltd	Supply of air filters for various heavy machineries	\$2,719.49
4/03/2009	3239	WORK CLOBBER	Staff uniform/protective clothing	\$246.60
4/03/2009	3240	LANDFILL GAS & POWER PTY LTD	Electricity usage	\$2,953.87
4/03/2009	3241	Rhonda Evans	Financial System Support/Maintenance for Nov 08	\$5,797.00
5/03/2009	3242	GRIFFEN CIVIL	RRF Infrastructure	\$230,670.08
5/03/2009	3243	Information Outlook Pty Ltd	Payroll System Maintenance	\$10,395.00
9/03/2009	3244	Asteron Portfolio Services	Superannuation premium	\$293.16
9/03/2009	3245	CBUS	Superannuation premium	\$238.04
9/03/2009	3246	Health Insurance Fund of WA	Superannuation premium	\$176.70
9/03/2009	3247	HESTA SUPER FUND	Superannuation premium	\$392.10
9/03/2009	3248	Portfoliofocus - Premium Retirement Services	Superannuation premium	\$7,381.96
9/03/2009	3249	WALGS PLAN PTY LTD	Superannuation premium	\$28,079.45
9/03/2009	3250	WESTSCHEME	Superannuation premium	\$626.40
11/03/2009	3251	Air Well Pumps Pty Ltd	Pump Test Bore 2	\$6,600.00
11/03/2009	3252	Alance Newspaper & Magazine Delivery	Periodicals/ Publications	\$119.00
11/03/2009	3253	ALINTA GAS	Gas usage	\$21.05
11/03/2009	3254	Australian Institute of Management	Training course for Operations Staffs	\$1,560.00
11/03/2009	3255	Bunnings Building Supplies	Weighbridge lights	\$96.15
11/03/2009	3256	CALTEX AUSTRALIA PETROLEUM PTY	Fuel and Oil for Motor vehicle	\$404.37
11/03/2009	3257	CASTLE SECURITY & ELECTRICAL P	Building Security	\$415.80
11/03/2009	3258	CLEAN SWEEP	Road Sweep	\$687.50
11/03/2009	3259	Cube Consulting Pty Ltd	Monthly Software Subscriptions	\$786.50
11/03/2009	3260	Equilibrium Communication	Printing of Waste management calendars	\$7,878.65
11/03/2009	3261	Excel Window Cleaning	Window Cleaning	\$448.80
11/03/2009	3262	FILTER SUPPLIES	Supply of air filters for various heavy machineries	\$1,811.24
11/03/2009	3263	FREEHILLS	Legal services fees for RRF	\$10,387.85
11/03/2009	3264	FUJI XEROX AUST PTY LTD	Photocopying Expenses	\$338.79
11/03/2009	3265	GOLDER ASSOCIATES PTY LTD	Consultancy services for Phase 3 Excavation	\$22,489.61
11/03/2009	3266	Information Outlook Pty Ltd	Computer Systems Maintenance - Navision	\$5,500.00
11/03/2009	3267	Instant Products Group	Hire Costs of portable toilets at Recycling	\$774.40
11/03/2009	3268	IW PROJECTS	RRF contract labour	\$15,890.60
11/03/2009	3269	JASNEAT	Cleaning Services	\$1,633.16

Schedule of Payment for March 2009
Council Meeting - 02 July 2009

Cheque Posting Date	Document No.	Vendor Name	Description	Cheque Amount
11/03/2009	3270	JOONDALUP OFFICE NATIONAL	Supply of Stationeries	\$274.05
11/03/2009	3271	Magicorp Pty Ltd	Maintenance of Messages on Hold	\$103.40
11/03/2009	3272	Mel Parker Photography	Professional services fees	\$385.00
11/03/2009	3273	MULTIPROGRAMMING PTY LTD	Computer Systems Maintenance and Support	\$6,509.10
11/03/2009	3274	PIRTEK (MALAGA) PTY LTD	Renew bowser fuel delivery hose 10K tank	\$605.60
11/03/2009	3275	Red 11 Pty Ltd	Computer Equipment	\$1,090.82
11/03/2009	3276	Rhonda Evans	Financial System Support/Maintenance for Dec 08	\$4,004.00
11/03/2009	3277	Richards Mining Service	Staff Training (HR Licence)	\$792.00
11/03/2009	3278	SBS Sims Group	Recycling Contractors - E waste	\$1,887.60
11/03/2009	3279	SCOPE BUSINESS IMAGING	Photocopying Expenses	\$16.50
11/03/2009	3280	TELSTRA	Telephone Expenses	\$379.08
11/03/2009	3281	URS	MRC Annual Audit	\$12,915.83
11/03/2009	3282	West Rescue	Fire fighting and Extinguisher training	\$1,760.00
11/03/2009	3283	WESTERN DIAGNOSTIC PATHOLOGY	Drug screen tests	\$70.95
11/03/2009	3284	WESTERN IRRIGATION	Installation of Bore 2 at RRF	\$34,589.50
11/03/2009	3285	YAKKA PTY LTD	Staff uniform supply	\$185.24
11/03/2009	3286	Keyfast Bulk Haulage Pty Ltd	Limestone Crushing	\$63,380.14
16/03/2009	3287	Mindarie Regional Council	CANCELLED CHEQUE	\$0.00
17/03/2009	3288	Mindarie Regional Council	Travelling Expenses	\$989.05
18/03/2009	3289	RELIANCE PETROLEUM	Distillate supply	\$32,516.09
18/03/2009	3290	LGIS PROPERTY	Insurance premium	\$9,446.83
18/03/2009	3291	Advanced Matting	Supply and delivery of matting at Recycling Centre	\$709.25
18/03/2009	3292	AIR MET SCIENTIFIC PTY LTD	Multi Gas Monitor maintenance & calibration	\$209.00
18/03/2009	3293	AUSTRALIA POST - JOONDALUP	Postage	\$471.35
18/03/2009	3294	Bunnings - Building Supplies	Supply of circular saw	\$369.16
18/03/2009	3295	Carbon Neutral	Carbon neutral offsetting fees	\$19,247.00
18/03/2009	3296	CLEAN SWEEP	Road Sweep	\$1,443.76
18/03/2009	3297	COVENTRYS	Industrial supplies for workshop	\$112.15
18/03/2009	3298	Domain Catering	Catering for Earth Carer's program	\$824.50
18/03/2009	3299	Grant O'Brien	Contract Labour External	\$80.00
18/03/2009	3300	IFAP	Worksafe plan course	\$1,995.00
18/03/2009	3301	LANDFILL GAS & POWER PTY LTD	Electricity usage - Feb/March 09	\$2,872.12
18/03/2009	3302	Neverfail Springwater Ltd	Bottled water	\$253.65
18/03/2009	3303	PINK HEALTHCARE	Installation of Airfresh, 2 Towel Dispensers	\$1,646.97
18/03/2009	3304	QUINNS ROCK CABINETS & MAINTEN	Plant Hire Costs - Water truck	\$7,524.00
18/03/2009	3305	Richards Mining Service	Staff Training (HR Licence)	\$168.00
18/03/2009	3306	Dept of Planning & Infrastructure Fremantle Office	Site Operating	\$30.80
18/03/2009	3307	Shape Up Surf Pty Ltd	Shredding Trial	\$35,000.00
18/03/2009	3308	Siltech	Replacement of burnt out PCB and calibration at Administration Building	\$699.20
18/03/2009	3309	SKIPPER TRUCK PARTS	Brake repair to International Truck	\$290.63
18/03/2009	3310	STEVE'S MOBILE TYRE SERVICE	Recaps and tyre repair for Hino Bin Truck	\$803.00

Schedule of Payment for March 2009
Council Meeting - 02 July 2009

Cheque Posting Date	Document No.	Vendor Name	Description	Cheque Amount
18/03/2009	3311	Town of Cambridge	Sponsorship - Lifestyles Festival 2008	\$16,500.00
18/03/2009	3312	WA Local Government Association	Various Advertising	\$4,656.02
18/03/2009	3313	WANNEROO PLUMBING SERVICE	Building Maintenance	\$121.00
18/03/2009	3314	YAKKA PTY LTD	Supply of Staff Uniforms/Protective Clothing	\$4,041.90
18/03/2009	3315	JOONDALUP RESORT	CEAG meeting expenses	\$473.00
19/03/2009	3316	Mindarie Regional Council	Waste Management Education	\$789.80
19/03/2009	3317	Department of Environment & Conservation	Cleaning land permit	\$200.00
19/03/2009	3318	Water Dynamics	Supply & install new reticulation Tamala Park	\$9,353.30
20/03/2009	3319	BRYANT MEDIA	Community News Update #10 for community Newspapers	\$73,397.50
20/03/2009	3320	Devco Holdings Pty Ltd	Supply and Install Fire Booster to Water Tank	\$13,937.00
20/03/2009	3321	Federal Group	Staff Conference	\$2,214.00
20/03/2009	3322	City of Joondalup	Lease Fee Lot 118 Marmion Avenue for April 2009	\$8,693.55
20/03/2009	3323	City of Perth	Lease Fee Lot 118 Marmion Avenue for April 2009	\$4,346.77
20/03/2009	3324	City of Stirling	Lease Fee Lot 118 Marmion Avenue for April 2009	\$17,387.10
20/03/2009	3325	City of Wanneroo	Lease Fee Lot 118 Marmion Avenue for April 2009	\$8,693.55
20/03/2009	3326	Town of Cambridge	Lease Fee Lot 118 Marmion Avenue for April 2009	\$4,346.77
20/03/2009	3327	Town of Victoria Park	Lease Fee Lot 118 Marmion Avenue for April 2009	\$4,346.77
20/03/2009	3328	Town of Vincent	Lease Fee Lot 118 Marmion Avenue for April 2009	\$4,346.77
25/03/2009	3329	AIR LIQUIDE WA PTY LTD	Plant Hire Costs	\$177.31
25/03/2009	3330	Australian Radiation Services Pty Ltd	Gate radiation monitor	\$6,968.50
25/03/2009	3331	Batteries Plus Technologies	Computer Equipment	\$228.80
25/03/2009	3332	City of Joondalup	Sponsorship for Joondalup Festival 2009	\$11,000.00
25/03/2009	3333	CMA Recycling	Recycling Contractors - Flouro pickup	\$1,938.75
25/03/2009	3334	COMMAND A COM	Replacement of telephone handset	\$137.50
25/03/2009	3335	Davro Interiors	Supply of new hutches	\$2,579.50
25/03/2009	3336	DRIVE IN ELECTRICS	Starter motor for International Truck	\$2,963.05
25/03/2009	3337	FILTER SUPPLIES	Plant - Repair and Maintenance	\$138.38
25/03/2009	3338	FUJI XEROX AUST PTY LTD	Lease Rental photocopy	\$642.40
25/03/2009	3339	Immersive Operator Training	SSL training course	\$1,500.00
25/03/2009	3340	Iron Mountain Australia Pty Ltd	Records Management monthly fee	\$4.43
25/03/2009	3341	JOONDALUP OFFICE NATIONAL	Stationery Supply	\$531.10
25/03/2009	3342	KINROSS SUPA IGA	Staff Amenities	\$279.72
25/03/2009	3343	L & T VENABLES	Expendable Tools replacement jobber drills	\$406.78
25/03/2009	3344	LINC STRATEGIC	Updating website/additional images on home page	\$2,937.00
25/03/2009	3345	Mel Parker Photography	Photography of mobile display	\$75.00
25/03/2009	3346	MERCURY	Courier Expenses	\$730.26
25/03/2009	3347	MPL Laboratories	Ammonia (NH3_N) Analysis	\$310.75
25/03/2009	3348	NEWCASTLE WEIGHING SERVICES PT	Computer Systems Maintenance - Wasteman	\$4,521.00
25/03/2009	3349	NORTHSIDE NISSAN	Motor Vehicle Maintenance	\$162.04
25/03/2009	3350	OPTUS COMMUNICATIONS	Telephone Expenses	\$1,103.28
25/03/2009	3351	REPCO AUTO PARTS-Clarkson	Supply of fan pedestal for International Truck	\$199.30

Schedule of Payment for March 2009
Council Meeting - 02 July 2009

Cheque Posting Date	Document No.	Vendor Name	Description	Cheque Amount
25/03/2009	3352	Sensis Pty Ltd	Yellow Pages Directory instalment 5	\$13.16
25/03/2009	3353	SHERIDAN'S FOR BADGES	Badges	\$64.79
25/03/2009	3354	SJM Fencing	Control Fencing Maintenance	\$550.00
25/03/2009	3355	SURVEY GRAPHICS	Mid Year Site Survey	\$11,527.45
25/03/2009	3356	TELSTRA	Telephone Expenses	\$666.81
25/03/2009	3357	The Woods Medical Centre	Pre employment medical	\$110.00
25/03/2009	3358	TILT TRAY RENTAL	Transporting vehicle to Westrac and return for repair	\$429.00
25/03/2009	3359	W W CONSULTING PTY LTD	Consultancy	\$8,730.50
25/03/2009	3360	Western Plant Hire (WA) Pty Ltd	Plant Hire Costs - Excavator	\$22,748.00
25/03/2009	3361	WestTrac Pty Ltd	Hyd hose replacement in engine bay for Caterpillar	\$390.10
25/03/2009	3362	WILSON SECURITY	Building Security Charges	\$1,279.83
25/03/2009	3363	WOODHOUSE LEGAL	Legal Expenses	\$411.40
25/03/2009	3364	Domain Catering	Catering for Earth Carers training	\$467.00
25/03/2009	3365	INFRINGEMENT PAYMENT CENTRE	Motor Vehicle expenses	\$150.00
26/03/2009	3366	MS Helen Griffiths	Reimbursement of travel expenses	\$162.68
31/03/2009	3367	Asteron Portfolio Services	Superannuation premium	\$294.38
31/03/2009	3368	CBUS	Superannuation premium	\$301.50
31/03/2009	3369	Health Insurance Fund of WA	Superannuation premium	\$176.70
31/03/2009	3370	HESTA SUPER FUND	Superannuation premium	\$392.10
31/03/2009	3371	Mindarie Regional Council	Petty cash reimbursements	\$941.75
31/03/2009	3372	Porfoliofocus - Premium Retirement Services	Superannuation premium	\$7,381.96
31/03/2009	3373	REST Superannuation	Superannuation premium	\$187.29
31/03/2009	3374	WALGS PLAN PTY LTD	Superannuation premium	\$28,528.17
31/03/2009	3375	WESTSCHEME	Superannuation premium	\$599.40
31/03/2009	3376	Mindarie Regional Council	Trim Training Forum	\$381.68
			Total Cheque Payments	\$1,060,666.96
2/03/2009	DP-00209	Cancelled	Cancelled	\$0.00
2/03/2009	DP-00210	National Australia Bank	National Online Fee	\$49.30
16/03/2009	DP-00211	National Australia Bank	Bank Charges	\$150.00
2/03/2009	DP-00212	National Australia Bank	Merchant Fees for February 2009	\$652.20
20/03/2009	DP-00213	Australian Taxation Office	BAS FEBRUARY 2009	\$123,234.00
23/03/2009	DP-00214	Commonwealth Bank of Australia	Facility Fee Loan 12	\$11,666.64
25/03/2009	DP-00215	National Australia Bank	Bank Overdraft Facility	\$4,000.00
27/03/2009	DP-00216	Commonwealth Bank of Australia	Loan 10 Interest	\$7,030.68
31/03/2009	DP-00217	National Australia Bank	Account Keeping Fee	\$177.50
31/03/2009	DP-00218	National Australia Bank	Bill Drawdown Fee	\$150.00
31/03/2009	DP-00219	National Australia Bank	Facility Fee Loan 10	\$5,000.00
			Total Direct Payments	\$152,110.32
13/03/2009	EFT-00175	MRC	Payroll Employee Wages	\$85,846.63

Schedule of Payment for March 2009
 Council Meeting - 02 July 2009

Cheque Posting Date	Document No.	Vendor Name	Description	Cheque Amount
27/03/2009	EFT-00176	MRC	Payroll Employee Wages	\$87,194.14
Total EFT Payments				\$173,040.77
Grand Total				\$1,385,818.05

Summary Schedule of Payments

Cheque Payments Cheque No.3188 to 3376	\$1,060,666.96
Electronic Payments DP-00209 to DP-00219 EFT-00175 to EFT-00176	\$152,110.32 \$173,040.77
Grand Total	\$1,385,818.05

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 02 July 2009 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
23 JULY 2009
LIST OF PAYMENTS MADE FOR THE MONTH ENDED
30 APRIL 2009**

Schedule of Payment for April 2009
Council Meeting - 02 July 2009

Cheque Posting	Date	Document No.	Vendor Name	Description	Cheque Amount
	1/04/2009	3377	ACTION LOCK SERVICE	Expendable Tools	\$495.00
	1/04/2009	3378	Alance Newspaper & Magazine Delivery	Periodicals/ Publications	\$1,19.00
	1/04/2009	3379	ARMAGUARD	Cash collection charges	\$584.31
	1/04/2009	3380	Bell Fire Equipment Co Pty Ltd	Replacement of tank and valves for fire fighting truck.	\$7,535.00
	1/04/2009	3381	BOBJANE TMART	Plant - Tyres and Tubes	\$30.00
	1/04/2009	3382	BOYA EQUIPMENT	Plant - Repair and Maintenance	\$39.38
	1/04/2009	3383	Bunnings Building Supplies	Bin for Waste Education Program	\$278.79
	1/04/2009	3384	Cabcharge Australia Ltd	Travelling Expenses	\$12.80
	1/04/2009	3385	Car Care - Maylands	Motor vehicle maintenance	\$500.00
	1/04/2009	3386	CARDNO (WA) PTY LTD	Professional services.	\$605.00
	1/04/2009	3387	Cardno BSD Meinhardt Joint Venture	RRF Project Management/Advice	\$80,446.31
	1/04/2009	3388	CASTLE SECURITY & ELECTRICAL P	Building Security - mobile guard response	\$678.50
	1/04/2009	3389	CLEAN SWEEP	Access Road Maintenance	\$1,203.13
	1/04/2009	3390	DEERING AUTRONICS	Supply and fit new starter for Nissan Navara	\$705.60
	1/04/2009	3391	DRAGE SIGNS	Banner for House Hold Hazardous Waste promotion	\$1,279.30
	1/04/2009	3392	GCM Enviro Pty Ltd	Supply of new fuel cap for Tana.	\$382.09
	1/04/2009	3393	JASNEAT	Cleaning services	\$1,370.37
	1/04/2009	3394	Joondalup Office National	Stationery supplies	\$273.75
	1/04/2009	3395	Local Government Employment Services	Advertising for Recruitment of Staff	\$82.50
	1/04/2009	3396	MULTIPROGRAMMING PTY LTD	Computer Systems Maintenance	\$7,540.96
	1/04/2009	3397	NATIONWIDE OIL	Recycling Contractors - Waste Oil	\$547.25
	1/04/2009	3398	Neverfail Springwater Ltd	Bottled water	\$88.45
	1/04/2009	3399	PIRTEK (MALAGA) PTY LTD	Hyd hoses to water pump for International truck.PL07	\$649.78
	1/04/2009	3400	Red 11 Pty Ltd	Computing Equipment	\$494.95
	1/04/2009	3401	Rhonda Evans	Financial System Support and Maintenance for Jan 09	\$3,740.00
	1/04/2009	3402	Richards Mining Service	Training course	\$445.00
	1/04/2009	3403	SBS Sims Group	Recycling Contractors - E Waste	\$1,994.85
	1/04/2009	3404	SKIPPER TRUCK PARTS	Purchase of Radiator hoses for truck.	\$119.06
	1/04/2009	3405	SKYNOTT MULHOLLAND MANAGEMENT	Contract Services for Waste Education/RRF and ongoing support to CEAG	\$19,899.00
	1/04/2009	3406	Town of Cambridge	Sponsorship - Garden Week 2009	\$11,000.00
	1/04/2009	3407	Travel Associates Australia Pty Ltd	Staff Conferences - Waste 09	\$3,941.08
	1/04/2009	3408	WA HINO SALES & SERVICE	Replace seal and oil for Hino Bin truck	\$19.36
	1/04/2009	3409	Western Plant Hire (WA) Pty Ltd	Bob cat hire for 4 days.	\$1,232.00
	1/04/2009	3410	WesTrac Pty Ltd	Replace damage parts for front door of Caterpillar	\$6,822.30
	1/04/2009	3411	WHK Horwath	Audit Fees for Earth Carers and Mobile Display - Acquittal of Funds	\$1,100.00
	1/04/2009	3412	Yakka Pty Ltd	Staff Uniforms/Protective Clothing	\$114.18

Schedule of Payment for April 2009
Council Meeting - 02 July 2009

Cheque Posting	Date	Document No.	Vendor Name	Description	Cheque Amount
	1/04/2009	3413	CPA AUSTRALIA	Subscriptions	\$854.00
	3/04/2009	3414	CHILD SUPPORT	Child Support Allowance	\$424.84
	3/04/2009	3415	Mindarie Regional Council	Business meeting expenses	\$501.90
	6/04/2009	3416	ALLMARK PROMOTIONS	RRF Official Opening and Community Day	\$24,029.50
	6/04/2009	3417	Andy Brown	Performance at RRF Community Open Day	\$250.00
	6/04/2009	3418	Blackwoods & Atkins	Folder Sheetmetal	\$3,964.73
	6/04/2009	3419	Domain Catering	Catering at Earth Carers Course	\$803.00
	6/04/2009	3420	Electek	Various Electrical Works	\$2,501.40
	6/04/2009	3421	Environment House Incorporated	Composting and Wormfarming Presentations	\$660.00
	6/04/2009	3422	Face Painting Fund & Games	RRF Community Open day	\$450.00
	6/04/2009	3423	Freehills	Legal services - RRF	\$1,648.90
	6/04/2009	3424	GOLDER ASSOCIATES PTY LTD	Consultancy fees for liner works at Stage1 and Stage2	\$13,015.75
	6/04/2009	3425	HEALTH ON THE MOVE	Health Risk Assessments	\$5,883.35
	6/04/2009	3426	IW Projects	Zero Waste Plan phase 2	\$11,757.35
	6/04/2009	3427	Keyfast Bulk Haulage Pty Ltd	Crushing of limestones	\$2,123.76
	6/04/2009	3428	Kitec Electrical Services	Electrical wiring repairs	\$513.11
	6/04/2009	3429	Rhonda Evans	Financial System Support and Maintenance for Feb 09	\$2,816.00
	6/04/2009	3430	TALES WITH A TWIST	Waste Management Education	\$1,400.00
	6/04/2009	3431	The Factory	Landfill site model	\$792.00
	6/04/2009	3432	THE FUNK FACTORY	Corporate Function Expenses	\$1,210.00
	6/04/2009	3433	TOP CLASS SPORTS	Waste Management Education giveaways for Tours	\$12,543.00
	6/04/2009	3434	WANNEROO JOONDALUP REGIONAL BROADCA	Event broadcasting expenses.	\$891.00
	6/04/2009	3435	Woodhouse Legal	Legal services.	\$1,084.60
	6/04/2009	3436	GREENWORLD INDOOR GARDENS	Indoor plants hire	\$332.82
	6/04/2009	3437	Great Southern Sands	Hire of 30T Excavator and operator for landfill excavation	\$92,900.50
	6/04/2009	3438	Great Southern Sands	Hire of D11 dozer and opearator for landfill excavation	\$62,177.50
	9/04/2009	3439	Kathleen van Son	CANCELLED CHEQUE	\$0.00
	9/04/2009	3440	Kathleen van Son	Payroll adjustments	\$479.16
	15/04/2009	3441	Mindarie Regional Council	Petty cash reimbursements	\$723.10
	16/04/2009	3442	QUINNS ROCK CABINETS & MAINTEN	Hire of Water Cart	\$15,488.00
	16/04/2009	3443	ARMAGUARD	Cash collection fee	\$722.20
	16/04/2009	3444	AUSTRALIA POST - JOONDALUP	Postage & Freight - March 2009	\$674.52
	16/04/2009	3445	CALTEX AUSTRALIA PETROLEUM PTY	Motor vehicle fuel expenses	\$386.83
	16/04/2009	3446	Christine Moro & Associates	Consultancy Fees - RRF Opening	\$12,127.50
	16/04/2009	3447	CLEAN SWEEP	Road Sweep	\$721.88
	16/04/2009	3448	DANUBE RIVER PTY LTD	Business Excellence Facilitation course.	\$715.00

Schedule of Payment for April 2009
Council Meeting - 02 July 2009

Cheque Posting	Date	Document No.	Vendor Name	Description	Cheque Amount
	16/04/2009	3449	Davro Interiors	Supply of furniture and equipment	\$1,386.00
	16/04/2009	3450	Domain Catering	Local Laws Workshop catering expenses	\$510.00
	16/04/2009	3451	DUN & BRADSTREET AUSTRALIA P/L	Searches	\$1.65
	16/04/2009	3452	Great Southern Sands	Hire charges for 3 dump trucks with operators.	\$114,338.68
	16/04/2009	3453	GREENWORLD INDOOR GARDENS	Hire of plant display - RRF opening day.	\$539.00
	16/04/2009	3454	H & L GLASS	Supply and fit windscreen to bob cat.	\$395.00
	16/04/2009	3455	Hewlett Packard Australia Pty Ltd	TRIM system maintenance	\$3,960.00
	16/04/2009	3456	HSE Control Pty Ltd	External contract labour - Environmental Services	\$16,838.45
	16/04/2009	3457	IW Projects	RRF external contract labour	\$24,476.21
	16/04/2009	3458	Keyfast Bulk Haulage Pty Ltd	Limestone Crushing	\$103,825.54
	16/04/2009	3459	Lions Club of Whitford (Inc)	Provision of food services at the MRC RRF opening day	\$1,348.00
	16/04/2009	3460	Magicorp Pty Ltd	Subscription fee for on hold telephone service.	\$103.40
	16/04/2009	3461	Northside Bus Charter	Tour of Tamala Park - Two Rocks Primary school	\$242.00
	16/04/2009	3462	Print Acumen Pty Ltd	Printing of Education Fact Sheets for RRF Community	\$538.00
	16/04/2009	3463	SBS Sims Group	Recycling Contractors - E Waste.	\$1,772.10
	16/04/2009	3464	SCOPE BUSINESS IMAGING	Photocopying Expenses	\$96.58
	16/04/2009	3465	TELSTRA	Telephone Expenses	\$380.92
	16/04/2009	3466	TOXFREE	Recycling Contractors - Paint removal	\$4,040.95
	16/04/2009	3467	WORK CLOBBER	Safety boots supplies	\$264.60
	16/04/2009	3468	Yakka Pty Ltd	Staff Uniforms	\$183.52
	17/04/2009	3469	Ventouras Advertising & Design	Printing of HHW flyers	\$3,379.20
	17/04/2009	3470	RELIANCE PETROLEUM	Supply of diesel fuel	\$28,097.32
	20/04/2009	3471	A1 ROADLINES PTY LTD	Supply of road paint	\$633.60
	20/04/2009	3472	Air Liquide WA Pty Ltd	Supply acetylene for workshop	\$884.34
	20/04/2009	3473	BRIDGESTONE EARTHMOVER TYRES P/L	Service and major tyre service for Catepillar 866H loader	\$2,067.45
	20/04/2009	3474	Bunnings Building Supplies	Paint for Recycling area	\$192.61
	20/04/2009	3475	Car Care - Maylands	Motor vehicle maintenance	\$280.00
	20/04/2009	3476	City of Wanneroo	Waste Services	\$349.36
	20/04/2009	3477	CLEAN SWEEP	Road Sweep	\$721.88
	20/04/2009	3478	Command A Corn	Installation of socket for handset	\$137.50
	20/04/2009	3479	Cube Consulting Pty Ltd	Monitoring Program	\$786.50
	20/04/2009	3480	CUMMINS ENGINE COMPANY PTY LTD	Supply of coolant for various plant and machineries	\$1,365.45
	20/04/2009	3481	Devco Holdings Pty Ltd	Building Maintenance - Weighbridge	\$1,815.00
	20/04/2009	3482	Eyes-On Belridge	Staff Uniforms/Protective Clothing	\$356.00
	20/04/2009	3483	FirePro Xtreme	Killfire solutions for liner	\$18,216.00
	20/04/2009	3484	Fuji Xerox Australia Pty Ltd	Photocopying Expenses	\$356.40

Schedule of Payment for April 2009
Council Meeting - 02 July 2009

Cheque Posting	Date	Document No.	Vendor Name	Description	Cheque Amount
	20/04/2009	3485	GOLDER ASSOCIATES PTY LTD	Consultancy services - MRC stage 2 Phase 3 design	\$21,461.00
	20/04/2009	3486	HEALTH ON THE MOVE	Wellness Program - Influenza vaccinations	\$381.15
	20/04/2009	3487	Instant Products Group	Hire Costs - Toilets at Recycling	\$1,038.84
	20/04/2009	3488	Kitec Electrical Services	Electrical works to washbay lights	\$630.67
	20/04/2009	3489	L & T Venables	Various consumables tools	\$145.41
	20/04/2009	3490	NEWCASTLE WEIGHING SERVICES PT	Installation and Licences of Wasteman 2G Site for RRF	\$56,537.25
	20/04/2009	3491	Northern Districts Pest Management	Pest Control Management	\$484.00
	20/04/2009	3492	QUINNS ROCK EARTHMOVING	Repair for heavy machinery	\$2,244.00
	20/04/2009	3493	SBS Sims Group	Recycling Contractors - E Waste	\$1,656.60
	20/04/2009	3494	SJM Fencing	Repair holes in fence	\$500.00
	20/04/2009	3495	SYNERGY	Electricity consumptions	\$46.50
	20/04/2009	3496	URS	Professional services - RRF Infrastructure	\$30,657.51
	20/04/2009	3497	WesTrac Pty Ltd	Rocker switch for skid steer loader	\$66.34
	20/04/2009	3498	WILSON SECURITY	Building Security expenses	\$1,279.83
	20/04/2009	3499	Woodhouse Legal	Legal Expenses	\$10,909.80
	21/04/2009	3500	Bucking Bull Joondalup	Business meeting expenses	\$230.00
	22/04/2009	3501	City of Joondalup	Lease Fee Lot 118 Marmion Ave. May 2009	\$8,693.55
	22/04/2009	3502	City of Perth	Lease fee Lot 118 Marmion Ave. May 2009	\$4,346.77
	22/04/2009	3503	City of Stirling	Lease Fee Lot 118 Marmion Ave. May 2009	\$17,387.10
	22/04/2009	3504	City of Wanneroo	Lease Fee Lot 118 Marmion Ave. May 2009	\$8,693.55
	22/04/2009	3505	Town of Cambridge	Lease fee Lot 118 Marmion Ave. May 2009	\$4,346.77
	22/04/2009	3506	Town of Victoria Park	Lease Fee Lot 118 Marmion Ave. May 2009	\$4,346.77
	22/04/2009	3507	Town of Vincent	Lease Fee Lot 118 Marmion Ave. May 2009	\$4,346.77
	23/04/2009	3508	Mindarie Regional Council	Petty cash reimbursements	\$637.30
	24/04/2009	3509	Travel Associates Australia Pty Ltd	Staff Conference Expenses	\$14,479.77
	24/04/2009	3510	National Measurement Institute	Weighbridge Operators Course	\$600.00
	28/04/2009	3511	Yakka Pty Ltd	Corporate polo shirts	\$2,152.48
	28/04/2009	3512	Air Liquide WA Pty Ltd	Cylinder hire	\$177.31
	28/04/2009	3513	ASPERMONT LTD	Contractor Magazine - yearly subscription	\$118.80
	28/04/2009	3514	Australian Institute of Management	Training course - Supervisory	\$1,275.00
	28/04/2009	3515	BOULEVARD FLORIST	Bereavement Flowers	\$159.00
	28/04/2009	3516	BRYANT MEDIA	Official opening Function Cost at RRF	\$74,561.30
	28/04/2009	3517	Cardno BSD Meinhardt Joint Venture	Consultancy services for RRF	\$13,955.61
	28/04/2009	3518	Carringtons Traffic Services	Traffic services provided for opening of RRF.	\$2,832.08
	28/04/2009	3519	CATALYSE	CANCELLED CHEQUE	\$0.00
	28/04/2009	3520	CCI Chamber of Commerce and Industry	Training course - Effective Influencing	\$368.00

Schedule of Payment for April 2009
Council Meeting - 02 July 2009

Cheque Posting	Date	Document No.	Vendor Name	Description	Cheque Amount
	28/04/2009	3521	City of Wanneroo	Cart collection	\$435.16
	28/04/2009	3522	CLEAN SWEEP	Road Sweep	\$721.88
	28/04/2009	3523	Command A Com	Professional services	\$407.00
	28/04/2009	3524	Contatore Engineering	Replacement of teeth on front and rear Tana compactor.	\$14,146.00
	28/04/2009	3525	Couplers Malaga	50mm grey suction hose for fire fighting	\$354.19
	28/04/2009	3526	Crossland & Hardy Pty Ltd	Placement of batter boards for embankment areas.	\$1,391.50
	28/04/2009	3527	Customer Service Council	Yearly subscription	\$595.00
	28/04/2009	3528	Domain Catering	TWG & WESSEG meeting catering costs	\$375.00
	28/04/2009	3529	DRAGE SIGNS	HHW day banner changes	\$187.00
	28/04/2009	3530	Fuji Xerox Australia Pty Ltd	Photocopying Expenses - DocuCentre	\$574.06
	28/04/2009	3531	Great Southern Sands	Hire of 2 dozers and excavators along with operators for Phase3 Excavations.	\$265,902.86
	28/04/2009	3532	Iron Mountain Australia Pty Ltd	Records Management	\$4.43
	28/04/2009	3533	Joondalup Office National	Stationery supplies	\$1,615.70
	28/04/2009	3534	JOONDALUP RESORT	CEAG Meeting expenses	\$718.00
	28/04/2009	3535	Keyfast Bulk Haulage Pty Ltd	Limestone Crushing	\$106,465.24
	28/04/2009	3536	KINROSS SUPA IGA	Staff Amenities	\$152.26
	28/04/2009	3537	Kitec Electrical Services	Supply and install new Electrical Distribution Board	\$7,082.27
	28/04/2009	3538	MERCURY	Courier charges - March09	\$243.08
	28/04/2009	3539	MULTIPROGRAMMING PTY LTD	Neerabup RRF Site Setup of Computer Equipments	\$24,056.96
	28/04/2009	3540	Neverfail Springwater Ltd	Bottled Water	\$89.70
	28/04/2009	3541	NORTHSIDE MOTOR TRIMMING	New canvas seat covers for buggy, dump truck and forklift	\$715.00
	28/04/2009	3542	OPTUS COMMUNICATIONS	Telephone Expenses	\$1,156.28
	28/04/2009	3543	ORS GROUP	Wellness Programs	\$572.00
	28/04/2009	3544	PIRTEK (MALAGA) PTY LTD	Hyd hose replacement for skid steer loader	\$264.04
	28/04/2009	3545	Red 11 Pty Ltd	Supply of Computing Equipment	\$1,609.52
	28/04/2009	3546	Rhonda Evans	Financial System Support and Maintenance for Mar 09	\$3,960.00
	28/04/2009	3547	Dept of Planning & Infrastructure Fremantle Office	Search for vehicles ownership	\$50.40
	28/04/2009	3548	Sensis Pty Ltd	Yellow Pages directory - final instalment	\$13.16
	28/04/2009	3549	STEVE'S MOBILE TYRE SERVICE	Repair and maintenance for Hino Bin truck	\$872.00
	28/04/2009	3550	TELSTRA	Telephone Expenses	\$716.10
	28/04/2009	3551	TOXFREE	Disposal of toxic waste from MRC site	\$180,749.47
	28/04/2009	3552	Department of Planning & Infrastructure	Registration renewal for Motor Vehicle	\$505.30
	28/04/2009	3553	VENABLES L & T PTY LTD	Expendable Tools	\$258.33
	28/04/2009	3554	WA Local Government Association	Advertising expenses	\$3,409.99
	28/04/2009	3555	WANNEROO PLUMBING SERVICE	Repair of workshop toilet	\$269.50
	28/04/2009	3556	Western Plant Hire (WA) Pty Ltd	Hire of bobcat and excavator and operators for Phase 3 Excavations	\$21,490.70

Schedule of Payment for April 2009
Council Meeting - 02 July 2009

Cheque Posting	Date	Document No.	Vendor Name	Description	Cheque Amount
	28/04/2009	3557	Westrac Pty Ltd	Tube, bucket crowd for skid steer loader	\$360.31
	28/04/2009	3558	WILSON SECURITY	Wilson Security Guard Services for RRF	\$2,990.46
	28/04/2009	3559	WORK CLOBBER	Staff safety boots	\$3,027.60
	28/04/2009	3560	Wren Oil	Recycling Contractors - Waste Oil	\$16.50
	28/04/2009	3561	LGIS INSURANCE BROKERS	Motor Vehicle Insurance	\$5,750.58
	29/04/2009	3562	LANDFILL GAS & POWER PTY LTD	Electricity usage	\$3,158.50
	30/04/2009	3563	CPA AUSTRALIA	CPA conference week	\$2,898.50
				Total Cheque Payments	\$1,720,893.82
	20/04/2009	DP-00220	Australian Taxation Office	BAS March '09	\$131,792.00
	1/04/2009	DP-00221	National Australia Bank	National Online Fee	\$56.06
	1/04/2009	DP-00222	Cancelled	Cancelled	\$0.00
	1/04/2009	DP-00223	Cancelled	Cancelled	\$0.00
	1/04/2009	DP-00224	National Australia Bank	Merchant Fees for March '09	\$734.12
	3/04/2009	DP-00225	Cancelled	Municipal Bank	\$0.00
	21/04/2009	DP-00226	National Australia Bank	Credit Card payment	\$1,109.53
	27/04/2009	DP-00227	Commonwealth Bank of Australia	Loan 10b Interest payment	\$7,772.93
	30/04/2009	DP-00228	National Australia Bank	Account Keeping Fees	\$171.20
	30/04/2009	DP-00229	National Australia Bank	Bill drawdown fee Apr'09	\$150.00
	28/04/2009	DP-00230	Commonwealth Bank of Australia	Loan 10a Repayment	\$43,832.53
	30/04/2009	DP-00231/232	National Australia Bank	Loan 10c Interest payment	\$2,496.49
	29/04/2009	DP-00233	Commonwealth Bank of Australia	Credit Card Renewal Fee	\$40.00
				Total Direct Payments	\$188,154.86
	3/04/2009	EFT-00177	Department of Environment and Conservation	DEP Levy for Jan09 to Mar09	\$613,629.48
	8/04/2009	EFT-00178	MRC	Payroll Employee Wages	\$96,784.40
	8/04/2009	EFT-00179	MRC	Payroll Employee Wages	\$86,916.40
	15/04/2009	EFT-00180	MRC	Cancelled	\$0.00
	16/04/2009	EFT-00181	MRC	Payroll Employee Wages	\$490.44
	24/04/2009	EFT-00182	MRC	Payroll Employee Wages	\$88,622.46
				Total EFT Payments	\$886,443.18
				Grand Total	\$2,795,491.86

Schedule of Payment for April 2009
 Council Meeting - 02 July 2009

Cheque Posting Date	Document No.	Vendor Name	Description	Cheque Amount
		Summary Schedule of Payments		
		Cheque Payments		
		Cheque No:3377 to 3563		\$1,720,893.82
		Electronic Payments		
		DP-00220 to DP-00233		\$188,154.86
		EFT-00177 to EFT-00182		\$886,443.18
		Grand Total		\$2,795,491.86

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 02 July 2009 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

ITEM 8.2.3 BUDGET 2009/2010

File No: FIN/9

Attachment(s): 1. **Operation Statement by Nature & Type**
 Operation Statement by Program
 Charts – Revenue and Expenditure
 2. **Schedule of Capital Expenditure**
 Schedule of Disposal of Assets
 3. **Schedule of Fees – Non Member**
 4. **Supplementary Information – Detailed Budget by Line Items**
 5. **Supplementary Financial Statements**
 Statement of Financial Activity
 Financial Statements
 Cashflow Statement
 Balance Sheet
 Loan Schedules
 Surplus Reconciliation

Author: Kalwant Dhillon

SUMMARY

The purpose of this report is to present to Council the final draft Budget Papers for 2009/2010.

BACKGROUND

Council at its meeting held on 23 April 2009, resolved, inter alia, at (ii), as follows:

(ii) approves the plan for Budget formulation as follows:

- a) Management Workshop to finalise the new initiatives - 20 April 2009
 And the Business Plan for 2009/10
- b) Special Council Meeting for approval of Business - Mid May 2009
 Plan and Gate Fees for 2009/10 (14 or 15 May)
- c) Detailed Budget Preparation for 2009/10 - 15 to 31 May 2009
- d) Workshop for Councillors - 15 or 22 June 2009
- e) Council Meeting for approval of Budgets - 9 July 2009

The Council, at its meeting held on 28 May 2009 at Item 7.1 resolved:

That Council:

- (i) *note the methodology used to derive the Business Plan 2009/2010 and associated plans*
- (ii) *approve Business Plan 2009/2010*
- (iii) *approve 2009/2010 Members' Processable Gate Fee of \$128.30 (ex GST) and Non Processable Fees of \$79.50 (ex GST)*

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- (iv) *approve the option for members to pay by instalments over 20 years the \$10/tonne relating to the \$2.1m payment payable to BioVision2020 during the commissioning period. The instalment option includes an interest payment*
 - (v) *approve the Schedule of Fees and Charges relating to commercial and casual users, at Attachment Two*

Supporting documentation provided as Attachments were as follows:

- **Attachment One**
 - *Business Plan 2009/2010*
- **Attachment Two**
 - *Schedule of Proposed Fees and Charges 2009-2010*
- **Attachment Three**
 - *2009/2010 Members Fees – Additional Information*

Council, in accordance with the approved plan of 23 April 2009, held a workshop on 18 June 2009 to discuss Budget related issues. Key conclusions from the workshop by the administration, and confirmed by discussion with the Chairman, were as follows:

- That the MRC Budget should reflect the approach taken for Financial Year 2009/2010 by Member Councils i.e. financial prudence in light of the Global Financial Crisis.
- That some further clarification of particular items in the Budget papers, by way of notes, should be provided.
- That the Budget formulation process should be further improved for Financial Year 2010/2011.

This post-workshop approach was conveyed by e-mail, to Councillors and Officers.

DETAIL

The methodology and assumptions used to develop the detailed Budget 2009/2010 have been as follows:

- The Twenty Year Strategic Plan commencing 2009/2010 remains the primary source of reference with regards to business activities
- The Twenty Year Strategic Financial Plan commencing 2008/2009 and approved at the July 2008 Ordinary Council Meeting remains the primary source of reference from a financial and budgetary perspective
- The Members and Non-Members Gate Fees, prepared with reference to the Strategic Financial Plan, Strategic Plan and Business Plan, were approved at 30 June 2009 Special Council Meeting
- The detailed budget for 2009/2010 has been developed within the parameters of the Strategic Plan, Business Plan, Strategic Financial Plan and the approved fees for 2009/2010 to enable the Council to provide the level of service consistent with the Business Plan

The Budget structure and documentation is enclosed in Attachments One to Four.

- **Attachment One**
 - Operation Statement by Nature and Type
 - Operation Statement by Program
 - Charts – Revenue and Expenditure
- **Attachment Two**
 - Schedule of Capital Expenditure
 - Schedule of Disposal of Assets
- **Attachment Three**
 - Schedule of Fees Non Members
- **Attachment Four**
 - Supplementary Information – Detailed Budget by Line Items

The preparation of the final draft Budget has been in line with the guidelines provided by the Department of Local Government in terms of best appropriate practice regarding Budget preparations. Key elements of these guidelines are as follows:

- the requirements of legislation and associated accounting standards i.e. Local Government Act (WA 1995) and Local Government (Finance Management) (Regulations 1996)
- the effectiveness of the document as a communication tool
- the provision of additional information in the form of notes and supporting schedules
- the ease of use by third party users, through cross referencing and level of detail

Post-Workshop Review

The final draft Budget 2009/2010 contains the following expenditure reductions, made as a result of a post-workshop review.

Operational

- | | | |
|--|------------------|-----------|
| • Marketing and Education Plan | | |
| - Brand Ambassador | \$ 40,000 | |
| - Corporate Cocktail Function | \$ 60,000 | |
| - Media Training | \$ 2,000 | |
| - Advertising (supplements) | \$ 7,000 | |
| - Sponsorship | \$105,000 | |
| - New Councillors familiarisation | \$ 10,000 | |
| - RRF Open Day | <u>\$ 20,000</u> | \$244,000 |
| • Shredder Trial | | \$ 70,000 |
| • Reduction in Recycling Contractors | | \$ 29,000 |
| - Degassing of Fridges (funding now available from Federal Government) | | |
| • Reduction in Conferences | | \$ 10,000 |
| • Reduction in Computer Systems Maintenance | | \$23,000 |

-
- | | |
|---|------------------|
| • Monetary adjustment relating to 8% exemption in tonnages allowed by the Department of Environment and Conservation (DEC) for landfill cover | \$409,000 |
| | \$785,000 |

Capital

Pool Vehicle \$29,000

The 'Pool' vehicle has been excluded from 2009/2010 Capital expenditure and the administration's requirements including visits to RRF site will be met through the Operational vehicles on site and the Utility Vehicle from Marketing & Education. The arrangements will be monitored for 2009/2010 and reviewed again as part of the 2010/2011 Budgetary Process.

Business Concept – 2009/2010

The proposed business concept for 2009/2010 is described in the Business Plan for 2009/2010 adopted at the 28 May 2009 Special Council Meeting as mentioned above.

As mentioned above, the Final Draft Budget is consistent with the Business Plan for 2009/2010.

Assumptions

Major assumptions associated with the Basis of Planning are as follows:

- that the volume of waste for disposal at Tamala Park will be similar to 2008/2009 and in line with the Strategic Financial Plan projections. The Members' tonnage estimates are based on the estimates provided by Member Councils and casual usage is based on the 2008/2009 usage level
- that the diversion of waste from landfill, measured in tonnes, in relation to RRF facility, would be 70% and the normal diversion of waste to recycling would be in line with previous years' trend
- the Resource Recovery Facility (RRF) to be fully operational from July 2009
- that fees and charges for Member Councils and non-members will be consistent with fees approved by Council at its meeting on 30 June 2009
- that the Council will use the revised financial precepts details endorsed at the April 2004 Ordinary Council Meeting as detailed below effective from 1 July 2004. The financial precepts are currently being reviewed in consultation with the Member Councils in 2009/2010.

Precepts

- a) *a cost of equity (or "notional interest:") will be calculated for funds contributed by Member Councils and retained surpluses, for the purpose of determining the actual cost of tipping*
- b) *additional funds for working capital requirements to be raised either through retention of surplus or external borrowing. Mindarie Regional Council will determine timing of repayment of funds contributed, including retained surpluses*

- c) *operational surpluses are distributed to Member Councils in ownership percentages subject to the retention of funds for future requirements*

Associated Business Rules Become

- a) *in setting members' prices, cost of tipping includes interest to the extent that it relates to funds required for current operations. Interest on funds held for future requirements is not included in cost of tipping*
- b) *interest on Members' equity will be set at a rate of return that an investor would regard as appropriate for a business of this nature*
- c) *operational surpluses will be calculated in accordance with generally accepted Accounting Principles*
- d) *to the extent that Member-tipping fees differ from actual costs, an adjustment will be made to the distributable surplus at individual Member Council level*
- e) *the distribution of operational surpluses will be calculated as follows:*
- | | |
|--|---------------------|
| - <i>operational surplus before member tipping fee adjustment</i> | <i>X</i> |
| - <i>adjustment to member Council tipping charge according to tonnes tipped, where tipping fees differ from actual cost</i> | <i><u>X/(X)</u></i> |
| - <i>operational surplus available for distribution according to equity ownership percentages</i> | <i>X</i> |
| - <i>LESS: retention of funds for future requirements</i> | <i>(X)</i> |
| - <i>adjustment to member Council tipping charges according to tonnes tipped, where tipping fees differ from actual cost</i> | <i><u>X/(X)</u></i> |
| - <i>amount distributed/(reimbursed)</i> | <i><u>X/(X)</u></i> |
- f) *lease fee to be set on a commercial basis*

Assumed that 'Notional Interest', for the purpose of the preparation of this Budget, is zero which is consistent with the concept of Cost Recovery Models universally. This is consistent with the Strategic Financial Plan approved by Council at its July 2008 Ordinary Council Meeting.

OPERATING

Overall Summary

The Council has a projected total revenue of \$39.1m for 2009/2010 and total expenditure of \$37.4m resulting in a surplus of \$1.7m approximately.

The 'healthy' surplus of \$1.7m is mainly attributable to the casual/commercial users.

The other revenue relating to Recycling Income, Interest and Gas income has been offset, on a one-off basis in 2009/2010, to provide lower gate fees for 2009/2010 to cushion the transition to the new fee structure of Processable and Non-Processable under the new Fee Model as outlined in the 'Fees' Paper at the Special Council Meeting on 28 May 2009.

Revenue

The projected revenue of \$39.1m for 2009/2010 represents an increase of \$17.6m (82%) over last year's adopted budget. The increases are analysed below:

	\$'m	Increase/(Decrease) over estimated actual	\$'m
• Members' User Fees	31.9		16.0
• Casual Tipping Fees	5.4		1.4
• Others	1.8		0.2
	39.1		17.6

The Member Revenue increase is due to the implementation of the Resource Recovery Facility and the development of a New Fee Model which differentiates Processable and Non-Processable waste as well as the increase in the Landfill Levy of \$21/T effective 1st January 2010. This has resulted in the introduction of the Members Processable and Non-Processable Gate Fees which replaces the existing General and Bales Gate Fees.

The increase in casual/commercial revenue is largely due to increased tonnages and the increase in landfill levy.

The projected revenue for 2009/2010 is based on, estimated waste tonnages provided by the Member Councils, and is summarised below. The casuals revenue estimates is based on projected tonnages in line with 2008/2009 tonnages.

Processable Waste (Tonnage)

City of Perth	16,000
City of Stirling	12,000
City of Wanneroo	49,300
Town of Cambridge	9,500
Town of Vincent	13,742
Town of Victoria Park	13,964
City of Joondalup	55,942
	170,448

Non Processable Waste (Tonnage)

City of Perth	37
City of Stirling	105,000
City of Wanneroo	24,700
Town of Cambridge	1,200
Town of Vincent	484
Town of Victoria Park	689
City of Joondalup	10,261
RRF Residue	30,000
	172,371

Other Non Member Council

City of South Perth	3,090
---------------------	-------

Casual / Commercial 46,000

The waste tonnages for casuals were scaled back in 2008/2009, from the previous year's waste tonnages of 65,000 tonnes to 40,000 tonnes following the increase in fees in 2008/2009 and the actual for 2008/2009 was just over 47,000 tonnes. The estimate for 2009/2010 is 46,000 tonnes.

For 2009/2010 there is a commitment from all councils to delivery their estimated tonnages for waste to Tamala Park and MRC administration does not anticipate any major variation to this plan.

Other Additional Information - Revenue

- Income, Contribution, Reimbursements and Donations \$340,100

The analysis is as follows:

Recoup of Loan 11 Interest from Member Council	85,600
Recoup of MRC Admin cost from RRF (internal Charge)	100,000
DEC reimbursement of cost for removal of	
Toxic Chemical	152,500
Miscellaneous Reimbursement	2,000
Total	\$340,100

Expenditure Projections

The total expenditure for 2009/2010 is budgeted at \$37.4m.

This is an increase of \$18.6m (99%) over last year's adopted budget and is in line with increase in revenue.

The bulk of the increase is attributable to the commencement of the Resource Recovery Facility (\$16.2m) and Landfill Levy increase (\$2.2m).

This is analysed below:

	\$,'000	\$'000
1. Resource Recovery Facility (excluding interest on loan)		16.2m
2. Landfill Levy		2.2m
3. Others		
• Total Employee costs	0.6m	
• Landfill Expenses	0.3m	
• Strategic Waste Minimisation Project	0.3m	
• Plant & Equipment Operating & Hire	(0.2m)	
• Amortisation	(0.8m)	0.2m
		18.6m

Budget Item Explanation

1. **Resource Recovery Facility** (excluding interest expense) \$16.2m

The operating cost for the newly commissioned Resource Recovery Facility is in line with the Strategic Financial Plan with the exception of increase in Contractor's Fees in view of higher than projected CPIs and increase in DEP Levy increases (which indirectly impact on the contractor's fees).

RRF total operational expenses of \$16.2m (excluding interest expense) is made of the following:

Item	Budget
Fencing and Gate Maintenance	\$5,000
Road Maintenance	\$5,000
Bore and Pipework Maintenance	\$5,000
Environmental Monitoring	\$20,000
Community Monitoring Program	\$45,000
Landscape and Gardens	\$30,000
MRC Admin Charge	\$100,000
Compost Disposal	\$545,000

Contractors Fees	\$14,600,000
	\$15,355,000
Expenditure included under other Expense headings:	
Amortisation Costs	\$430,000
Amortisation pre-operating expenses	\$104,600
Consultant and Contracts	\$210,000
Building Maintenance & Security	\$50,000
Utility & Cleaning	\$15,000
Total	\$16,164,600

The activities in relation to the RRF facility are mainly outsourced. The direct cost of managing the RRF has been included under RRF program. At this stage, \$100,000 has been allocated to RRF Program to cover MRC Administration cost (internal charge) which would be reviewed over 2009/2010, the inaugural year, to establish the level of involvement going forward.

The RRF facility expenditure estimates has been reduced by \$73,000 and this would be reviewed at the mid-year review to establish the projected savings with the view to offset these savings against the 2010/2011 fees.

2. Landfill Levy \$2.2m

State Government increased the Landfill Levy from \$7/t to \$28/t effective 1 January 2010 without any formal consultation with the Industry.

3. Employee costs \$0.6m

An independent review of the Structure of the Council was carried out by a consultant, in view of the implementation of the RRF business stream from July 2009, to establish the appropriate Structure and staffing levels to support the landfill and RRF business services. The structure in the Budget 2009/2010 is in line with the recommendations of this report.

The increase over last year's budget is due to following:

- Two additional positions including a permanent part-time position	\$90,000
- Contract Staff – Strategic Waste Minimisation Program	\$78,000
- EBA Increase for the year	\$155,000
- Higher Employee costs related to provisions for Superannuation in line with EBA increments & additional staff (including adjustment for existing staff) and increase in Workers Compensation premiums	\$104,000
- Increase in leave provisions	\$106,000
- Increments and increases in allowances/overtime, etc.	\$21,000
	\$554,000

The two new positions relate to the following:

- Finance and Accounts Payable Officer
 To support the increased activities arising from implementation of Resource Recovery Facility as well as to consolidate the Accounts Payable and activities associated with Receipting tasks into Finance & Business Services division

from Administration to allow the Administration team the capacity to provide the administrative support in relation to the increased activities associated with RRF.

- The permanent part-time Administration Officer will support the Marketing & Education Program as well as the Education Centre at the RRF Facility.
- The Strategic Waste Minimisation Officer is a contract employee, employed to assist in the implementation of the Strategic Waste Minimisation Plan (SWMP)

Position	Current FTE	Comment
Chief Executive Officer (CEO)	1	
Chief Financial Officer (CFO)	1	
Administration Manager	1	
Senior Finance Officer	2	
Human Resources & Payroll Officer	1	
Finance Officer – Reporting	.5	Permanent Part-Time
Accounts Receivable & Sales Officer	1	Approved at mid year review in 2008/09
Finance Officer – Accounts Payable, Budget & IT	1	New to take account of the increased activities arising from the RRF implementation.
Waste Minimisation Officer	1	To implement Strategic Waste Minimisation Plan.
Manager Projects & RRF	.6	Utilise contract professional.
Manager Marketing & Education	.5	Utilise contract professional.
Education Coordinator	1	
Education Officer	1	
Administration Officer (Marketing & Education)	.5	Permanent part-time
Customer Service Officer (Reception)	1	
Governance Officer	1	
Records Officer	1	
Operations Manager	1	
Deputy Operations Manager / Fitter	1	Covers for Operations Manager when not available. Taken over plant maintenance previously contracted out.
Foreman	1	
Environmental Officer	.6	Utilise contract professional
Plant Operators	5	Highly skilled plant operators
Recycling Attendants	8	Provide security and service relating to hazardous household waste facility operating at the recycling facility. Operation of bin truck from this group.
Transfer Station Attendants /truck drivers	4	Multi-skilling – rotating through tasks plus maintain safety standards at transfer station. Operation of water truck from this group.
Grounds Maintenance Officer	1	Ensure compliance with licence

Welder	1	Assist with workshop and maintenance program
Safety Officer (Risk Management Officer)	1	Provides support to Operations Manager in relation to safety, compliance, minor projects and household hazardous waste issues
Weighbridge Officer	1	Operates weighbridge and monitors quality of waste entering the site
Total	40.7	

The 'make-up' of the 8 Recycling Attendants are as follows:

	FTE
Permanent Full Time	5
Full Time Equivalent of the 8 permanent part-timers	3
Total	<u>8</u>

The 8 permanent part-timers are utilised to cover the weekend and on-going operational requirements as required.

4. *Other Personnel Expenditure*

The following personnel expenditure, additional to employee costs, are included in the Budget:

- Marketing/Education Manager
 - Function : To manage the MRC marketing and education program
 - Estimated hours : 988
 - Estimated Expenditure : \$100,000
- Manager RRF Facility and Projects
 - Function: To manage the RRF facility and the projects related to the landfill
 - Estimated hours : 1105
 - Estimated Expenditure : \$80,000
- Environmental Officer
 - Function : To manage MRC environmental program
 - Estimated hours : 900
 - Estimated Expenditure : \$90,000

These appointments are proposed for authorisation on a contracted basis.

The primary reason for the utilisation of external resources for these functions, at this stage, is that the positions are not considered to warrant full time resourcing. Moreover, the functions are of a specialist nature, with the consequence that there is a low probability of availability of suitable personnel in the marketplace for recruitment.

Notwithstanding this rationale, it is proposed that this part of the personnel resource plan be reviewed prior to Budget 2010/2011.

The budget estimates for this resource have been included under the item 'Contract Labour'.

5. Landfill Expenses \$0.3m

Increase is mainly due to increased e-waste and chemical waste (\$109,000) and costs associated with Carbon Emission Reporting (\$175,000).

6. Strategic Waste Minimisation Project \$0.3m

The project is funded by DEC and involves the implementation of the Strategic Waste Minimisation Plan. Total funding for this program is \$420,000 for and the balance of cost is relating to additional staff costs (Waste Minimisation Officer).

The funding of \$420,000 from DEC is as follows:

Funding in 2009/10	\$320,000
Surplus from 2008/09 & previous years	<u>\$100,000</u>

7. Plant & Vehicles Operating & Hire (\$0.2m)

The decrease is arising from lower petrol price and anticipated reduction arising from slightly lower usage of Plant & Machinery in view of diversion of 70,000 tonnes (net) to RRF.

8. Amortisation (\$0.8m)

The amortisation cost is lower in view of the reduction in tonnages as a result of the implementation of the RRF facility effective July 2009.

Additional Information - Expenditure

- Marketing and Education \$700,300

The details are as follows:

CORPORATE COMMUNICATIONS STRATEGY

MRC News	80,000
Website	45,000
Every Moment Matters DVD	5,000
Facts & Stats	15,000
Annual Report	25,000
Waste Conference	15,000
Media Strategy	15,000
MRC Community News Update	6,000
	206,000

WASTE EDUCATION

Advertising	7,000
HHW	48,000
Tales with a Twist	25,000
Branding support	21,000
Fridge Calenders	56,000
WESSG support	2,500
Tamala Park Tours program	20,000
Bus sponsorship	15,000
Launch of Education Centre	4,500

Mobile display	10,000
Contaminants education	6,300
Waste Free Event	14,000
Evaluation	10,000
Earth Carers project	60,000
School program	30,000
ESL communication	10,000
E-Waste collection	25,000
	364,300
PROJECTS SUPPORT	
Visitors Centre	40,000
DVD and brochures for RRF	18,000
Advertising – monthly RRF advertisement	72,000
	130,000

Website

The website will be designed and built to meet the following aims:

- Provide informational resources to the target audiences
- Allow the public to submit feedback, complaints and other communications
- Emphasise MRCs policies around reducing, reusing and recycling
- Provide a fresh face for MRC
- Provide a social networking platform that allows community groups to interact; and
- Provide content management tools for documents and policies

Upgrade has been split into two phases – the first was funded during 08/09. The second phase will follow successful completion of the first phase and will essentially focus on providing interactivity so that the website becomes a site for dialogue in addition to being a site people go to for information. The complaints management system for the RRF and for Tamala Park operations will be developed here; as will an outline forum for Earth Carers, to link Earth Carers and to allow them to share ideas to do with waste minimisation and reduction including blogs. If we wish to develop a member-council only access section it would be done as part of this phase, and we may wish to develop a customer-only access section.

New Initiatives

\$40,000 – Setup of RRF Visitors centre to educate visitors about the RRF and what they should do to minimise waste and ensure that contaminants are kept out of the bin

\$20,000 – RRF Open Day 2010. Likely not to be supported.

\$30,000 – Schools program to build good levels of knowledge about waste management, and to support and encourage appropriate waste behaviours.

\$10,000 – Communication to non English-speaking people who currently are unable to receive the waste education messages. Was identified as an important activity by the Technical Working Group.

\$20,000 – Data collection and reporting. It is part of the communication process to feedback the results in terms of waste diversion and recycling. If not funded, it will be harder to convince people of the need to act differently,

and of the effectiveness of doing so. Was identified as an important activity by the Technical Working Group.

Contract costs for Marketing and Education Manager has been transferred to Contractors Costs under 'the heading' Contractors and Consultants.

- Consultants and Labour Cost \$804,600

Budget 2009/2010 also makes provision for the use of consultants for the execution of designated functions associated with the business. These functions are in addition to, albeit complementary, those functions performed by employees and contracted personnel.

Designated functions are as follows:

Consultancy

Tamala Park

HR Support	\$ 25,000
Financial & Business Advice	\$ 50,000
Environmental Support	\$ 25,000
Technical Support & Advice	\$ 20,000
Technical Consultancy – Building	\$ 37,000
	\$157,000

RRF

Specialist Project Consultants	\$ 50,000
Financial	\$ 10,000
Insurance	\$ 10,000
Legal Support	\$ 50,000
	\$120,000

Total Consultancy \$277,000

Contract Labour

Tamala Park

Environmental Officer	\$90,000
New Land Purchase	
Tender Process, Evaluation & Project Mgt	\$ 65,000
Zero Waste Plan	
Project Management	\$ 30,000
Financial Workshops, Modelling and support	\$ 60,000
Finance Staff – Temporary	\$ 25,000
Admin Staff – Temporary	\$ 7,000
Operator Relief/Labour Hire	\$ 6,600
Mechanic Relief	\$ 16,800
Emergency Exercise	\$ 12,200
Marketing & Education Manager	\$100,000
Others	
ECU Master Project	\$5,000
Landfill Gas and Power	\$15,000
Airspace Consumption	\$5,000
	\$437,600

RRF

Contract Management	\$80,000
Temporary Staff	\$ 10,000
	\$90,000

Total Contract Labour	\$527,600	
Total Consultant and Contract Labour	\$804,600	
• Research and Planning Cost		\$341,000
Municipal Waste Advisory Council Standard Contributions	\$36,000	
Strategic Plan Implementation	\$100,000	
CPRS/NGER Registration, Fuel Data Collection, Research, Testing and Measurement Programs	\$75,000	
Landfill Gas Migration Investigation & Remediation Program	\$100,000	
Main Gate Traffic Study	\$ 25,000	
Others	\$ 5,000	
Total		\$341,000

TOTAL CAPITAL EXPENDITURE

2009/2010

Proposals for Capital Expenditure within the context of Budget 2009/2010 are detailed on Attachment Two. The key items are as follows:

- Landfill Excavations - \$11,788,700

This project related to the construction of Stage 2 Phase 3 which will be the final 'cell' for Tamala Park. The project is on-going since 2007/08 and includes the excavation and lining costs which is scheduled to be completed by June 2010.

\$4.5m will be bought forward from 2008/09 (refer below) making a grand total of \$16.3m.

- Workshop Extension - \$250,000

This workshop extension is required for Council's maintenance of the major/critical machinery and allow for the New Bomag Compactor to be accommodated in the workshop for servicing as well as cater for undercover welder's work area for refurbishing of fleet of transfer station's bins.

- Tarpomatic System - \$240,000

To provide temporary daily cover which will generate savings in airspace through discontinuation of daily usage of limestone cover and is subject to DEC authorisation in line with Landfill License requirements.

2008/2009

The following projects are currently in progress and the unexpended budget allocated in 2008/2009 for these items need to be carried forward to 2009/2010 and incorporated as part of the Capital Budget for 2009/2010.

- Landfill Excavation - \$4.5m
 The excavation is in progress and will be completed in 2009/2010
- Purchase for Land - \$12.0m

-
- This relates to cost of purchase of land for the new landfill site beyond Tamala Park
- Resource Recovery Facility - 0.83m
The weighbridge office and education building is currently under construction and is expected to be completed in July 2009
 - Surveillance and Boom Gates 0.015m
Surveillance and Boom gates for the weighbridge at Tamala Park
- \$17.345m**

Funding Plan

The proposed funding plan for 2009/2010 budgeted expenditure is as follows:

- operating expenditure is to be covered by income primarily from the Gate fees, gas power generation income, and sale of recyclables resulting in an estimated surplus of \$1.7m approximately. This surplus needs to be retained to meet the loan repayments and capital expenditure requirements of the Council in line with the Strategic Financial Plan
- infrastructure costs in relation to the Resource Recovery Facility is to be funded from the existing loan facilities
- the expenditure for Phase 3 will be funded from the surplus funds available and a dedicated Loan facility of \$6.6m approved at the July 2008 Ordinary Council Meeting
- purchase of land will be funded by a dedicated loan which will be approved prior to the purchase
- the remaining ongoing Capital Expenditure is to be funded from the surplus of \$1.7m projected for the year (as noted above)

The 20 year Strategic Financial Plan was approved at the July 2008 Ordinary Council Meeting. One of the fundamental assumptions of the Strategic Financial Plan is that the annual surpluses will be retained by Mindarie Regional Council to fund the ongoing Capital Expenditure requirements of the organisation with the view to establishing Mindarie Regional Council as a self-funding and viable organisation going forward.

In line with this plan, the surpluses to date and future years will be retained by the Mindarie Regional Council as approved by the Council at its August 2005 Ordinary Council Meeting.

Overdraft

Mindarie Regional Council currently has an overdraft facility of \$1m that is reviewable every six (6) months (September and March). It is recommended that this facility be increased to \$5m to cover any shortfall in the working capital of the Council and any payments that may eventuate at short-notice under the terms of RRF agreement.

Under the Resource Recovery Facility Agreement, MRC is required to pay the first \$5m of any claims, determined in favour of BioVision, promptly within 20 days of determination, as required by the Financing Parties.

Loans

The loans repayment schedule is in line with the Strategic Financial Plan and all loans are expected to be repaid by 2016/2017 utilising funds obtained from annual surpluses.

Other Matters

The process for withdrawal of any Member Councils from MRC is contained in the current Constitution and will be dealt with in line with the terms and conditions of the Constitution.

STATUTORY ENVIRONMENT

The final draft of the Budget is available for Council consideration and approval prior to end August 2009, in accordance with provision of the Local Government Act 1995 is required.

POLICY IMPLICATIONS

Not applicable

FINANCIAL IMPLICATIONS

As detailed

STRATEGIC IMPLICATIONS

The draft Budget 2009/2010 is consistent with the Council's twenty year Strategic Plan, Strategic Financial Plan (2008/09 – 2027/28) and Annual Business Plan for 2009/2010.

COMMENT

The Budget formulation process has been conducted in accordance with the plan previously approved by Council on 23 April 2009.

The draft Budget for 2009/2010 has been finalised and is now tabled for Council's consideration. The Budget is consistent with the information contained in the respective year in the twenty year Strategic Plan and Strategic Financial Plan (2008/09 – 2027/28) and the associated Business plan for 2009/2010.

The proposed approach for an improved Budget formulation process for the Financial Year 2010/2011 is for the administration to liaise with Member Council staff to better understand these processes elsewhere, and to then present a proposed plan for Council consideration at its December Ordinary Council Meeting.

Technical Working Group

The Budget Papers were circulated to TWG members by email on 10 July 2009 for comment and nil response was received.

RECOMMENDATION

That Council:

- (i) adopt the draft Budget for the Mindarie Regional Council for Financial Year 2009/2010**
- (ii) endorse the on-going strategy of deferred payment of operational surplus, as approved by Council at its August 2005 meeting, for the FY 2005/2006 and future years to meet its on-going capital requirements**
- (iii) approve the increase in the overdraft facility of \$5 million to manage cash flow 'short falls' during FY 2009/2010 and future years as well as accommodate any payment at short-notice, that may eventuate under the terms of the RRF agreement**
- (iv) approve the capital budget allocation of \$17.345m in respect of the Landfill Excavation, Purchase of Land and RRF infrastructure to be carried forward from 2008/2009 to 2009/2010**
- (v) note that the loan of \$6.6m approved in 2008/2009 to fund the Phase 3 landfill excavation will be drawn in 2009/2010**

(Absolute Majority required)

**ATTACHMENT ONE
TO ITEM 8.2.3
ORDINARY COUNCIL MEETING
23 JULY 2009**

**OPERATION STATEMENT BY NATURE & TYPE
OPERATION STATEMENT BY PROGRAM**

Mindarie Regional Council
INCOME STATEMENT BY NATURE AND TYPE
Proposed Budget for 2009/2010

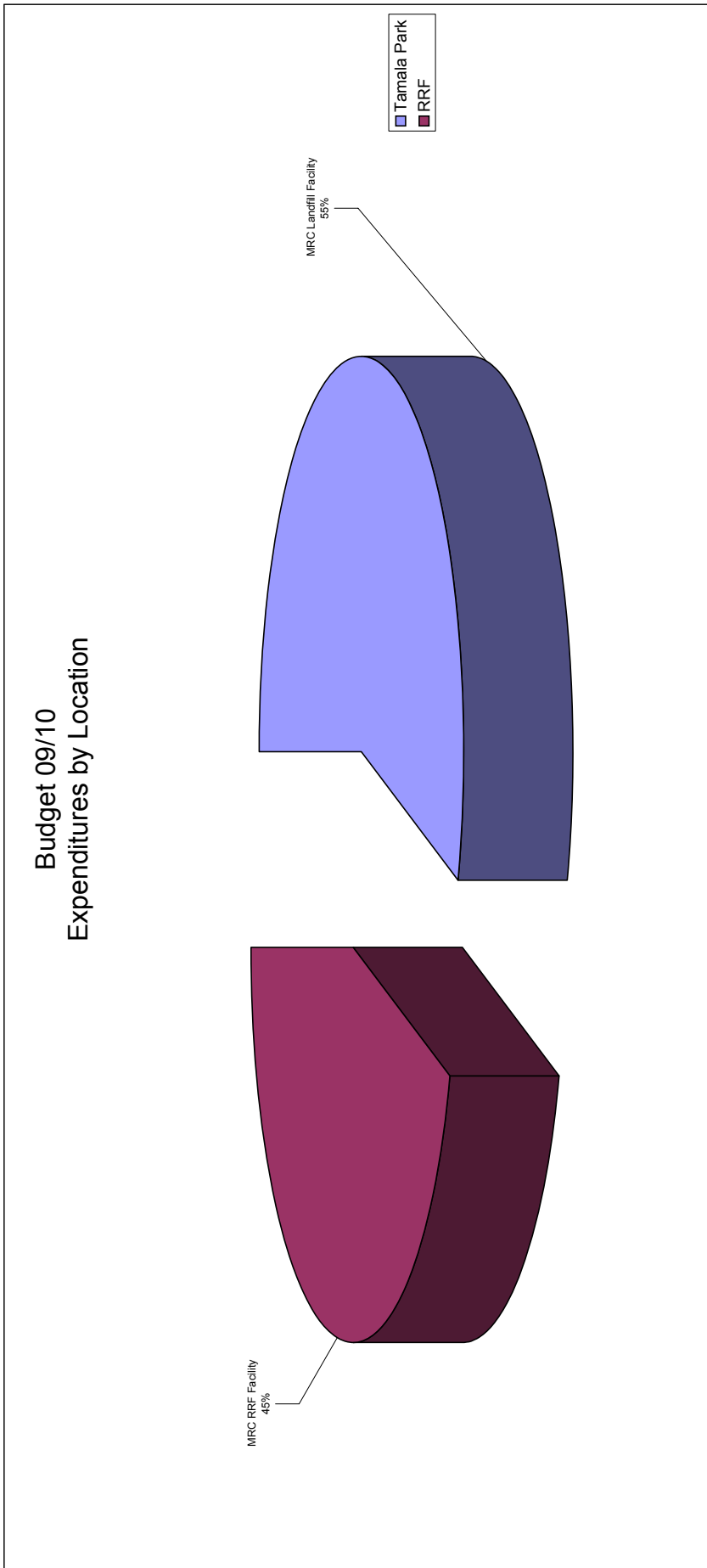
Description	Proposed Budget 2009/2010	Estimated 30 June 2009	Adopted Budget 2008/2009
Revenue from Ordinary Activities			
User Charges			
User Charges - City of Perth	1,930,400	781,357	983,800
User Charges - City of Waneroo	7,570,900	3,947,864	4,136,900
User Charges - City of Joondalup	7,418,100	3,424,378	3,580,200
User Charges - City of Stirling	8,376,000	5,166,065	4,942,300
User Charges - Town of Cambridge	1,224,000	570,358	710,900
User Charges - Town of Vincent	1,687,800	767,688	759,300
User Charges - Town of Victoria Park	1,728,200	698,846	782,200
User Charges - RRF Residues	1,980,000	0	0
Total Member User Charges	31,915,400	15,356,556	15,895,600
User Charges - City of South Perth	337,100	1,346,145	279,500
User Charges - Casual Tipping Fees	5,018,140	4,257,212	3,636,400
Total User Charges	37,270,640	20,959,914	19,811,500
Service Charges			
Sale of Recyclable Materials	240,000	245,563	350,000
Sale of Limestone	0	943	0
Gas Power Generation Sales	550,000	851,406	450,000
Grants & Subsidies	320,000	105,345	73,000
Contributions, Reimbursements & Donations	340,100	500,698	220,400
Interest Earnings	369,200	663,637	544,100
Other Revenue	10,200	11,656	10,200
	39,100,140	23,339,162	21,459,200
Expenses from Ordinary Activities			
Employee Costs	4,300,140	3,723,482	3,746,540
Materials and Contracts			
Consultants and Contract Labour	804,600	580,050	581,500
Communications and Public Consultation	722,800	676,663	663,600
Landfill Expenses	1,057,400	1,170,472	784,000
Office Expenses	259,500	303,671	326,850
Information System Expenses	399,300	374,563	314,800
Building Maintenance	129,200	81,690	82,900
Plant and Equipment Operating and Hire	1,027,800	924,552	1,191,800
RRF Operations	15,355,000	0	0
Waste Minimisation Project	316,000	0	0
Utilities	131,300	110,216	101,600
Depreciation	1,159,080	1,103,092	1,196,777
Borrowing Cost Expenses	1,417,000	1,487,638	1,506,400
Insurance	127,400	116,089	127,900
DEP Landfill Levy	4,699,700	2,548,587	2,469,800
Land Lease/Rental	590,000	558,881	600,000
Other Expenditure			
Member Costs	149,500	122,217	101,200
Administration Expenses	159,000	157,363	151,250
Amortisation (LandFill)	4,054,200	4,837,500	4,837,500
Amortisation (RRF)	534,600	0	0
	37,393,520	18,876,725	18,784,417
Profit on Sale of Assets	27,800	7,000	7,948
Loss on Sale of Assets	28,700	25,914	0
	(900)	(18,914)	7,948
Changes in Net Assets Resulting from Operations	1,705,720	4,443,523	2,682,731

Mindarie Regional Council
INCOME STATEMENT BY PROGRAM
 Proposed Budget for 2009/2010

Description	Proposed Budget 2009/2010	Estimated Actual 30 June 2009	Adopted Budget 2008/2009
Revenue from Ordinary Activities			
Community Amenities	39,100,140	23,339,162	21,459,200
Total Operating Revenues	39,100,140	23,339,162	21,459,200
Expenses from Ordinary Activities			
Governance	149,500	122,217	101,200
Community Amenities	18,627,620	15,543,391	15,985,017
Other Property and Services	1,027,800	1,723,480	1,191,800
Resource Recovery Facility	16,171,600	0	0
Total Operating Expenses	35,976,520	17,389,087	17,278,017
Profit on Sale of Assets			
Community Amenities	27,800	7,000	7,948
Total Profit on Sale of Assets	27,800	7,000	7,948
Loss on Sale of Assets			
Community Amenities	28,700	25,914	0
Total Profit on Sale of Assets	28,700	25,914	0
Borrowing Costs Expense			
Community Amenities	880,400	1,487,638	1,506,400
Resource Recovery Facility	536,600		
Total Borrowing Cost Expense	1,417,000	1,487,638	1,506,400
Net Result	1,705,720	4,443,523	2,682,731

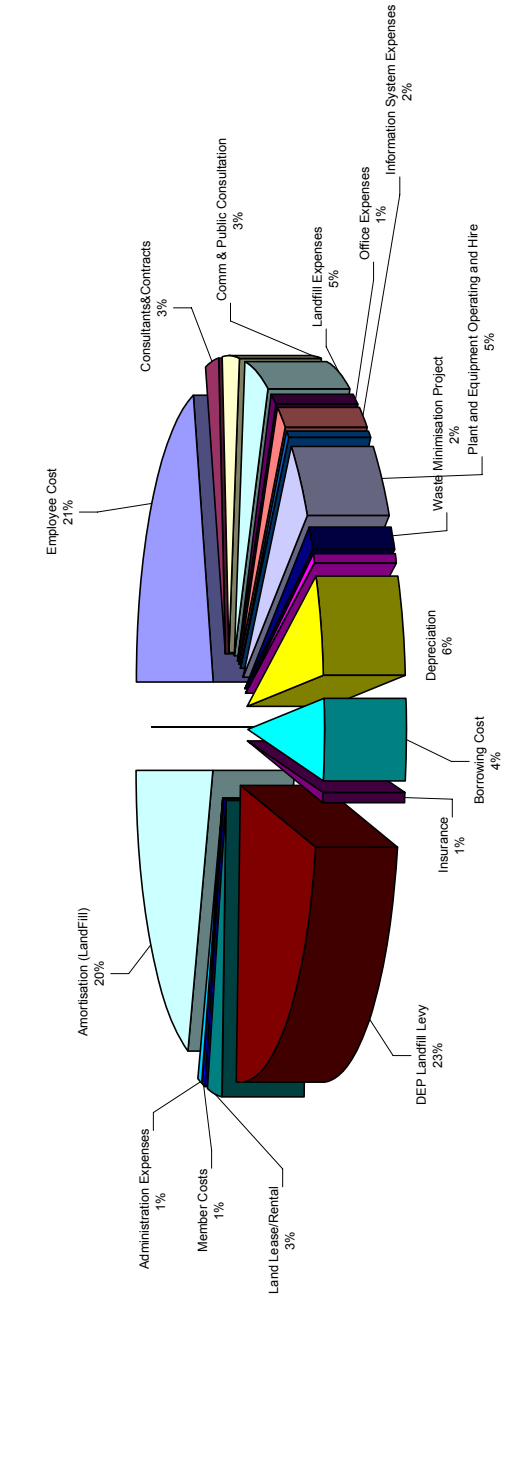
Mindarie Regional Council
INCOME STATEMENT BY PROGRAM
 Proposed Budget for 2009/2010

Description	Proposed Budget 2009/2010	Estimated Actual 30 June 2008	Adopted Budget 2008/2009
Revenue from Ordinary Activities			
Community Amenities	39,127,940	23,346,162	21,467,148
Total Operating Revenues	39,127,940	23,346,162	21,467,148
Expenses from Ordinary Activities			
Governance	149,500	122,217	101,200
Community Amenities	19,536,720	17,056,943	17,491,417
Other Property and Services	1,027,800	1,723,480	1,191,800
Resource Recovery Facility	16,708,200	0	0
Total Operating Expenses	37,422,220	18,902,639	18,784,417
Net Result	1,705,720	4,443,523	2,682,731

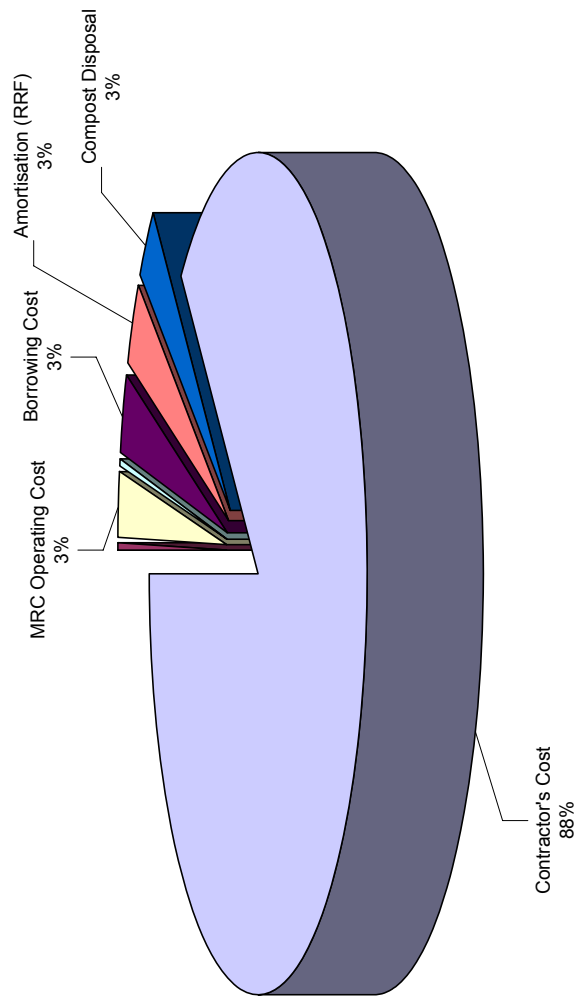


Budget 09/10
 MRC Landfill Facility Expenditures

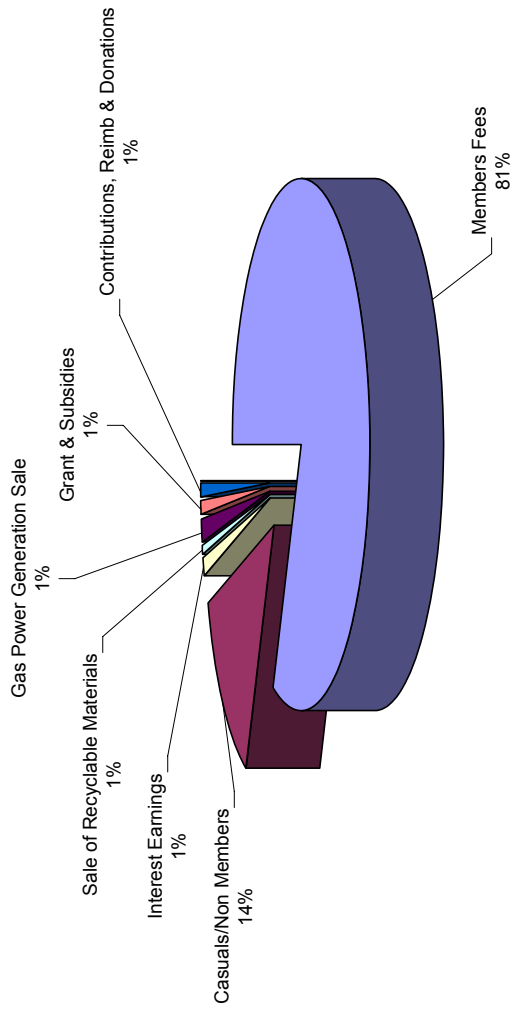
- Employee Cost
- Consultants&Contracts
- Comm & Public Consultation
- Landfill Expenses
- Office Expenses
- Information System Expenses
- Building Maintenance
- Plant and Equipment Operating and Hire
- Waste Minimisation Project
- Utilities
- Depreciation
- Borrowing Cost
- Insurance
- DEP Landfill Levy
- Land Lease/Rental
- Member Costs
- Administration Expenses
- Amortisation (LandFill)
- Loss on Sale



Budget 09/10
MRC RRF Facility Expenditures



Budget 09/10
Total Revenue



- Members Fees
- Casuals/Non Members
- Interest Earnings
- Sale of Recyclable Materials
- Gas Power Generation Sale
- Grant & Subsidies
- Contributions, Reimb & Donations
- Other Revenue

**ATTACHMENT TWO
TO ITEM 8.2.3
ORDINARY COUNCIL MEETING
23 JULY 2009
SCHEDULE OF CAPITAL EXPENDITURE
SCHEDULE OF DISPOSAL OF ASSETS**

Mindarie Regional Council
NOTES TO AND FORMING PART OF THE BUDGET
 For the year ending 30 June 2010

Proposed Budget
2009/2010

The following assets are budgeted to be acquired during the year

BY PROGRAM

Community Amenities

Machinery and Equipment	297,000
Furniture and Equipment	75,900
Land and Buildings	12,275,000
Infrastructure - Operations	107,000
Infrastructure - Resource Recovery Facility	829,000
Infrastructure - Landfill Excavations	16,288,700
	29,872,600

Other Property and Services

Plant and Vehicles	425,400
	425,400
	30,298,000

BY CLASS

Plant and Vehicles	425,400
Machinery and Equipment	297,000
Furniture and Equipment	75,900
Land and Buildings	12,275,000
Infrastructure - Operations	107,000
Infrastructure - Resource Recovery Facility	829,000
Infrastructure - Landfill Excavations	16,288,700
	30,298,000

Mindarie Regional Council
NOTES TO AND FORMING PART OF THE BUDGET
For the year ending 30 June 2010

	Proposed Budget 2009/2010	Notes
The following assets are budgeted to be acquired during the year.		
PLANT, VEHICLES AND MACHINERIES		
Plant and Vehicles		
Replacement of Operation's Foreman Vehicle	38,500	1
Replacement of Operation's Manager Vehicle	47,900	1
Replacement of Fire Vehicle	45,500	1
Replacement of Executive Vehicle	51,000	1
Replacement of Executive Vehicle	50,000	1
Replacement of Skid Steer Loader No.2	85,000	
Replace 2x 30m3 Transfer Bins	27,000	
Replacement Workshop Vehicle	29,500	1
Vehicle Tray - Welder's vehicle	7,000	
New Utility Vehicle-Marketing and Education	44,000	2
	425,400	
Machinery and Equipment		
New Tarpomatic System	240,000	3
New LGF Monitoring System	20,000	4
New Paint Can Crusher	30,000	5
Upgrade Recycling Centre Cameras	7,000	
	297,000	
TOTAL PLANT, VEHICLES AND MACHINERIES	722,400	
FURNITURE AND EQUIPMENT		
Computer Equipment		
Replacement of Laptop (Operations Manager)	3,500	
Replacement of Desktop PC (Finance Officer-Reporting)	1,500	
Replacement of Desktop PC (Foreman)	1,500	
Replacement of Desktop PC (Environmental Officer)	1,500	
Replacement of Laptop (Administration Manager)	2,500	
Replacement of Laptop (Waste Education Officer)	2,500	
Various replacement printers and computing equipments	15,000	
New Desktop PC (Finance Officer-Accts Payable,Budget, IT)	1,500	
Additional UPS System (Admin and Recycling)	2,000	
	31,500	
Office Furniture & Equipment		
Replacement of Furniture and Equipment	26,400	6
Purchase of New Office Equipment	13,000	6
3x Storage Cabinets	5,000	
	44,400	
TOTAL FURNITURE AND EQUIPMENT	75,900	

Mindarie Regional Council
NOTES TO AND FORMING PART OF THE BUDGET
 For the year ending 30 June 2010

	Proposed Budget 2009/2010	Notes
BUILDING		
Building		
Workshop Extension	250,000	7
Ground Maintenance Shed	10,000	8
Chemical Toilet Facilities	15,000	9
TOTAL BUILDINGS	275,000	
LAND		
Land		
<i>brought forward items:</i>		
Land Purchase (New Landfill Site)	12,000,000	
TOTAL LAND	12,000,000	
<hr/>		
TOTAL LAND AND BUILDINGS	12,275,000	
INFRASTRUCTURE		
Operations		
Litter Control Fences	75,000	10
Reticulation	7,000	
Upgrade Recycling Centre Water Main	10,000	11
<i>brought forward items:</i>		
Surveillance and Boom Gate	15,000	
	107,000	
Resource Recovey Facility		
<i>brought forward items:</i>		
Site Infrastructures	829,000	
	829,000	
<hr/>		
TOTAL INFRASTRUCTURE	936,000	
LANDFILL EXCAVATIONS		
Excavation - Phase 3 Stage 2		
Construction	8,208,700	
Design	300,000	
Excavation/Earthworks	3,220,000	
MRC Project Manager	40,000	
Siteworks, Survey, etc.	20,000	
Sub total	11,788,700	
<i>brought forward items:</i>		
Excavation budget 08/09	4,500,000	
TOTAL LANDFILL EXCAVATIONS	16,288,700	

Mindarie Regional Council
NOTES TO AND FORMING PART OF THE BUDGET
For the year ending 30 June 2010

	2008/2009 Net Book Value	2009/2010 Sale Proceeds	2009/2010 Profit (Loss)
DISPOSAL OF ASSETS			
The following assets are budgeted to be disposed during the year			
BY PROGRAM			
Other Property and Services			
Nissan Patrol - 1CFN592 (Plant 38)	22,300	(24,000)	1,700
Nissan Navarra DX Dual Cab (Plant 42)	18,900	(25,000)	6,100
Cardboard Bailing Unit (Plant 23)	0	(20,000)	20,000
Tana 400 - 1BNS433 (Plant 16)	147,500	(143,000)	(4,500)
Skid Steer Loader - 1CHE149 (Plant 39)	30,200	(22,000)	(8,200)
Nissan 4WD Fire Fighting Ute (Plant 10)	7,900	(6,000)	(1,900)
Ford Territory (Plant 48)	36,200	(26,000)	(10,200)
Ford FG (Plant 55)	29,900	(26,000)	(3,900)
	292,900	(292,000)	(900)
BY CLASS			
Plant and Vehicles			
Nissan Patrol - 1CFN592 (Plant 38)	22,300	(24,000)	1,700
Nissan Navarra DX Dual Cab (Plant 42)	18,900	(25,000)	6,100
Cardboard Bailing Unit (Plant 23)	0	(20,000)	20,000
Tana 400 - 1BNS433 (Plant 16)	147,500	(143,000)	(4,500)
Skid Steer Loader - 1CHE149 (Plant 39)	30,200	(22,000)	(8,200)
Nissan 4WD Fire Fighting Ute (Plant 10)	7,900	(6,000)	(1,900)
Ford Territory (Plant 48)	36,200	(26,000)	(10,200)
Ford FG (Plant 55)	29,900	(26,000)	(3,900)
	292,900	(292,000)	(900)
Summary			Budget
Profit on Sale of Disposal			27,800
Loss on Sale of Disposal			(28,700)
			(900)

JUSTIFICATION FOR CAPITAL EXPENDITURE FY 9/10

PLANT, VEHICLES AND MACHINERIES

Replacement Program

1. REPLACEMENT OF VARIOUS VEHICLES

Cost \$262,000

The estimate for vehicles is based on the Government Vehicle Pricing List and an estimate to cover the additional operational accessories/extras.

New Program

2. UTILITY VEHICLE – MARKETING AND EDUCATION

Cost \$44,000

The Marketing and Waste Education Unit requires a dedicated vehicle to be used for marketing and waste education purposes. The vehicle would be large enough to use for small tour groups who are visiting Tamala Park and the RRF at Neerabup. In addition it would be fitted with a towbar and would be used to tow 'The Roaming Recycler' Waste Education Trailer to various community events. It is envisaged that the vehicle would be used extensively for these two functions and having a vehicle dedicated for this use would ensure that a vehicle is always available to tow the trailer, particularly after-hours and on weekends.

Four additional points to add to the justification:

- It would be used also to transport banners and materials for the Earth Carers courses.
- We need a vehicle that can be driven by someone with a standard license, not a special bus license.
- The vehicle would be diesel so it can be 'filled' up on site.
- An added benefit of this vehicle is that the seats fold away completely into the floor which make it a good storage space for transport of materials to and from events and displays and it provides extra space for tall and deep items such as the ironing board man which travel to community events.

3. TARPOMATIC SYSTEM

Cost \$240,000

- 75m³ less limestone cover used daily
- Cover saving of 27,150m³ or 38,000 tonnes per year
- Airspace gained has potential to generate \$2,172,000.00 income
- Potential to increase landfill life by one month per annum

The implementation of the Tarpomatic System is subject to DEC authorisation for the change to the Landfill Licence requirements for cover material.

4. LANDFILL GAS MONITORING SYSTEM

Cost: \$20,000

Five units required 1 per engine to measure landfill gas destroyed.

- Measurement required to conduct CPRS/NGER investigation

5. PAINT CAN CRUSHER

Cost: \$ 30,000

Purchase of paint can crusher to crush and drain paint cans up to 20 litres in one operation, paint is drained into a 200 litre drum under the crusher.

- In 2008 352 work hours were required to process 13,000 litres of paint manually at the Recycling Centre
- Using the paint can crusher the same volume of paint could be processed in 60 work hours
- There would be the potential to reduce the number of Recycling Centre staff required
- 2 staff suffered injuries as a result of the manual paint collection at Tamala Park
- OSH issues for staff handling oil based paints and solvents

FURNITURE AND EQUIPMENT

Replacement Programs

Cost \$26,400

- Workstation desks, pedestals, filing cabinets
 - To replace the ageing old office furniture to the existing staffs and to provide for the new staff.
- Office Work Chairs
 - To replace the ageing old office chairs and to provide for the new staff members.
- Staff Room Furniture
 - Replace old and damaged kitchen furniture and appliances.0

New Programs

Cost \$13,000.00

- Electronic White Board
 - This equipment will be used during the Staff Meetings, Staff Trainings, Committee Meetings, Industry Meetings and various presentations.
- Data Projector

- To cater the on-going presentation on Waste Management Education, Staff Trainings and Various Programs and Presentations.

BUILDING

7. WORKSHOP EXTENSION

Cost \$250,000

The workshop extension is required for the Council's maintenance staff to conduct repairs and maintenance to critical landfill machines in a safe stable environment with ready access to tools and equipment and provide an undercover welders work area for refurbishing the Council's fleet of transfer station bins.

- New Bomag compactor cannot be fitted fully into the current workshop
- 2 MRC operations staff have been injured when using faulty transfer station bins, as a result the Council has embarked on an rigorous inspection and repair program to ensure injuries do not occur again
- Welding repairs conflict with machine repairs and servicing as both operations are conducted in the area of the workshop, causing delays and hire of replacement equipment
- A MIG welder cannot be used outside because the shielding gas is dispersed by the lightest of winds and weld quality suffers
- Tamala Park because of its location endures constant windy conditions
- There is an extreme fire risk when welding and grinding operations are conducted outside due to blown litter and debris
- No welding operations can be conducted on the tip face because of the presence of methane and other explosive gases
- Stick or electrode welding cannot be conducted at the Transfer Station or the Recycling areas as the public cannot be protected against welding flash injuries
- Moving the bins offsite for the repair has proved to be ineffective as the repairs have taken 2 weeks to 3 months to be completed.

8. GROUND MAINTENANCE SHED

Cost: \$10,000

To provide central secure storage for the ground maintenance equipment

- Currently ground maintenance is stored in an already over crowded workshop which is a source of OSH issues for workshop staff particularly when volatile fuels for the equipment is stored alongside welding equipment
- Provide additional secure storage for chemicals used by the ground staff
- Provide storage for volatile fuels used by ground maintenance equipment

9. CHEMICAL TOILET FACILITIES

Cost: \$15,000

To provide public handicapped toilet facilities at the Recycling Centre and the Waste Education Hub as an alternative to brick and mortar toilets.

- Recycling Centre toilet requested by our elderly customers as an alternative to the public toilets 250 metres away opposite the weighbridge
- The toilet at the Education Hub is for use by tour groups particularly the child tour groups

INFRASTRUCTURE

10. LITTER CONTROL FENCES

Cost: \$75,000

Install 2 litter fences to North of Stage II Phase I

- Contain blown plastic waste when landfill level continues above ground level
- Ongoing compliance with Landfill Licence

11. UPGRADE RECYCLING CENTRE WATER MAIN

Cost: \$10,000

To increase water mainline to Recycling Centre at Tamala Park

- FESA recommended that the Recycling Centre requires 3 fire hoses to be operated simultaneously
- Current waterline only sufficient for 1 fire hose

**ATTACHMENT THREE
TO ITEM 8.2.3
ORDINARY COUNCIL MEETING
23 JULY 2009
SCHEDULE OF FEES – NON MEMBER**

MINDARIE REGIONAL COUNCIL
"TAMALA PARK" REFUSE AND RECYCLING CENTRE
SCHEDULE OF PROPOSED FEES AND CHARGES 2009/2010
Effective 1 July 2009

		PROPOSED Fee (GST inclusive) from 1 July 2008	GST Payable to ATO	PROPOSED Fee (GST inclusive) from 1 July 2009	GST Payable to ATO
1	(a) GENERAL ENTRY General waste and household rubbish (domestic) excepting liquid waste, swill or semi liquid waste. Charge per tonne Minimum charge for entry to site	\$100.00 \$8.00	\$9.00 \$0.73	\$120.00 \$10.00	\$10.91 \$0.91
	(b) Swill or Semi Liquid Waste	Not Accepted		Not Accepted	
	(c) In the event of weighbridge breakdown due to power failure, maintenance or repairs the following fees shall apply to (a) above (I) All vehicles carrying uncompacted waste - per wheel of truck or trailer (larger than 1.8mx1.2m) Trailer (1.8mx1.2m or less) (II) All vehicles carrying compacted waste - per wheel of truck or trailer	\$30.00 \$30.00 \$60.00	\$2.73 \$2.73 \$5.45	\$35.00 \$35.00 \$70.00	\$3.18 \$3.18 \$6.36
	(d) Asbestos - whole loads per tonne (incl burial fee)	\$150.00	\$13.64	\$200.00	\$18.18
	(e) Unweighed Load (Drive-Aways)	50	4.50	\$50.00	4.55
2	SPECIAL BURIALS (SUPERVISED) At the discretion of the Site Controller in addition to the tonnage rates Charge per 5 cubic metres	\$160.00	\$14.55	\$180.00	\$16.36
3	CONTROLLED WASTE PER TONNE	\$180.00	\$16.36	\$200.00	\$18.18
4	SPECIAL COMMERCIAL TERMS In Lieu of the charges in 1, 2 & 3 above the following apply:				
	(a) Motor bodies and old machinery each item	\$25.00	\$2.27	\$25.00	\$2.27
	(b) Animal Carcasses Small domestic animals Large animals (Sheep and cattle etc)	\$8.00 \$20.00	\$0.73 \$1.82	\$8.00 \$20.00	\$0.73 \$1.82
	(c) Car Tyres only (Max disposal 4) - per 4 tyre, pro rata for < 4 Per tonne	\$15.00 \$300.00	\$1.36 \$27.27	\$15.00 \$300.00	\$1.36 \$27.27
	(d) Safe sharp containers 7 litre or less each Over 7 litres per litre	\$13.00 \$1.30	\$1.18 \$0.12	\$13.00 \$1.30	\$1.18 \$0.12
	(e) Light weight bulk material less 300 kg Per cubic metre - each cubic metre	\$30.00	\$2.73	\$50.00	\$4.55
5	Infringement Agency Costs Debt Collection Fee	Debt Collection Agency's Costs plus 20% Admin Fee		Debt Collection Agency's Costs plus 20% Admin Fee	
	(a) (b) Dishonoured Cheque Fee	\$15.00	\$1.36	\$15.00	\$1.36

**ATTACHMENT FOUR
TO ITEM 8.2.3
ORDINARY COUNCIL MEETING
23 JULY 2009
SUPPLEMENTARY INFORMATION –
DETAILED BUDGET BY LINE ITEMS**

No.	Name	Existing Tamala Park Operations	RRF	Budget 2009/2010	Estimated Actual 30 June 2009	Budget 2009/2009	Budget Increase / (Decrease)
2010 Operating Income							
2050 Fees Charges and Penalties							
2100 Tipping Fees							
2110	Member Council Charges	31,915,400		31,915,400	15,356,556	15,895,600	16,019,800
2150	Non Member Charges	337,100		337,100	1,346,145	279,500	57,600
2155	Casual Fees	5,018,140		5,018,140	4,257,212	3,636,400	1,381,740
2199	Total Tipping Fees	37,270,640		37,270,640	20,959,914	19,811,500	17,459,140
2200 Other Fees and Charges							
2210	Recyclable Sales	240,000		240,000	245,563	350,000	(110,000)
2220	Limestone Sales	-		-	943	0	0
2240	Sundry Fees	-		-	-	0	0
2259	Total Other Fees and Charges	240,000		240,000	246,506	350,000	(110,000)
2299	Total Fees Charges and Penalties	37,510,640		37,510,640	21,206,419	20,161,500	17,349,140
2300 Contributions & Donations							
2310	Contributions	85,600		85,600	122,615	122,600	(37,000)
2359	Total Contributions & Donations	85,600		85,600	122,615	122,600	(37,000)
2360 Reimbursements							
2365	Debt Recovery	-		-	-	0	0
2370	Member Councils	-		-	-	0	0
2380	Legal Fees	-		-	-	0	0
2390	Other Reimbursements	254,500		254,500	378,083	97,800	156,700
2399	Total Reimbursements	254,500		254,500	378,083	97,800	156,700
2400 Gas Power Generation Income							
2410	Gas Power Royalties	50,000		50,000	52,368	50,000	0
2420	Sale of REC's (Renewable Energy Certificate)	500,000		500,000	799,038	400,000	100,000
2430	Gas Power Other	-		-	-	0	0
2499	Total Gas Power Generation Income	550,000		550,000	851,406	450,000	100,000
2500 Other Income							
2525	Rebates Received	10,000		10,000	11,450	10,000	0
2540	Miscellaneous Income	200		200	207	200	0
2599	Total Other Income	10,200		10,200	11,656	10,200	0
2700 Grants - Operating							
2710	Grants Recycling Services	-		-	-	-	-
2711	Zero Waste Plan	320,000		320,000	73,018	73,000	247,000
2720	Other Grants	-		-	32,327	0	0
2759	Total Grants - Operating	320,000		320,000	105,345	73,000	247,000
2760 Grants - Non Operating							
2770	Other Non-Operating Grants	-		-	-	-	0
2779	Total Grants - Non Operating	-		-	-	-	0
2800 Interest Earnings							
2810	Interest - Municipal Fund	369,200		369,200	663,637	544,100	(174,900)
2820	Interest - Reserve Fund	-		-	-	0	0
2830	Interest - Loan Fund	-		-	-	0	0
2899	Total Interest Earnings	369,200		369,200	663,637	544,100	(174,900)
2900 Profit on Asset Sales							
2910	Profit on Sale of Land	-		-	-	0	0
2915	Profit on Sale of Building	-		-	-	0	0
2920	Profit on Sale of Furniture & Equipment	-		-	-	0	0
2935	Profit on Sale of Plant & Machinery	27,800		27,800	7,000	7,948	19,852
2940	Profit on Sale of Infrastructure	-		-	-	0	0
2959	Total Profit on Asset Sales	27,800		27,800	7,000	7,948	19,852
2960 Reserve Transfer							
2965	Transfer From Reserve Funds	-		-	-	0	0
2995	Transfer To Reserve Funds	-		-	-	0	0
2999	Total Reserve Transfers	-		-	-	-	0
3999	Total Operating Income	39,127,940		39,127,940	23,346,162	21,467,148	17,660,792
4000 Operating Expenditure							
4100 Employee Costs							
4110 Salaries and Wages							
4120	Salaries	3,150,400		3,150,400	2,694,083	2,811,600	338,800
4130	Allowances	37,640		37,640	37,732	33,500	4,140
4199	Total Salaries and Wages	3,188,040		3,188,040	2,731,815	2,845,100	342,940
4200 Other Employee Costs							
4202	Medical Examinations	-		-	-	-	-

No.	Name	Existing Tamara Park Operations	RRF	Budget 2009/2010	Estimated Actual 30 June 2009	Budget 2008/2009	Budget Increase / (Decrease)
4205	Staff Training	114,700	-	114,700	93,661	90,200	24,500 Increase due to higher staff numbers and demand on operational training requirements.
4207	Staff Conferences	80,500	-	80,500	68,615	90,140	(9,640)
4210	Superannuation	338,000	-	338,000	293,252	282,300	55,700 Due to increase of staffs and Collective Workplace Agreement.
4215	Travelling Expenses	15,000	-	15,000	18,779	12,100	2,900 This increase was based on the actual for 08/09. The major expense was staff reimbursement of business related travelling based on kilometers travelled.
4220	First Aid Expenses	10,000	-	10,000	1,912	5,000	5,000 Additional defibrillators required on site (transfer station, admin, workshop & tip face)
4225	Staff Recruitment (Advertising, Consultants, etc)	38,000	-	38,000	38,851	38,000	0
4227	Staff Uniforms/Protective Clothing	34,400	-	34,400	29,832	38,100	(3,700)
4230	Wellness Programs	30,700	-	30,700	19,433	22,500	8,200 Increase in drug and alcohol testing cost and increase of staffing
4235	FBT Expenses	20,000	-	20,000	18,471	15,000	5,000
4240	OH&S Expenses	-	-	-	-	-	0
4245	EB Performance Package (Consultants)	-	-	-	-	-	0
4250	Workers Compensation Premium	136,600	-	136,600	123,028	120,300	16,300 Increase of staff numbers and increase in salary cost.
4260	HR Strategic Plan Costs	-	-	-	-	-	0
4299	Total Other Employee Costs	817,900	-	817,900	705,833	713,640	104,260
4300	Employee Provisions						
4310	Annual Leave	197,100	-	197,100	197,833	141,700	55,400 Increase due to higher staff numbers and lower provision for 08/09 Budget.
4315	Sick Leave	39,200	-	39,200	38,673	-	39,200 Sick leave was not budgeted in 08/09. Used the actual in 08/09 as the basis for 09/10 Budget.
4320	Long Service Leave	57,900	-	57,900	49,329	46,100	11,800 Increase due to higher staff numbers.
4359	Total Employee Provisions	294,200	-	294,200	285,834	187,800	106,400
4399	Total Employee Costs	4,300,140	-	4,300,140	3,723,482	3,746,540	553,600
5000	Materials and Contracts						
5100	Consultants and Contract Labour						
5110	Consultancy	157,000	120,000	277,000	133,082	157,000	120,000 Increase due to budget for RRF legal, insurances as required.
5130	Contract Labour External	437,600	90,000	527,600	446,967	424,500	103,100 Increase due to budget for RRF and Operations.
5159	Total Consultants and Contract Labour	594,600	210,000	804,600	580,050	581,500	223,100
5160	Communications and Public Consultation						
5165	Advertising & Promotions	22,500	-	22,500	12,687	21,500	1,000
5170	Corporate Communications Strategy	206,000	-	206,000	314,664	316,300	(110,300)
5180	Newsletter	-	-	-	95,451	72,000	(72,000)
5185	Waste Management Education	364,300	-	364,300	253,861	253,800	110,500 Increase of programs for Waste Education and development of Website
5190	Projects and SWMP Support	130,000	-	130,000	-	-	130,000 New Program
5199	Total Communications and Public Consultation	722,800	-	722,800	676,663	663,600	59,200
5200	Landfill Expenses						
5215	Clay Liner	-	-	-	-	15,000	(15,000)
5220	Recycling Contractors	256,000	-	256,000	474,451	175,700	80,300 Increase costs due to expected increase of E-Waste, Chemical Waste. Only chemical waste recouped from DEC.
5225	Limestone Cover	-	-	-	-	-	0
5226	Access Road Maintenance	62,400	-	62,400	55,424	76,500	(14,100) Reduction of maintenance cost due to comprehensive repair of main access and car parks in 08/09.
5227	Bushland Management	76,000	-	76,000	67,498	65,000	11,000
5230	Ground Water Management	82,000	-	82,000	79,681	82,000	0
5235	Research and Planning	341,000	-	341,000	82,019	85,000	256,000 Increased cost due to Carbon Emission Reporting and cost Shredder Trial and Implementation of Strategic Plan.
5240	Signs & Barricades	11,300	-	11,300	12,109	16,000	(4,700)
5245	Monitoring Program	88,200	-	88,200	121,758	118,600	(30,400)
5247	Zero Waste Plan	-	-	-	140,043	-	0
5290	Control Fencing Maintenance	13,200	-	13,200	10,803	13,200	0
5295	Site Operating	127,300	-	127,300	126,687	137,000	(9,700)
5299	Total Landfill Expenses	1,057,400	-	1,057,400	1,170,472	784,000	273,400
5300	Office Expenses						
5310	Staff Amenities	13,000	-	13,000	10,739	12,000	1,000
5312	Telecommunication Expenses	30,900	-	30,900	29,702	28,700	2,200 Increase of staffing and telephone costs.
5315	Courier Expenses	5,000	-	5,000	5,279	5,000	0
5320	Office Equipment Maintenance	4,000	-	4,000	723	500	3,500 Increase mainly due to higher costs of Christmas Functions in view of increased staff numbers and attendance level.
5325	Meals and Entertainment	29,000	-	29,000	21,511	24,500	4,500
5330	Periodicals/Publications	5,800	-	5,800	2,194	6,100	(300)
5335	Postage & Freight	8,000	-	8,000	5,452	8,000	0
5340	Photocopying Expenses	28,800	-	28,800	14,652	12,200	16,600 Increase usage of Photocopier, photocopying paper due increase of programs/projects (RRF, Marketing and Education)
5350	Stationery and Printing	15,600	-	15,600	14,950	11,100	4,500
5353	Sponsorships	-	-	-	99,096	109,500	(109,500)
5355	Subscriptions/Membership	33,800	-	33,800	29,683	34,650	(850)
5358	Rounding of Cents	100	-	100	(1)	100	0
5359	Cleaning of Buildings	55,000	5,000	60,000	44,454	47,300	12,700 Increase due to inclusion of cleaning for RRF and increased costs of cleaning.
5365	Minor Equipment (Admin)	10,500	-	10,500	10,519	10,000	500
5368	Other Administration Expenses	15,000	-	15,000	14,719	17,200	(2,200)
5369	Total Office Expenses	254,500	5,000	259,500	303,671	326,850	(67,350)
5370	Information Systems Expenses						
5375	Computer Software Licencing	50,900	-	50,900	33,000	32,800	18,100 Increase of licence requirements for Navision, Wasteman, TRIM, and other miscellaneous items.

No.	Name	Existing Tamara Park Operations	RRF	Budget 2009/2010	Estimated Actual 30 June 2009	Budget 2008/2009	Budget Increase / (Decrease)
5380	Computer Software Acquisitions	105,500		105,500	116,284	91,600	13,900
5385	Computer Systems Maintenance	230,600		230,600	220,335	178,600	52,000
5390	Computer Systems Consumables	10,000		10,000	2,985	5,000	5,000
5395	On-line Service Charges	2,300		2,300	1,980	6,800	(4,500)
5399	Total Information Systems Expenses	399,300	-	399,300	374,563	314,800	84,500
5400	Buildings Maintenance						
5410	Building Maintenance	55,700	10,000	65,700	45,368	50,900	14,800
5435	Building Maintenance - Pest Control	20,900		20,900	19,267	12,700	8,200
5440	Building Security	22,600	20,000	42,600	17,055	19,300	23,300
5459	Total Building Maintenance	99,200	30,000	129,200	81,690	82,900	46,300
5460	Plant and Vehicles Operating and Hire						
5465	Plant - Fuel and Oil	410,000		410,000	418,477	609,000	(199,000)
5470	Plant - MV Licences	6,700		6,700	5,215	6,000	700
5475	Plant - Tyres and Tubes	62,100		62,100	43,727	66,800	(4,700)
5480	Plant - Repair and Maintenance	256,000		256,000	254,618	154,000	102,000
5485	Expendable Tools	23,000		23,000	21,241	23,000	0
5490	Plant Hire Costs	154,000		154,000	147,335	254,000	(100,000)
5495	Leachate System Management	116,000		116,000	33,939	79,000	37,000
5499	Total Plant and Vehicles Operating and Hire	1,027,800	-	1,027,800	924,552	1,191,800	(164,000)
5500	RRF Operation Expenses						
5510	Fencing and Gate Maintenance	-	5,000	5,000			5,000
5515	Road Maintenance	-	5,000	5,000			5,000
5520	Bores and Pipework	-	5,000	5,000			5,000
5525	Environmental Monitoring	-	20,000	20,000			20,000
5530	Community Monitoring Program	-	45,000	45,000			45,000
5535	Landscaping and Gardens	-	30,000	30,000			30,000
5540	MRC Admin Charge	-	100,000	100,000			100,000
5542	Compost Disposal	-	545,000	545,000			545,000
5545	Tipping Fees (Member Councils)	-	14,600,000	14,600,000			14,600,000
5559	Total RRF Operation Expenses	-	15,355,000	15,355,000	-	-	15,355,000
5560	Waste Minimisation Project						
5562	Zero Waste Plan	316,000		316,000			316,000
5569	Total Waste Minimisation Project	316,000	-	316,000	-	-	316,000
5599	Total Materials & Contracts	4,471,600	15,600,000	20,071,600	4,111,661	3,945,450	16,126,150
6000	Utilities						
6010	Electricity	30,000	6,000	36,000	26,774	17,300	18,700
6015	Gas	500		500	196	500	0
6020	Water	3,800	4,000	7,800	3,246	3,800	4,000
6035	Rates	60,000	27,000	87,000	80,000	80,000	7,000
6099	Total Utilities	94,300	37,000	131,300	110,216	101,600	29,700
6100	Insurance						
6110	Municipal Property Insurance	19,800		19,800	17,304	19,800	0
6115	Public Liability Insurance	39,600		39,600	38,268	39,600	0
6120	Plant and Machinery Insurance	41,800		41,800	40,926	41,800	0
6121	Salary Continuance	6,300		6,300	6,684	6,300	0
6125	Professional Indemnity	-		-	-	-	0
6130	Fidelity Guarantee Insurance	3,100		3,100	1,650	3,100	0
6135	Statutory & Business Practices Protection	6,100		6,100	4,813	6,100	0
6140	Machinery Breakdown Insurance	-		-	-	-	0
6145	Councillors and Officers Liability Insurance	7,700		7,700	4,001	7,700	0
6150	Personal Injury Insurance	2,000		2,000	1,325	2,000	0
6155	Journey Injury Insurance	-		-	-	500	(500)
6160	Multi Risk Insurance	-		-	-	-	0
6170	Insurance Excess	1,000		1,000	1,118	1,000	0
6199	Total Insurance	127,400	-	127,400	116,089	127,900	(500)
6200	Loan Expense						
6210	Interest on Loans	820,400	536,600	1,357,000	1,420,138	1,446,400	(89,400)
6215	Loan Expenses	60,000		60,000	67,500	60,000	0
6299	Total Loan Expense	880,400	536,600	1,417,000	1,487,638	1,506,400	(89,400)
7000	Other Expenditure						
7100	Elected Members Costs						
7110	Member Allowances (Travel, Telecom, IT)	15,000		15,000	14,437	15,000	0
7120	Member Meeting Fees	79,000		79,000	85,280	32,400	46,600
7125	Member Conference Expenses	40,000		40,000	9,058	40,000	0

No.	Name	Existing Tamala Park Operations	RRF	Budget 2009/2010	Estimated Actual 30 June 2009	Budget 2008/2009	Budget Increase/ (Decrease)
7130	Member LG Allowances (Chairman, Deputy)	7,500		7,500	7,500	3,800	3,700 Increase in line with approval in 08/09.
7135	Council Meeting Expenses	8,000		8,000	5,942	10,000	(2,000) Reduction of cost based on the actual for 08/09.
7199	Total Elected Member Costs	149,500	-	149,500	122,217	101,200	48,300
7200	Government Levies						
7210	DEP Landfill levy	4,699,700		4,699,700	2,548,587	2,469,800	2,229,900 Based on increased rate from \$7 to \$28
7250	Total Government Levies	4,699,700	-	4,699,700	2,548,587	2,469,800	2,229,900
7500	Other Expenses						
7515	Audit Fees	52,000		52,000	51,370	51,000	1,000
7520	Bank Charges	27,000		27,000	23,886	20,000	7,000
7525	Legal Expenses	80,000		80,000	81,839	80,000	0
7605	Doubtful and Bad Debts Expense	-		-	18	-	0
7610	Donations	-		-	250	250	(250)
7630	Contributions to Other Councils	-		-	-	-	0
7640	Land Rental - Annual	590,000		590,000	558,881	600,000	(10,000) In line with lease agreement based on the current rate plus 5% increase effective Jan10.
7650	Other Expenses	-		-	-	-	0
7998	Total Other Expenses	749,000	-	749,000	716,244	751,250	(2,250)
7999	Total Other Expenditure	5,598,200	-	5,598,200	3,387,047	3,322,250	2,275,950
8000	Depreciation						
8020	Depreciation on Buildings	159,900		159,900	155,487	313,615	(153,715)
8030	Depreciation on Furniture & Office Equipment	81,380		81,380	83,979	85,761	(4,381)
8050	Depreciation on Vehicles and Mobile Plant	840,200		840,200	798,928	691,184	149,016
8060	Depreciation on Infrastructure	77,600		77,600	64,698	106,217	(28,617)
8099	Total Depreciation	1,159,080	-	1,159,080	1,103,092	1,196,777	(37,697)
8100	Amortisation (Landfill)						
8110	Amortisation of Excavation	4,054,200		4,054,200	4,837,500	4,837,500	(783,300)
8120	Site Rehabilitation	-		-	-	-	0
8125	Finance Charge	-		-	-	-	0
8130	Decommissioning Asset	-		-	-	-	0
8140	Total Amortisation (Landfill)	4,054,200	-	4,054,200	4,837,500	4,837,500	(783,300)
8200	Provision (Landfill)						
8230	Site Monitoring Provision	-		-	-	-	0
8299	Total Provision (Landfill)	-	-	-	-	-	0
8300	Amortisation (RRF)						
8310	Amortisation-Pre Operating Cost	-	104,600	104,600	-	-	104,600 Relate to RRF - new program.
8320	Amortisation Cost	-	430,000	430,000	-	-	430,000 Relate to RRF - new program.
8140	Total Amortisation (RRF)	-	534,600	534,600	-	-	534,600
9000	Loss on Asset Sales						
9005	Loss on Sale of Land	-		-	-	-	0
9010	Loss on Sale of Building	-		-	-	-	0
9015	Loss on Sale of Furniture & Office Equipment	-		-	-	-	0
9025	Loss on Sale of Vehicles and Machinery	28,700		28,700	25,914	-	28,700
9030	Loss on Sale of Land	-		-	-	-	0
9090	Total Loss on Asset Sales	28,700	-	28,700	25,914	-	28,700
9098	Total Operating Expenditure	20,714,020	16,708,200	37,422,220	18,902,639	18,784,417	18,637,803
9099	Total Profit (Loss)	18,413,920	(16,708,200)	1,705,720	4,443,523	2,682,731	(977,011)

ATTACHMENT FIVE
TO ITEM 8.2.3
ORDINARY COUNCIL MEETING
23 JULY 2009
SUPPLEMENTARY FINANCIAL STATEMENTS
STATEMENT OF FINANCIAL ACTIVITY
CASHFLOW STATEMENT
BALANCE SHEET
LOAN SCHEDULES
SURPLUS RECONCILIATION

Mindarie Regional Council
STATEMENT OF FINANCIAL ACTIVITY
Projected Budget for the year ending 30 June 2010

	Proposed Budget Note 2009/2010	Estimated Actual 30 June 2009	Adopted Budget 2008/2009
Cash Flows From Operating Activities			
Receipts			
User Charges - Non Member Council	337,100	1,346,145	279,500
User Charges - Casual Tipping Fees	5,018,140	4,257,212	3,636,400
Service Charges			
Sale of Recyclable Sales	240,000	245,563	350,000
Sale of Limestone	0	943	0
Gas Power Generation Sales	550,000	851,406	450,000
Grants & Subsidies	320,000	105,345	73,000
Contributions, Reimbursements & Donations	340,100	500,698	220,400
Interest Earnings	369,200	663,637	544,100
Other Revenue	10,200	11,656	10,200
Profit on Sale of Asset	27,800	7,000	7,948
	7,212,540	7,989,606	5,571,548
Payments			
Employee Costs	(4,300,140)	(3,723,482)	(3,746,540)
Materials and Contracts	(20,071,600)	(4,111,661)	(4,096,450)
Utilities	(131,300)	(110,216)	(101,600)
Depreciation	(1,159,080)	(1,103,092)	(1,196,777)
Amortisation	(4,588,800)	(4,837,500)	(4,837,500)
Borrowing Cost Expenses	(1,417,000)	(1,487,638)	(1,506,400)
Insurance	(127,400)	(116,089)	(127,900)
Other Expenditure	(5,598,200)	(3,387,047)	(3,171,000)
Loss on Sale of Asset	(28,700)	(25,914)	0
	(37,422,220)	(18,902,639)	(18,784,167)
Net Cash Provided By Operating Activities	(30,209,680)	(10,913,033)	(13,212,619)
Adjustments for Cash Budget Requirements			
Non-Cash Expenditure & Revenue			
(Profit)/Loss on Asset Disposals	900	18,914	(7,948)
Movement in Accrued Expenses	0	1,026,132	
Movement in Accrued Interest	0	189,944	
Movement in Accrued Salaries and Wages	0	(129,392)	
Movement in Employee Benefit Provisions	255,000	51,004	
Movement in Prepayments	0	45,589	
Movement in Council Contributions	1	91,327	
Movement in Trade Creditors		(2,651)	
Depreciation on Assets	1,159,080	1,103,092	1,196,777
Amortisation	4,588,800	4,837,500	4,837,500
Total Operating less non cash adjustments	(24,205,900)	(3,681,575)	(7,186,290)
Capital Expenditures			
Payments for Purchase of Property, Plant & Equipment	2 (13,073,300)	(3,480,831)	(15,393,300)
Payments for Construction of Infrastructure	2 (936,000)	(41,605)	(1,623,600)
Payments for Landfill Excavation & RRF	2 (16,288,700)	(9,415,514)	(9,250,000)
Total Capital Expenditures	(30,298,000)	(12,937,949)	(26,266,900)
Funding Sources			
Repayments of Self Supporting Loans	(1,988,281)	(2,245,306)	(2,245,306)
Proceeds from Self Supporting Loans	3&4 18,600,000	3,000,000	14,380,000
Proceeds from Sale of Plant and Equipment	292,000	137,000	257,000
Council Contributions	187,360	85,809	177,136
Net Position of Operating and Capital Expenditure	17,091,079	977,503	12,568,830
ADD: Estimated Surplus/(Deficit) July 1 B/Fwd	5 12,612,353	12,897,818	11,639,210
LESS: Estimated Surplus/(Deficit) June 30 B/Fwd	5 (7,114,932)	(12,612,353)	(6,650,450)
	5,497,421	285,465	4,988,760
User Charges - Member Councils	(31,915,400)	(15,356,556)	(15,895,600)

Note 1. This relates to the amount outstanding as at 30 June 2009 in relation to Member Council Contributions in relation to Loan 11.

Note 2. The payments for purchase of assets in 2008/2009 is net of GST to make it comparable to the Budget 2009/2010 which is excluding GST.

Note 3. Approval of loan for the purchase of Land for \$12.0 million will be obtained once the land is identified.

Note 4. The new loan of \$6.6 million will be drawn down in 2009/2010.

Note 5.

Make up of Surplus Funding (Liquid Assets) Brought Forward and Carried Forward

	Budget 2009/2010	Est Actual June 09	Actual June 08
Cash	4,647,620	145,041	2,979,875
Investments	1,316,607	11,316,607	9,463,228
Trade Debtors	2,508,445	2,508,445	2,661,691
Inventories	8,927	8,927	15,871
Less:			
Reserves - Cash Restricted	(137,999)	(137,999)	(137,999)
Trade Creditors	(1,228,668)	(1,228,668)	(2,084,848)
	7,114,932	12,612,353	12,897,818

Note 6. Funding of Capital Expenditure program and Loan repayments of \$32.29 million for 2009/2010 is as follows:

Operating Surplus (excl. Depreciation and Amortisation)	\$ 7,453,600	refer (a) below
New Loans	\$ 18,600,000	
Proceeds from Sale of Plant and Equipment	\$ 292,000	
Contributions from Member Councils	\$ 187,360	
Retained Surplus	\$ 5,753,040	
Total	\$ 32,286,000	

(a) Operating Surplus	\$1.705 million
Add: Depreciation	\$1.159 million
Amortisation	\$4.589 million
Total	\$7.453 million

Mindarie Regional Council
CASH FLOW STATEMENT
Projected Budget for the year ending 30 June 2010

	Proposed Budget 2009/2010	Estimated Actual 30 June 2009	Budget 2008/2009
Cash Flows From Operating Activities			
Receipts			
Fees and Charges	37,270,640	23,441,732	19,811,500
Service Charges	790,000	936,547	800,000
Grants & Subsidies	320,000	211,070	73,000
Contributions, Reimbursements & Donations	340,100	777,598	220,400
Interest Earnings	369,200	501,611	544,100
Goods and Services Tax		1,752,189	
Other Revenue	10,200	26,577	10,200
	39,100,140	27,647,325	21,459,200
Payments			
Employee Costs	(4,045,140)	(3,769,752)	(3,558,740)
Materials and Contracts	(20,071,600)	(5,060,769)	(4,064,050)
Utilities	(131,300)	(124,656)	(101,600)
Borrowing Cost Expenses	(1,417,000)	(1,271,176)	(1,506,400)
Insurance	(127,400)	(97,990)	(127,900)
Goods and Services Tax		(2,247,020)	
Other Expenses	(5,598,200)	(3,030,120)	(3,171,000)
	(31,390,640)	(15,601,483)	(12,529,690)
Net Cash Provided By Operating Activities	7,709,500	12,045,842	8,929,510
Cash Flows from Investing Activities			
Payments for Purchase of Property, Plant & Equipment	(13,073,300)	(3,776,939)	(15,393,300)
Payments for Construction of Infrastructure	(936,000)	(44,050)	(1,623,600)
Payments for Landfill Excavation & RRF	(16,288,700)	(10,183,812)	(9,250,000)
Council Capital Contributions	187,360	85,809	177,136
Proceeds from Sale of Plant and Equipment	292,000	137,000	257,000
Net Cash Used in Investing Activities	(29,818,640)	(13,781,992)	(25,832,764)
Cash Flows from Financing Activities			
Repayments of Self Supporting Loans	(1,988,281)	(2,245,306)	(2,245,306)
Proceeds from Self Supporting Loans	18,600,000	3,000,000	14,380,000
Net Cash Provided By (Used In) Financing Activities	16,611,719	754,694	12,134,694
Net Increase (Decrease) in Cash Held	(5,497,421)	(981,455)	(4,768,560)
Cash at the Beginning of year	11,461,648	12,443,104	12,443,104
Cash at end of Year	5,964,227	11,461,648	7,674,544

Mindarie Regional Council
BALANCE SHEET
Proposed Budget for 2009/2010

Description	Budget 2009/2010	Movement (Budget)	Estimated Actual 2008/2009
CURRENT ASSETS			
Cash	4,647,620	4,502,579	145,041
Investments	1,316,607	(10,000,000)	11,316,607
Debtors	1,997,694	0	1,997,694
Stock	8,927	0	8,927
Prepayments	211,439	0	211,439
Other Current Assets	510,751	0	510,751
TOTAL CURRENT ASSETS	8,693,038	(5,497,421)	14,190,459
NON-CURRENT ASSETS			
Land	14,667,697	12,000,000	2,667,697
Buildings & Improvements	1,843,749	115,100	1,728,649
Furniture & Equipment	280,174	(5,480)	285,654
Plant & Equipment	2,934,023	(410,700)	3,344,723
Infrastructure - Other	496,489	29,400	467,089
Infrastructure - Excavation	6,196,627	(4,054,200)	10,250,827
Infrastructure - Rehabilitation	2,832,719	0	2,832,719
Infrastructure - RRF	8,374,444	399,000	7,975,444
Pre-operating RRF	2,023,532	(104,600)	2,128,132
Work In Progress - Excavation	25,464,447	16,288,700	9,175,747
TOTAL NON-CURRENT ASSETS	65,113,901	24,257,220	40,856,681
TOTAL ASSETS	73,806,939	18,759,799	55,047,140
CURRENT LIABILITIES			
Creditors	1,228,668	0	1,228,668
Provisions	624,408	197,100	427,308
Accruals	1,891,559	0	1,891,559
TOTAL CURRENT LIABILITIES	3,744,635	197,100	3,547,535
NON CURRENT LIABILITIES			
Loans Leases Overdrafts	38,545,595	16,611,719	21,933,876
Other Non Current Liabilities	4,706,563	57,900	4,648,663
TOTAL NON CURRENT LIABILITIES	43,252,158	16,669,619	26,582,539
TOTAL LIABILITIES	46,996,793	16,866,719	30,130,074
NET ASSETS	26,810,146	1,893,080	24,917,066
EQUITY			
Retained Surplus	24,339,876	1,705,720	22,634,156
Reserves	137,999	0	137,999
Council Contribution	2,332,271	187,360	2,144,911
TOTAL EQUITY	26,810,146	1,893,080	24,917,066

Assumptions:

1. Assumed the level of Creditors/Accruals and Receivable/Prepayments are at the same level as at 30 June 2009.
2. Land for 'son' of Tamala will be purchased during 2009/2010.
3. The Loan repayments due in 2009/2010 will be transferred from Non-Current Liabilities to Current Liabilities on 1st July 2009.

INFORMATION ON BORROWINGS

(a) Loan Repayments

Actual

	Value of Loan Approved	Interest Rates	Principal 01/07/2008	Principal Drawn Down to 30/06/2008	Principal Repayments Actual to 30/06/2009	Principal Outstanding Actual to 30/06/2009	Interest Repayments Actual to 30/06/2009	Scheduled repayment date	Projected early repayment date
Community Amenities									
Tamala Park Landfill									
Loan 8 - Building Upgrade	650,000	6.45%	438,424	0	61,989	376,435	26,441	31-May-14	30-Jun-12
Loan 9 - Stage 2 Phase 2 Construction	2,000,000	5.78%	275,477	0	275,477	0	3,926		
Loan 12 - Construction Stage 2 Phase 2	15,000,000	5.98%	12,916,650	0	1,666,680	11,249,968	720,034	15-Dec-15	30-Jun-12
Regional Resource Recovery Facility									
Loan 11 - RRF Land Purchase	3,500,000	5.97%	2,117,951	0	177,136	1,940,815	121,080	30-May-25	30-Jun-15
Loan 10a - RRF Infrastructure	2,000,000	6.16%	1,830,682	0	64,024	1,766,658	110,615	30-Mar-25	30-Jun-13
Loan 10b - RRF Infrastructure (Interest Only)	2,600,000	Variable	2,600,000	0	0	2,600,000	141,290	30-Apr-25	30-Jun-13
Loan 10c - RRF Infrastructure (Interest Only)	4,000,000	Variable	1,000,000	3,000,000	0	4,000,000	296,753	30-Apr-25	30-Jun-13
TOTAL	29,750,000		21,179,184	3,000,000	2,245,306	21,933,876	1,420,139		
Facility Fee							67,499		
							1,487,638		

Total Borrowing Costs

Budget

	Value of Loan Approved	Interest Rates	Principal 01/07/2009	Principal Drawn Down to 30/06/2009	Principal Repayments Actual to 30/06/2010	Principal Outstanding Actual to 30/06/2010	Interest Repayments Actual to 30/06/2010	Scheduled repayment date	Projected early repayment date
Community Amenities									
Tamala Park Landfill									
Loan 8 - Building Upgrade	650,000	6.45%	376,435	0	65,876	310,559	22,400	31-May-14	30-Jun-12
Loan 12 - Construction Stage 2 Phase 2	15,000,000	5.98%	11,249,968	0	1,666,680	9,583,286	621,800	15-Dec-15	30-Jun-12
Regional Resource Recovery Facility									
Loan 11 - RRF Land Purchase	3,500,000	5.97%	1,940,815	0	187,360	1,753,455	110,200	30-May-25	30-Jun-15
Loan 10a - RRF Infrastructure	2,000,000	6.16%	1,766,658	0	68,365	1,698,293	115,400	30-Mar-25	30-Jun-13
Loan 10b - RRF Infrastructure (Interest Only)	2,600,000	Variable	2,600,000	0	0	2,600,000	104,000	30-Apr-25	30-Jun-13
Loan 10c - RRF Infrastructure (Interest Only)	4,000,000	Variable	4,000,000	0	0	4,000,000	317,200	30-Apr-25	30-Jun-13
Loan 13 - Redraw for Phase 3 Landfill	6,600,000		0	6,600,000	0	6,600,000	66,000		30-Jun-12
Loan 14 - New Landfill Land Purchase	12,000,000		0	12,000,000	0	12,000,000	0		30-Jun-17
TOTAL	46,350,000		21,933,876	18,600,000	1,988,281	38,545,593	1,357,000		
Facility Fee							60,000		
							1,417,000		

Total Borrowing Costs

Note 1. The rate for Loan 12 is fixed for 5 years and will be reviewed in March 2012.
Note 2. Repayments schedule for Loan 10 (b) and (c) currently being arranged with the bank.

**Mindarie Regional Council
 Retained Surplus Reconciliation**

Retained Surpluses	Members	Non-Members	Other Income	Total	Interest on Loans 10 & 11	Financial Statements
Financial Year						
Prior years	0	6,201,091	0	6,201,091	0	6,201,092
30-Jun-05	(82,393)	721,271	574,235	1,213,113	0	1,213,113
30-Jun-06	772,481	766,891	660,437	2,199,809	320,850	1,878,958
30-Jun-07	968,413	1,657,469	1,675,858	4,301,740	359,493	3,942,246
30-Jun-08	585,325	2,471,121	2,336,161	5,392,607	437,383	4,955,225
30-Jun-09	(324)	2,521,703	2,360,334	4,881,714	438,191	4,443,523
Total 30 June 2009	2,243,503	14,339,546	7,607,026	24,190,074	1,555,918	22,634,156
Add:						
Projected 30 June 2010		1,705,720				1,705,720
Projected Balance as at 30 June 2010	2,243,503	16,045,266	7,607,026	24,190,074	1,555,918	24,339,876

**ADDITIONAL INFORMATION
TO ITEM 8.2.3
ORDINARY COUNCIL MEETING
23 JULY 2009
BUDGET 2009/2010**

MINDARIE REGIONAL COUNCIL
ORDINARY COUNCIL MEETING – 23 JULY 2009
ADDITIONAL INFORMATION

ITEM 8.2.3 BUDGET 2009/2010

Additional information provided as follows:

- Cr Hollywood : Questions and Answers at Attachment One
- Cr Fishwick : Questions at Attachment Two
- Cr Fishwick : Answers at Attachment Three



KEVIN F. POYNTON
CHIEF EXECUTIVE OFFICER

**ATTACHMENT ONE
TO ADDITIONAL INFORMATION - ITEM 8.2.3
ORDINARY COUNCIL MEETING
23 JULY 2009
CR HOLLYWOOD : QUESTIONS AND ANSWERS**

A7

Kevin Poynton

From: Kevin Poynton
Sent: Thursday, 23 July 2009 1:54 PM
To: Kalwant Dhillon
Subject: RE: Budget

thx kalwant

KEVIN F POYNTON
Chief Executive Officer
Mindarie Regional Council
PO Box 538
Joondalup WA 6919
Tele: 0421 380451

From: Kalwant Dhillon
Sent: Thursday, 23 July 2009 1:52 PM
To: Cr Hollywood, Kerry
Cc: Glover, Martyn; Cr Fishwick, Russ; Kevin Poynton
Subject: RE: Budget

Hi Councillor Kerry

Further to your email this morning, please find below our responses.

1. Overdraft Facility

The overdraft facility will cover any shortfall that may arise in the working capital of MRC and any claim payments that may eventuate under the RRF Agreement.

Under the RRF Agreement, MRC is required to pay the first \$5m of any claims, determined in favour of Biovision (and against MRC), within 20 days of determination.

In view of this, we need to have the cash or a facility we can draw on to make the payments within the short time frame.

2. Query on page 97 - Increase in Employee Costs

- Increments and increases in allowances / overtime etc should read as \$21,000 instead of \$23,000. This would balance the increases over last year's budget.
- The increases in employees overheads relate to :
 - o Increase in leave provisions - \$106,000

The increase in leave provisions relates to existing and new employees.

- o Other employee costs - \$104,000

The bulk of the increases relate to Superannuation, Workers Compensation and Training. Again the increases relates to existing and new employees.

Please do not hesitate to contact me if you have any further query.

23/07/2009

**MINDARIE REGIONAL COUNCIL
ORDINARY COUNCIL MEETING MINUTES - 23 JULY 2009****Page 149**

Kind Regards

Kalwant Dhillon
Chief Financial Officer
Mindarie Regional Council
Direct: (08) 9306 6319
Reception: (08) 9306 6303
Fax: (08) 9306 6399
Mobile: 0404 221 758
email: kdhillon@mrc.wa.gov.au
web site: www.mrc.wa.gov.au

From: Kevin Poynton
Sent: Thursday, 23 July 2009 10:44 AM
To: Cr Hollywood, Kerry; Kalwant Dhillon
Cc: Glover, Martyn; Cr Fishwick, Russ
Subject: RE: Budget

kerry - acknowledging receipt of your questions
kalwant - pls be prepared to speak to these at OCM this evening
cheers
kevin

KEVIN F POYNTON
Chief Executive Officer
Mindarie Regional Council
PO Box 538
Joondalup WA 6919
Tele: 0421 380451

From: Cr Hollywood, Kerry [<mailto:Kerry.Hollywood@joondalup.wa.gov.au>]
Sent: Thursday, 23 July 2009 9:58 AM
To: Kevin Poynton
Cc: Glover, Martyn; Cr Fishwick, Russ
Subject: Budget

Could you please advise me with regard to the overdraft facility, under what circumstances you would need to draw on these funds.

Also on page 97 "The increase over last year's budget" does not add up and the breakdown for new positions, contract staff and EBA increases amount to \$323,000. Then there are 3 items relating to super, workers comp prem, addition increments resulting from the additional staff, leave provisions, allowances and overtime etc totalling \$233,000. What I would like a response to is why an increase in direct labour costs of \$323,000 would increase the associated overheads by \$233,000.

Thanks

Kerry

Kerry Hollywood

23/07/2009

ITEM 8.2.3

**MINDARIE REGIONAL COUNCIL
ORDINARY COUNCIL MEETING MINUTES - 23 JULY 2009**

Councillor - City of Joondalup

Post: PO Box 21 Joondalup WA 6919

Tel: (08) 0431 535 624

Fax: (08) 9305 6161

Email: kerry.hollywood@joondalup.wa.gov.au



focussing on the future

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23/07/2009

ITEM 8.2.3

**ATTACHMENT TWO
TO ADDITIONAL INFORMATION - ITEM 8.2.3
ORDINARY COUNCIL MEETING
23 JULY 2009
CR FISHWICK : QUESTIONS**

MINDARIE REGIONAL COUNCIL
ORDINARY COUNCIL MEETING MINUTES - 23 JULY 2009

Page 152

A2

Kevin Poynton

From: Russ Fishwick [RFishwick@vicpark.wa.gov.au]
Sent: Thursday, 23 July 2009 2:30 PM
To: Kevin Poynton
Cc: Catherine Celenza; cecilia.firth@cityofperth.wa.gov.au; CR John Bissett; Cr Kathryn Thomas; Cr Leonie Getty; Cr Ron Sebrechts; cr.farrell@vincent.wa.gov.au; dot.newton@wanneroo.wa.gov.au; Julie.Bonnick@wanneroo.wa.gov.au; laura.gray@wanneroo.wa.gov.au; manuela.mckahey@vincent.wa.gov.au; peter.rose@stirling.wa.gov.au; rob48@bigpond.com; rod.willox@stirling.wa.gov.au; Sertis.Vass@stirling.wa.gov.au; kerry.hollywood@joondalup.wa.gov.au; cr.macrae@cambridge.wa.gov.au; Anthony Vuleta; Glover, Martyn
Subject: MRC Budget
Attachments: Budget 2009-10 (4).pdf

Greetings Kevin,

I have some issues and questions in relation to the 2009/2010 MRC Budget and in order to save time at tonight's meeting, I have attached a document that raises my concerns and asks some questions.

I look forward to your response.

Kind regards

Russ Fishwick

23/07/2009

ITEM 8.2.3

To: CEO: Mindarie Regional Council
From: Russ Fishwick
Subject: MRC COUNCIL MEETING 23 July 2009

**Item 8.2.3 Budget 2009/2010
Issues and questions raised**

1 Page 94

Under Overall Summary

The first paragraph states a surplus of \$1.8 million this should be amended to read \$1.7 million which reflects the changes in Net Assets Resulting from Operations as shown in the Income Statement by Nature and Type on page 108.

2. Page 96

Under Budget Item Explanation

1. Resource Recovery Facility

The item MRC Admin Charge \$100,000

On examining the detailed financial statement, the line item allocation for the "Admin Charge" can be clearly seen as being charged to the Resource Recovery Facility. I have no idea what internal charging mechanisms the MRC employs but when preparing budgets it is normal practice for internal charging to be offset by a credit entry elsewhere in the financial statements. I could not find a contra credit entry.

Can you advise me where the corresponding credit is located in the statements?

3 Page 97

Under Item 3 Employee Costs

There is a breakdown of additional costs for new positions, contract staff and EBA increases being \$90,000, \$78,000 and \$155,000 respectively that amount to \$323,000.

There is then three items relating to superannuation, workers compensation premiums, additional increments resulting from the additional staff, leave provisions, allowances and overtime etc being \$104,000, \$106,000, and \$23,000 that amount to \$233,000.

It seems very strange that for an increase in direct labour costs of \$323,000 that this effectively results in an increase in associated overheads of \$233,000.

Can I have explanation on how the overhead was calculated?

6. Pages 100 and 101

Under Additional Information Expenditure setting out the Marketing and Education programme.

The entire budget is \$700,000.

There are some notes explaining what some of these things are about but there is a lack background to a lot of the others and some of them clearly should come to the Councillors with more detail for an understanding and explanation of what exactly these programs will achieve.

Some of them were raised the last budget workshop on 18 June 2009. These include things like;

- A monthly resource recovery facility advertising programme for **\$72,000**.
- DVDs and brochures for the resource recovery facility for **\$18,000**.
- Facts and stats for **\$15,000**.
- Every moment matters DVD **\$5,000**.

There is one issue that a lot of these things raise and that is the level of integration or overlap that exists between the member councils running their own programmes and the work that the MRC does itself. To highlight a very recent one, at the Joondalup Council meeting held on 21 July the Household Hazardous Waste Programme was the subject of discussion from a City of Joondalup perspective however in the Marketing and Education programme the MRC is investing \$48,000 in Household Hazardous Waste education.

Before the MRC spends \$700,000 which is really \$800,000 after you add the part-time Marketing & Education Manager and also don't forget the Admin Officer Marketing and Education as well Education Coordinator and Education Officer. So it could well be around \$1 million for Marketing and Education

In running a \$40 million business I think that it reflects poorly that we can spend a \$1 million without a marketing strategy and plan that has been endorsed by the Council.

If these programs are to stay on the Budget then I would want to see justification in the form of a Council endorsed Marketing and Education Plan which has Key performance Indicators that can be measured before any money is spent.

9. Pages 120 to 123

In relation to some of the other capital items referred to on pages 120 to 123, one of them includes \$13,000 for an electronic whiteboard and a data projector which seems extravagant for those two items. I have priced a new data projector and screen for \$1,200.

What are the individual cost of the data projector and whiteboard?

There is also a proposal for \$15,000 to install chemical toilet facilities at the waste education hub of the recycling centre because the public toilets built as part of the facility in the first place are 250 metres from the waste education hub. The suggestion is that this presents difficulties for elderly customers and children. This seems rather tenuous and the proposal seems to be an extravagance.

**Have the operational costs be taken into account?
Is this toilet really necessary?**

Your assistance in providing me with this information will be appreciated.

Kind regards
Russ Fishwick

**ATTACHMENT THREE
TO ADDITIONAL INFORMATION - ITEM 8.2.3
ORDINARY COUNCIL MEETING
23 JULY 2009
CR FISHWICK : ANSWERS**

**MINDARIE REGIONAL COUNCIL
ORDINARY COUNCIL MEETING – 23 JULY 2009**

**Item 8.2.3 Budget 2009/2010
Answers to Cr Fishwick Questions**

Answer to Question 1 (Page 94)

Noted for amendment - \$1.8million should read as \$1.7million.

Answer to Question 2 (page 96)

The \$100,000 internal charge contra entry is reflected under Contributions, Reimbursements and Donations (page 108) and in the detailed schedule on page 127 – 2390 (other reimbursements).

Answer to Question 3 (page 97)

- The increases in employees overheads relate to:
 - Increase in leave provisions - \$106,000

The increase in leave provisions relates to existing and new staff

- Other employee costs - \$104,000

The bulk of the increases relate to Superannuation, Workers Compensation and Training. Again the increases relates to existing and new employees.

Answer to Question 4 (Pages 98 & 99)

Noted for next year's budget.

Answer to Question 5 (Page 99)

Noted for review prior to next year's budget process.

Answer to Question 6 (Pages 100 and 101)

Marketing plan is at final draft stage and will be tabled at next OCM.

Answer to Question 7 (Pages 102 and 103)

Noted for discussion at OCM today.

Answer to Question 8 (Page 117)

In 2008/09, Welder's vehicle was budgeted for \$28,000 (refer page 63 – April Financial Statements).

The administration has rationalised and instead of purchasing a 'second hand' vehicle from the 'market' in 2008/09 and fitting it for the Welder's use, one of the operational vehicles will be retained in 2009/10 (instead of traded-in) for the Welder's use.

Answer to Question 9 (Pages 120 to 123)

- Electronic Board and Data Projector
 - Electronic Whiteboard \$8,000
Supply and install, software, networking and extended warranty
 - Data Projector (ceiling) \$5,000
Supply and install, networking and extended warranty
- Chemical Toilets

In accordance with the Mindarie Regional Council Access and Inclusion Policy, the Council is to programme and budget for access improvements for people with disabilities. The proposal is to purchase two handicapped toilets, one for the waste education centre, as the current single toilet located in the residence is not sufficient particularly for school tours. The other is to be located at the Recycling Centre; the public toilets are not designed as a handicapped facility which is one of the difficulties.

The operational costs have been included in the site operation costs.

ITEM 8.2.4 CHANGES TO THE LANDFILL LEVY

File No: FIN/8

**Attachment(s): 1. MWAC Policy Statement
 2. Ministerial Letter dated 18 May 2009
 3. Ministerial Letter dated 24 June 2009**

Author: Kevin Poynton

SUMMARY

The purpose of this item is to:

- Provide Council with information on the proposed landfill levy changes
- Confirm the Mindarie Regional Council (MRC) position in regard to the levy
- Decide an approach for MRC involvement in activities associated with landfill levy matters

BACKGROUND

Recent State Governments have established instruments to extract levies, as a means of fund raising. These instruments are as follows:

- Environmental Protection (Landfill) Levy Act 1998
- Waste Avoidance and Resource Recovery Levy (WARRL) Act 2007

The existing levy is charged on the basis of tonnes of waste received at all metropolitan landfill sites plus tonnes of metropolitan waste received at non-metropolitan landfill sites. In addition, the existing levy is charged at different rates according to whether the levy is received at putrescible or inert landfill sites.

Municipal Waste Advisory Council (MWAC) has a Policy Statement (February 2008) on the matter of waste levy. This policy is at Attachment One to this Item. A key point of this policy is "that it provides a means of generating secure funding for strategic activities in waste management" (Clause 3a, The Policy, refers).

Levy funds have, over time, accumulated in the Waste and Recycling Fund, and utilisation has generally occurred under the Waste Avoidance Reduction and Recycling Act (WARR Act) legislation. This utilisation has included allocation of funds to various programs identified by the Waste Authority (previously, Waste Management Board) and the apportionment of these funds to projects approved by the Minister.

Recently, the State Government has advised some potential i.e. subject to appropriate Governmental approval, changes to the levy plan. The correspondence at Attachment Two to this Item describes these changes. Further correspondence is at Attachment Three.

Key points to note are as follows:

- Proposed increase in the levy rate at putrescible landfills (this is Tamala Park) from \$7 to \$28

-
- The restriction in the allocation of these additional funds (estimated at some \$39m p.a. – Budget papers refer) for waste management activities

Waste Industry Stakeholders, including WALGA (with MWAC support), Forum of Regional Councils (FORC) and Waste Management Association (WA Branch) (WMAA(WA)) are now considering their position on these matters.

It is now appropriate for MRC to undertake this consideration.

DETAIL

A Common Position

The three organisations described previously have adopted a consistent and ongoing position on the matter of landfill levy as follows:

- That the legislative instrument of a landfill levy is an appropriate tool for utilisation in the generation of improved waste management behaviour by all sectors of the community, PROVIDED:
 - appropriate consultation on the timing and quantum of levy introduction occurs with the community (particularly the waste industry)
 - funds generated by this levy program are utilised for strategic waste management activities, consistent with any State Government, and associated, plans

This position is recommended for MRC adoption.

The rationale for this position is as follows:

- Consultation across all sectors is seen as mandatory so that the effects of any levy plans can be identified, and appropriately managed
- Utilisation of funds (hypothecation) on waste management activities is considered mandatory for the following reasons:
 - the extent of required strategic waste – related activities
 - the non-availability of funds from other sources

Current Plans for Action

WALGA, FORC and WMAA(WA) are all preparing plans for action aimed at, as a primary objective, blocking the legislative process required in order to amend the WARR Act, and associated regulations, so that funds raised by the landfill levy can be used for non-waste management activities.

These plans are likely to include some or all of the following:

- Advocacy to both Government and other Parliament members on these matters
- Publicity activities in order to generate support for a particular position

It is recommended that MRC act in coalition with WALGA and FORC on this action. At this stage, no funding requirements have been identified.

CONSULTATION

- FORC
- WALGA

STATUTORY ENVIRONMENT

WARR Legislation refers.

POLICY IMPLICATIONS

Not directly applicable.

STRATEGIC IMPLICATIONS

The alteration to the rules associated with utilisation of levy funds potentially limits the 'same pool' for funds access by MRC.

COMMENT

The State Government has advised its proposal to not only increase the landfill levy but also alter the plan for hypothecation of those funds. This has all occurred without any industry or community consultation.

Industry stakeholders are now preparing plans to respond to this advice. MRC consideration of its position, and role, in this matter is now appropriate.

RECOMMENDATION

That Council:

- (i) note the WALGA policy on waste levy at Attachment One to this Item
- (ii) note the Ministerial correspondence at Attachments Two and Three to this Item
- (iii) adopt a position on the matter of landfill levy as follows:
 - that the legislative instrument of a landfill levy is an appropriate tool for utilisation in the generation of improved waste management behaviour by all sectors of the community PROVIDED:
 - 1) appropriate consultation on the timing and quantum of levy introduction occurs with the community (particularly the waste industry)
 - 2) funds generated by this levy program are utilised for strategic waste management activities, consistent with any State Government, and associated, plans
- (iv) approve an approach of involvement in coalition action with at least WALGA and FORC in order to block action by the State Government be to use levy funds for other than waste management activities

**ATTACHMENT ONE
TO ITEM 8.2.4
ORDINARY COUNCIL MEETING
23 JULY 2009
MWAC POLICY STATEMENT**



Policy Statement on the WASTE LEVY AND STRATEGIC WASTE FUNDING

PREPARED BY THE



MUNICIPAL WASTE ADVISORY COUNCIL
"Getting the Environment Right"

February 2008

Status of this Policy Statement

This Policy Statement has been prepared by the Municipal Waste Advisory Council and adopted by the Western Australian Local Government Association. The Municipal Waste Advisory Council is a standing committee of the WA Local Government Association with delegated authority to represent the Association in all matters relating to solid waste management.

The Municipal Waste Advisory Council has been formed through collaboration with Regional Councils who are not ordinary members of the WA Local Government Association. The resulting body effectively represents the views of all Local Government bodies responsible for waste management in Western Australia.

Policy Statements adopted by the WA Local Government Association represent a consolidated viewpoint from local government and may differ from the positions adopted by individual member organisations. The Municipal Waste Advisory Council and the WA Local Government Association will strive to promote this Policy Statement and to act consistently with its contents. Individual Local Governments and Regional Councils are encouraged to support them but are not bound by the document.

Policy Statements adopted by the WA Local Government Association are reviewed and new Policy Statements are developed regularly. The latest WA Local Government Association Policy Statements can be obtained from the website: www.wastenet.net.au

In-line with standard MWAC policy, this policy statement will be reviewed 6-months after its endorsement by the State Council. It will be reviewed again at least every 2-years subsequent to this; with any significant developments acting to instigate an earlier review.

The Municipal Waste Advisory Council's member organisations are:



Policy Statement on the WASTE LEVY AND STRATEGIC WASTE FUNDING

Title:	<p>Municipal Waste Advisory Council Policy Statement on the Waste Levy and Strategic Waste Funding (2008) <i>"A Policy Statement to enunciate the Local Government position on Levies charged on the weight or volume of waste received at licensed premises and the application of those funds to waste management activities."</i></p>
Statement of Policy:	<ol style="list-style-type: none"> 1. Context This policy statement has been developed in a context which includes the following constraints, intentions and insights: <ol style="list-style-type: none"> a. Coverage of consensus views In line with the MWAC Policy Development Framework, this Policy Statement is intended to cover issues where there is substantial commonality of views within Local Government. b. Ongoing work in absence of Consensus Where this commonality of views is absent, MWAC will work to explore and communicate the issues and perspectives and seek to reach consensus. c. Limited Lifespan This Policy Statement will be reviewed again within two years subsequent to its endorsement; with any significant developments acting to initiate an earlier review. d. Alternative mechanisms are recognised A range of alternative instruments could be used to capture funding for waste management that use waste generating behaviour as the fundamental criterion for contribution to the funds. These could include levies directly upon waste sent to landfill, ESL (Environmental Services Levy) style levies, and advance disposal fees. The potential advantages of some of these instruments over aspects of the Waste Levy instrument are recognised. e. Policy Statement speaks to Existing Mechanism This Policy Statement provides comment with respect to the existing Waste Levy. Hence certain comments should be taken to reflect upon this particular method of implementation rather than acceptance of the principle of taxing waste generation per se. 2. Conditional support for Waste Levy Continuing Local Government support for the Levy is subject to the provision (on an ongoing basis) of robust evidence, made available to the public, demonstrating the Levy is achieving its broad objectives, and on a number of conditions regarding the Levy's operation and the application of Levy funds. <ol style="list-style-type: none"> a. There is no support for the Levy to be applied to waste received at licensed premises whose primary purpose is resource recovery Local Government strongly opposes the application of the Levy to waste delivered to licensed premises which have, as a primary purpose, resource recovery (such as materials recovery facilities (MRFs), green waste processing facilities and alternative waste treatment (AWTs) facilities). Local Government will consider the appropriateness of the Levy being applied to waste delivered to other types of licensed premises (for example mine dumps) on a case-by-case basis.

	<p>b. Support for the Levy to be applied on waste sent to licensed landfills outside the metropolitan area Local Government will consider proposals for applying the Levy to landfills outside the metropolitan area on their merits. However, support is predicated on the proposal clearly identifying a detailed economic support programme for both assisting in mitigating issues and costs arising from the extension of the Levy and for the improvement of infrastructure and other waste management services; and a clear rationale for the Levy extension. This would be expected to incorporate an assessment of the expected economic, social and environmental outcomes of extending the Levy. In-depth consultation with Local Government would also be expected to precede any Levy extension being considered.</p> <p>3. Rationale for the Waste Levy A clear rationale for the Levy is essential for assessing the appropriateness of all policy decisions which relate to the Levy, such as how it is charged, the rate applied and where the money is spent.</p> <p>a. Primarily for raising strategic funds The primary rationale for the Levy is that it provides a means of generating secure funding for strategic activities in waste management. For the purposes of the Levy, appropriate strategic activities must be identified by a current State Waste Strategy.</p> <p>b. Alternative rationale/s Where State Government identifies an alternative rationale for the Levy, Local Government will only support the alternative rationale to the extent it agrees that the alternative rationale is valid.</p> <p>c. State Government rationale/s to be clarified and supported State Government must clearly state, explain and publicly communicate the rationale/s for applying the Levy.</p> <p>4. Inter-regional Transfers of Funds The application of Levy funds to projects in areas where the Levy is not raised may be acceptable to Local Government where there is a justified business case consistent with the State Waste Strategy. In determining that the transfer of funds from levy-paying residents to fund waste management projects outside their community is justified, the State Government should consider whether projects have the capacity to deliver substantial benefits to the State in terms of environmental impacts and efficiencies.</p> <p>5. Local Government Claim on Funds A fixed proportion of monies collected from Local Government should be made available to Local Government on a first call basis in the form of project money to support the objectives of the State Waste Strategy.</p> <p>6. Differential Levies Local Government supports the use of different levy rates between putrescible and inert wastes and considers that other distinctions might be considered such as commercial vs domestic, vs contaminated (including Hazardous waste).</p> <p>a. Differential Levy for residual waste resulting from resource recovery facilities Local Government supports the application of a reduced (but not zero) Levy to residual waste produced by facilities whose primary purpose is resource recovery. This is consistent with the Levy rationale for supporting strategic waste activities; whilst maintaining an economic driver to reduce residual waste.</p>
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	<p>7. Basis for Setting Levy Rates Consistent with its views regarding the appropriate rationale for the Waste Levy, Local Government considers that the rate of the Waste Levy should be set by reference to a well defined set of criteria. The criteria which Local Government would support are:</p> <p>a. Capacity to fund the State Waste Strategy It is necessary that the Levy rate(s) is/are set such that the annual objectives identified under the State Waste Strategy can be funded. Local Government recognises that total annual expenditures may sometimes exceed and at other times fall below the total revenues raised by the Levy. It is also appropriate that funds from Consolidated Revenue be used to achieve State Government objectives</p> <p>b. Capacity to achieve stated objectives The State Government may indicate that it will use the Levy to achieve objectives other than the generation of funds for strategic activities. If so, then the State Government must give valid reasons to show how a change in the Levy will support those objectives before Local government would support the use of Levy funds. For instance, State Government may consider that at a higher rate, the Levy will discourage landfilling of some waste types, but this belief should be supported with something more than anecdotal evidence and also demonstrate that there would not be other financial imposts on Local Government such as an increase in illegal dumping that would need to be cleaned up.</p> <p>c. Capacity to pay the Levy The State Government must take into account the capacity of Local Governments and their communities to pay the Levy. This capacity is affected by both economic and political constraints.</p> <p>8. Administration by Dedicated Waste Agency Consistent with MWAC's <i>Position Paper on Preferred Structures for Waste Management in Western Australia</i> (Sept 2001), Local Government support for the Levy is predicated on the funds raised being administered by an independent statutory body.</p> <p>9. Funding Scope The scope of activities and projects able to be funded through the Waste Levy must recognise differences in regional priorities. Such recognition should include acknowledgement that activities of high priority in urban areas may justifiably be ascribed secondary priority in many rural and regional rural areas.</p>
Date of Adoption	2005 Amended February 2008
Associated Policies:	Policy Statement on Waste Management Legislation (2004) Policy Statement on Extended Producer Responsibility (2004)
Definitions	<p>ESL style levies The Emergencies Services Levy (ESL) raises funds to pay for the operations of the Fire and Emergency Services Authority and is charged against landholders. The ESL is calculated as the Gross Rental Value of the property multiplied by the rate applicable to that region of the state. Regions of WA have been divided into categories based on the level of emergency services available in those regions. The rate is higher in regions which enjoy a higher level of emergency services.</p> <p>Resource Recovery Resource recovery is defined as any waste management operation that diverts a waste material from the waste stream and which results in a certain product with a potential economic or ecological benefit. Resource recovery mainly refers to the following operations: - material recovery, i.e. recycling;</p>

	<ul style="list-style-type: none"> - energy recovery, i.e. re-use a fuel; - biological recovery, e.g. composting; - re-use. <p>State Waste Strategy Refers to the Western Australian waste management strategy. Currently this is largely encapsulated by the <i>Strategic Direction for Waste Management in Western Australia</i>. It is intended that the term <i>State Waste Strategy</i> will apply equally to any new instruments which might supersede these documents before the end of the life of this Policy Statement.</p> <p>The Waste Levy References to “the Waste Levy” are references to the existing instrument established under the <i>Environmental Protection (Landfill) Levy Act 1998</i> and the <i>Waste Avoidance and Resource Recovery Levy (WARRL) Act 2007</i>. The existing Levy is charged on the basis of tonnes of waste received at Metropolitan landfill sites plus tonnes of Metropolitan waste received at non-Metropolitan landfill sites. In addition, the existing Levy is charged at different rates according to whether the waste is received at putrescible or inert landfill site.</p>
<p>End of Policy Statement</p>	

**ATTACHMENT TWO
TO ITEM 8.2.4
ORDINARY COUNCIL MEETING
23 JULY 2009
MINISTERIAL LETTER DATED 18 MAY 2009**



Minister for Environment; Youth

Your Ref:

Our Ref: MINE1311/09

Cr Rod Wilox JP
Chairman
Mindarie Regional Council
PO Box 538
JOONDALUP WA 6919

Dear Counciller Wilox

CHANGES TO THE LANDFILL LEVY

I am writing to inform you that I have requested the Waste Authority to recommend increasing the existing levies on inert and putrescible waste by 300% as of 1 July 2009. The increase will mean that the rate for putrescible landfills will increase from \$7 to \$28 per tonne and the rate for inert landfills will increase from \$3 to \$12 per cubic metre.

This is a necessary step in order to reduce waste going to landfill and support increased rates of recycling, particularly in the construction and demolition sector. As you would be aware, higher landfill levies in other states are associated with better performance in reducing waste to landfill, and increasing recycling of construction and demolition waste.

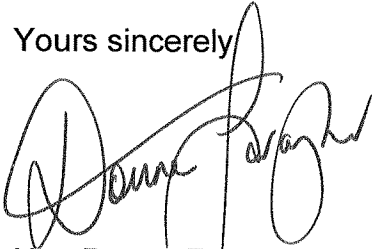
The changes provide for prudent environmental and economic outcomes. To ensure that priority waste management actions continue to be supported, the Waste Authority will continue to receive funding consistent with existing revenue from landfill levies.

Additional funds raised by the increases in the landfill levies will be used to fund other activities of the Department of Environment and Conservation (DEC), beyond those relating to waste management. This approach is consistent with that in place in a number of other Australian jurisdictions.

To strongly deter illegal dumping, I am also proposing a new offence under the Environmental Protection Act to significantly increase the penalties for illegal dumping. As you may be aware, fines for illegal dumping are currently limited to a maximum of \$1000 under the Litter Act in instances where there are no emissions from the dumping to support the offence of pollution under the Environmental Protection Act.

I consider this an important issue for Western Australia and would appreciate your assistance in progressing these changes.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Donna Faragher', written over a vertical line.

Hon Donna Faragher JP MLC
MINISTER FOR ENVIRONMENT; YOUTH
18 MAY 2009

**ATTACHMENT THREE
TO ITEM 8.2.4
ORDINARY COUNCIL MEETING
23 JULY 2009
MINISTERIAL LETTER DATED 24 JUNE 2009**



Minister for Environment; Youth

Our Ref: 40-03894

Mr Kevin Poynton
Chief Executive Officer
Mindarie Regional Council
PO Box 538
JOONDALUP WA 6919

MRC	Date Rec'd: <u>26/6/09</u>
File:	_____
Doc:	_____

Dear Mr Poynton

CHANGES TO LANDFILL LEVY RATE

I am writing to you regarding the proposed 300 percent increase in the landfill levy announced in the 2009/10 State Budget.

The State Government has decided to introduce this increase from 1 January 2010, rather than 1 July 2009. Until this time, the existing scheduled levy rates under the Waste Avoidance and Resource Recovery Levy Regulations 2008 will apply.

Having received legal advice, the Government has decided it is appropriate that prior to the proposed 300 percent increase in levies taking effect, the passage of the *Waste Avoidance and Resource Recovery Amendment Bill 2009* should occur first.

The Government introduced the *Waste Avoidance and Resource Recovery Amendment Bill 2009* into the Legislative Assembly on 18 June 2009. Specifically, the Bill provides at least 25 percent of the forecast levy revenue to be directed to the Waste Avoidance and Resource Recovery (WARR) Account, which will continue to be administered by the Waste Authority, for a range of purposes relating to waste avoidance and resource recovery. The Bill also provides for the Department of Environment and Conservation to utilise levy revenue for broader environmental and conservation purposes.

I look forward to working with you on this and other matters relating to the environment portfolio. Please do not hesitate to contact Mr Tony Beeson, Manager Waste Avoidance and Resource Recovery Account Section, at the Department of Environment and Conservation on (08) 6476 5326 should you require any further information on the landfill levy.

Yours sincerely

Hon Donna Faragher JP MLC
MINISTER FOR ENVIRONMENT; YOUTH

24 JUN 2009

ITEM 8.2.5 PERFORMANCE REVIEW CHIEF EXECUTIVE OFFICER

File No: **PER/11**

Attachment(s): **1. Proposed Chief Executive Officer Targets – 2009**
 2. Quotation for delivery of ongoing services provided by WALGA

Author: **Kevin Poynton**

SUMMARY

The purpose of this report is to obtain Council decisions with respect to the following:

- Performance Targets – 2009
- Provider Organisation – Future Reviews

BACKGROUND

Council, at its Ordinary Council Meeting held on 23 April 2009, resolved as follows:

That Council:

- 1.1 ADOPTS the 2009 Annual Performance Review Report
- 1.2 ENDORSES the overall rating of “Meets performance criteria and associated Performance Indicators at a highly satisfactory level”
- 1.3 ENDORSES a review of the performance criteria and Performance Indicators for the April 2010 review, to be completed by the June 2009 Council meeting
- 1.4 AGREES to conduct the next annual performance review by June 2010, and the rescheduling of all future appraisals to a June timeline

Further work has been conducted on the following matters related to this project:

- Formulation of Performance Targets – 2009
- Progress of quotation for ongoing services from WALGA
- Progress of formulation of revised CEO contract, for effect January 2010

Council consideration of this work is now appropriate.

DETAIL

Proposed Targets – 2009

The Suite of proposed targets for CEO Performance for 2009 is at Attachment One to this Item.

On Going Service Provider

WALGA had previously been appointed, after a competitive exercise, to conduct CEO performance review for years ended December 2007 and December 2008. These reviews have been conducted to the satisfaction of the Council.

A quotation for delivery of ongoing services has been provided by WALGA to the administration.

It is recommended that this quotation at Attachment Two to this Item be accepted by the Council.

Contract Formulation

Work on formulation of a contract, for effect January 2010, has commenced.

Timetable

The proposed timetable for activities associated with ongoing CEO performance reviews is as follows:

- July 2009 - Council approval to Performance Targets – 2009, ongoing service provider
- October 2009 - Council approval to revised contract for CEO
- December 2009 - Council appointment of year 2009 reviewing committee
- 1 June 2010 - Commencement of review process for period January 2009 – May 2010
- July 2010 - Council consideration of Reviewing Committee work

CONSULTATION

WALGA (Mr John Phillips)

STATUTORY ENVIRONMENT

Action associated with this project is compliant with the relevant Local Government legislation.

POLICY IMPLICATIONS

Not directly applicable.

FINANCIAL IMPLICATIONS

Funding for the delivery of CEO performance review services will be included in the appropriate financial year budget.

STRATEGIC IMPLICATIONS

Not directly applicable.

COMMENT

Council consideration on further work associated with the CEO performance review project is now appropriate.

RECOMMENDATION

That Council:

- (i) approve the suite of Performance Targets – 2009, for the Chief Executive Officer, at Attachment One to this Item**
- (ii) approve the appointment of WALGA as provider of CEO performance review services for review years 2009, 2010, 2011, at a total cost of \$14,564**
- (iii) note the timetable for this project as follows:**
 - July 2009 - Council approval to Performance Targets – 2009, ongoing service provider**
 - October 2009 - Council approval to revised contract for CEO**
 - December 2009 - Council appointment of year 2009 reviewing committee**
 - 1 June 2010 - Commencement of review process for period January 2009 – May 2010**
 - July 2010 - Council consideration of Reviewing Committee work**

**ATTACHMENT ONE
TO ITEM 8.2.5
ORDINARY COUNCIL MEETING
23 JULY 2009
PROPOSED CHIEF EXECUTIVE OFFICER TARGETS – 2009**

**MINDARIE REGIONAL COUNCIL
PROPOSED CHIEF EXECUTIVE OFFICER PERFORMANCE TARGETS - 2009**

TARGET	PERFORMANCE INDICATOR
<p>1. Leadership</p> <ul style="list-style-type: none"> • Lead the Mindarie Regional Council staff team to achieve outcomes defined in Business Plan 2008/2009 and 2009/2010 • Facilitate the consolidation of the Council i.e. elected members post October 2009 elections • Take responsibility for critically analysing and reporting the work product of consultants 	<ul style="list-style-type: none"> • Acceptable outcome to Management Satisfaction Survey – June 2010 • Acceptable program for update of Councillors to Mindarie Regional Council business – late 2009/early 2010 • Level of satisfaction by Council with quality of information in agenda items emanating from the work of consultants
<p>2. Strategic Management 2009/2010</p> <ul style="list-style-type: none"> • Develop Business plan consistent with objectives and priorities in Strategic Plan 2009-2029, as revised. • Identify, allocate and utilize appropriate resources, including financial, to achieve targets described in these Business Plans. • Develop a strategic approach to the business of Mindarie Regional Council and the future of waste management in WA by examining the needs and priorities of major players, including the State Government. 	<ul style="list-style-type: none"> • Production of endorsed Business Plan 2009/2010 • Acceptable level of regular progress reporting, including resource allocation issues • Acceptable deliverable with respect to Regional Waste Plan
<p>3. Interpersonal Skills</p> <ul style="list-style-type: none"> • Construct effective relationships with all elected members, key staff within member Councils, MRC staff, consultants and external agencies. • Collaborate with other industry stakeholders in order to ensure a Mindarie Regional Council contribution to industry improvements. • Promote the business of the Council via all communication mediums. 	<ul style="list-style-type: none"> • Acceptable outcome to Satisfaction Survey • Demonstrable involvement in industry activities • Demonstrable promotion of Council business in accord with Marketing Plan 2009/2010 and beyond

TARGET	PERFORMANCE INDICATOR
<p>4. Organisational Management</p> <ul style="list-style-type: none"> • Manage the execution of all programs, particularly landfill and resource recovery in accord with best practice particularly the Australian Business Excellence Framework (ABEF) • Establish demonstrated improvements to the business particularly in relation to operations, corporate and project matters 	<ul style="list-style-type: none"> • Demonstrable initiatives to further utilize the ABEF model with the business • Demonstrable initiatives to improve the operations, corporate and project areas of the business • Level of acceptance by Council with annual audits (compliance, financial and environmental)
<p>5. Training & Development</p> <ul style="list-style-type: none"> • Proposed training and development activities for CEO for 2009 are as follows: <ul style="list-style-type: none"> ○ Attendance at the following conferences <ul style="list-style-type: none"> ▪ State LGMA Events ▪ State Waste Management Conference (Perth) • Attendance at a limited number of one-day presentation events of a management orientation, when offered • Participation in The Executive Connection (TEC) 	<ul style="list-style-type: none"> • Evidence of participation in described events, together with adoption of 'lesson learnt' to Mindarie Regional Council business

**ATTACHMENT TWO
TO ITEM 8.2.5
ORDINARY COUNCIL MEETING
23 JULY 2009
QUOTATION FOR DELIVERY OF ONGOING SERVICES
PROVIDED BY WALGA**



**WESTERN AUSTRALIAN
LOCAL GOVERNMENT ASSOCIATION**

4 June 2009

Chief Executive Officer
Mindarie Regional Council
'Tamala Park'
Lot 118 Marmion Avenue
MINDARIE WA 6030

CONFIDENTIAL

Dear Kevin,

RE: CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEWS (2010 - 2012)

Thank you for the opportunity to quote for the task of assisting Council with your annual appraisal process for the three years 2010 – 2012. I offer the following quotes for each year:

- 2010 - \$4,400(inc gst)
- 2011 - \$4,840 (inc gst)
- 2012 - \$5,324 (inc gst)

Further to the process undertaken in 2008 and 2009, we confirm that the preferred methodology will continue to be that, under the direction of a Council appointed Review Committee (including meetings with the Committee as required):

- Draft and distribute questionnaires to CEO and all Councillors. Offer the option of a facilitated individual interview, or a telephone interview if preferred, for those who do not choose to complete a questionnaire;
- Aggregate all feedback and compile 'Feedback Reports';
- Facilitate face to face Appraisals if required;:
- Review and refine KRA's for 2010/2011, 2011/2012 and 2012/2013;
- Prepare Final Appraisal Reports and recommendations for Council;
- Prepare Remuneration Report and Recommendations for Council;
- Attend Regional Council meetings to provide Final Reports and briefings for Elected Members.

I am pleased to confirm that we have undertaken extensive work of this nature in the last eight years, including member Local Governments as diverse as:

Regional Councils:

Tamala Park
Mindarie
Rivers

Towns of:

Alice Springs (NT)
Cambridge
Claremont
Cottesloe
Kwinana
Mosman Park
Vincent

Cities of:

Armadale
Joondalup
Perth
Rockingham

Shires of:

Broome
Busselton
Capel
Carnarvon
Central Desert Shire (NT)
Cue
Dandaragan
Derby - West Kimberley
Kellerberrin/Tammin

MacDonnell (NT)

Manjimup
Meekatharra
Merredin
Mundaring
Narembeen
Southern Cross
Wickepin
Yalgoo

I look forward to hearing from you regarding Council's decision on this matter.

Yours sincerely,



John Phillips
Executive Manager
Workplace Solutions

**ITEM 8.2.6 MINDARIE REGIONAL COUNCIL POLICY DOCUMENTATION –
REVIEW OF EXISTING AND FORMATION OF NEW POLICIES**

File No: **COR/23**

Attachment(s): **1. 15B Alcohol and Drugs**
 2. 20B Environmental Management

Author: **Kathleen van Son**

SUMMARY

The purpose of this item is to commence the process of Council approval to new and revised Mindarie Regional Council (MRC) policies.

BACKGROUND

Council had previously agreed that an exercise should be conducted to review MRC policies, and obtain Council approval to revised policy documents. This process has commenced, and Council consideration of the initial work is now appropriate.

DETAIL

Structure of Business Documentation

The Council utilises a business manual which comprises both policies and procedures. These documents are reviewed on a regular basis.

Review Progress

The exercise for the reviewing and creating of policies has been commenced, and has progressed to the point of a review of Part A – Governance and Part B – Business. Copies of these documents are now presented for Council approval and are described at Attachments to this Item.

CONSULTATION

Consultation took place with Mindarie Regional Council's Safety Officer and Environmental Officer.

STATUTORY ENVIRONMENT

Not directly applicable.

POLICY IMPLICATIONS

Approved policies will form part of the Council's business manual.

STRATEGIC IMPLICATIONS

This review will have no direct strategic implications.

COMMENT

The administration has commenced the process of the review of business documentation, commencing with existing policies. These newly created policies are now submitted for Council consideration and approval.

RECOMMENDATION

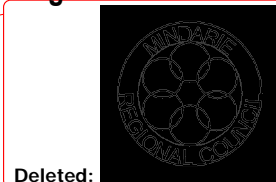
That Council approve revised policies as follows:

- (i) 15B Alcohol and Drugs**
- (ii) 20B Environmental Management**

**ATTACHMENT ONE
TO ITEM 8.2.6
ORDINARY COUNCIL MEETING
23 JULY 2009
15B ALCOHOL AND DRUGS – REVISED**



DRAFT



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POLICY NO: 15B
POLICY: ALCOHOL AND DRUGS
ISSUED: November 1998
REVIEWED: September 2000
August 2005
April 2009

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OBJECTIVE:

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The objectives of this policy are to:

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Recognise that unsafe work practices and conditions may occur where employees are working under the influence of alcohol and/or prescribed and/or unprescribed drugs;

- Identify the workplace factors, and, where appropriate, other personal factors, that can contribute to alcohol and drug reaction or drug misuse, to encourage those with problems to seek assistance and to link such action with other occupational health and safety issues;
- Provide employees and contractors with information about the effects and potential hazards resulting from their work performance and required actions whilst under the influence of alcohol and/or drugs; and
- Ensure that employees and contractors and contractors taking legally prescribed drugs remain safe and in control of their actions in the workplace.
- Ensure that alcohol and recreational (non-prescription) drugs are not brought to or consumed whilst in the workplace and that no employee or contractor at work is under the influence of either alcohol or non-prescription drugs.

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POLICY:

The Mindarie Regional Council will provide safe working conditions for employees and contractors and contractors to encourage each person to work free of the influence of alcohol and prescribed or recreational drugs. The Council actively enforces strict adherence to this policy and breaches will be dealt with by appropriate action, including counselling and/or disciplinary action.

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1. The Council will continue to develop and improve systems to identify those factors which may contribute to alcohol and drug

misuse or may be as a result of a reaction to prescribed medication
 These systems include:

1.1. Site inspections for hazards, on a regular basis

1.2. Random Drug and Alcohol testing (see Mindarie Regional Council Fitness for Work Procedure)

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1.3. Consistent and effective formal and informal communication mechanisms between Supervisors and staff

2. The Council will ensure that staff have the opportunity for training and education, in regard to alcohol and drug issues, if required.

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3. The right of individuals to use substances, including alcohol outside the workplace is acknowledged. However when their work performance suffers and there exists potential danger to any person's safety in the workplace, then action is to be taken. Employees and contractors considered to be affected by substances, may be removed from the workplace, and will be offered counselling and or dealt with by disciplinary action.

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4. The use of testing methods carried out by a medical practitioner or a person licensed to carry out the testing to detect the presence of alcohol and non-prescription drugs may occur where it is suspected that an employee may be under the influence of such substances.

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5. The possession or sale of illegal drugs and inappropriately acquired prescription drugs are considered to be serious breaches of an employee's and contractor's conduct and will be dealt with by disciplinary action.

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6. The management of all alcohol and drug related issues is consistent with industry standards and guidelines, as documented in the relevant Acts, Awards and publications.

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7. This policy is to be read in conjunction with Policy No.12B (Occupational Safety and Health), and Policy No. 10B (Discipline).

RESPONSIBILITY

The Chief Executive Officer is responsible for the implementation and monitoring of this policy.

The Management Team is responsible for the leadership and management of all aspects of this policy, including the development of policies and programmes in consultation with staff representatives.

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 Alcohol and Drugs . . . Policy No 15B¶
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Supervisor's responsibilities are as follows:

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- To ensure that the intent of this policy is implemented and that programmes are followed
- To ensure that the policy is communicated, understood and reinforced regularly to all staff
- To ensure that new staff are advised of this policy
- To ensure that individual employees and contractors who are on prescribed drugs are in a fit state to undertake their duties without risking their own safety, their fellow workers, contractors and customers. This may include liaison with appropriate clinical practitioners including medical, nursing and pharmacy staff

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Employees and contractors have a responsibility to report to work free of the influence of alcohol and recreational drugs and to refrain from the consumption of such substances whilst in the workplace.

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Employees and contractors are required to be mindful that recreational drugs may still be detectable and active many hours after use. As a matter of workplace safety, employees and contractors taking prescribed drugs are required to discuss with supervisors their ability to perform their duties including operate plant and equipment whilst taking prescribed drugs prior to undertaking work.

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Employees who are on prescribed drugs will be asked to provide details of all prescribed drugs to the Human Resource Officer for inclusion on their personnel file (S20 of the Occupational, Safety and Health Act 1984 WA). This information will be kept strictly confidential, although can be provided to Medical Officers in the event of an accident at work.

Employees and contractors may be required to obtain a medical clearance or written advice on potential side effects of prescribed drugs.

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Employees and contractors who have concerns about working with any other employee due to possible alcohol or drug use shall consult with their supervisor or the Chief Executive Officer.

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Employees and contractors must at all times carry out their duties and responsibilities in a safe and responsible manner. Mindarie Regional Council has a non negotiable obligation to provide a safe working environment and the employees and contractors have an obligation to be fit for duty and to work to established standards for job performance and conduct.

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**ATTACHMENT TWO
TO ITEM 8.2.6
ORDINARY COUNCIL MEETING
23 JULY 2009
20B ENVIRONMENTAL MANAGEMENT - REVISED**



Mindarie

Regional Council
Business Manual - Policies

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OBJECTIVE:

The objectives of this policy are to:

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- Manage the facility in accordance with the regulatory requirements of the various public authorities and other relevant environmental requirements to which the Council subscribes;
- Provide employees with information and training on the environmental aspects of the operation of the Tamala Park facilities to ensure work practices are undertaken in a manner consistent with good environmental practice; and
- Prevent pollution and continuously improve the standard of environmental management of Council's operations.

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Regional Council
Business Manual - Policies

- It is the policy of the Council to provide environmentally safe working conditions for employees and to encourage each person to have regard to the environment whilst performing their duties. The Council institutes, maintains and actively encourages working systems throughout its operation for the personal well being of each employee and the environment, including training in the requirements of issued licences.
- Under this policy, Supervisors are to provide the initiative and follow up action necessary to maintain compliance with the requirements of the various regulatory authorities. They must ensure that individual employees are environmentally minded and investigate, report and rectify all conditions and activities that are deemed hazardous.
- Employees have a responsibility to be familiar with the relevant requirements of existing licences and EMMP, appropriate to their duties, and to act accordingly. In addition, employees also have a responsibility to report and/or make recommendations for consideration to identify, eliminate or minimise environmental hazards.

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RESPONSIBILITIES

The Chief Executive Officer is responsible for the implementation and monitoring of this policy. The Management team is responsible for leadership and the management of all aspects of its operations, including compliance with any regulatory requirements. It is responsible for the development of policies, programmes and procedures and the provision of adequate resources to give effect to them.

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Supervisors are responsible for ensuring that programmes are implemented and that policies and procedures are followed.

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WESTERN AUSTRALIAN
LOCAL GOVERNMENT ASSOCIATION
North Metropolitan Zone

MINUTES

Meeting Date: 30 July 2009

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MINUTES OF THE MEETING OF THE NORTH METROPOLITAN ZONE OF THE WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION HELD AT THE CITY OF STIRLING, 25 CEDRIC STREET, STIRLING (PARMELIA ROOM) ON THURSDAY 30 JULY 2009

1. ATTENDANCE

City of Joondalup

Committee Members: Mayor Troy Pickard
Cr Russ Fishwick

Officers: Mr Garry Hunt, Chief Executive Officer *Absent from 1850–1853 hrs.*
Mr Jamie Parry, Director Governance and Strategy

City of Wanneroo

Committee Members: Cr Frank Cvitan (Deputy Chairperson)
Cr Tracey Roberts
Cr Bob Smithson (deputising for Cr Rudi Steffens)

Officers: Mr John Paton, Director Corporate Strategy and Performance

City of Stirling

Committee Members: Cr David Boothman
Cr Terry Tyzack
Cr Elizabeth Re

Officers: Mr Aaron Bowman, Manager of Governance and Council Support
Absent from 1842-1850 hrs
Mr Laurie Crouch, Manager of Community Safety
Absent from 1850 – 1855 hrs, and from 1918-1920 hrs

WALGA Mr Mark Batty, Executive Manager Environment and Waste
Ms Meredith Neilsen, Governance Policy Officer

Secretariat Mrs Janet Foster, Administrative Services Coordinator (City of Joondalup)

In Attendance

Ms Heather Harker, Deputy Commissioner, Department of Corrective Services *to 1850 hrs*

Mr Bruce Telfer, Acting Rural Operations Coordinator, FESA *to 1918 hrs*

DECLARATION OF OPENING

The Chairperson declared the meeting open at 1805 hrs.

APOLOGIES:

City of Joondalup: Cr Tom McLean

City of Wanneroo: Cr Rudi Steffens
Cr Maureen Grierson
Mr Daniel Simms, Chief Executive Officer

City of Stirling: Cr Bill Stewart
Mr Stuart Jardine, Chief Executive Officer

2. ANNOUNCEMENTS

Nil.

3. CONFIRMATION OF MINUTES

MOVED Cr Fishwick SECONDED Cr Roberts that the Minutes of the meeting of the North Metropolitan Zone held on Thursday 20 May 2009 be confirmed as a true and accurate record of the proceedings.

The Motion was Put and

CARRIED

4. BUSINESS ARISING FROM MINUTES

Nil

Mayor Pickard requested that this item of business be removed from future agendas.

5. DEPUTATIONS/PRESENTATIONS

Presentation by the Department of Corrective Services – Corrective Services Programs

The Department of Corrective Services was in attendance to provide a presentation to the North Metropolitan Zone on the opportunities for local governments to link into existing Corrective Services programs.

Background

On 6 May, WALGA President Bill Mitchell met with the Commissioner of the Department of Corrective Services and Senior Staff, to discuss opportunities for Local Governments to link into existing Corrective Services programs, such as REPAY WA, to deliver a benefit back to communities.

It was a very positive meeting that focused on creating real opportunities to work together and delivering tangible benefits back to communities, helping offenders learn and develop skills while working to complete community service orders.

The fulfilment of community service orders is taking place all over the State all the time, and this type of partnership envisions creating a wider range of projects or work for offenders in the community that tie in with local needs. More than that, it could potentially provide local government with a way of undertaking additional projects or providing additional services that are not currently affordable.

The Department of Corrective Services is keen to begin informing all local governments what type of services and programs could be utilized in their communities, what they can offer, how they can work together, how they can link into existing Corrective Services Programs, and how it can benefit each other.

Deputy Commissioner, Heather Harker of the Department of Corrective Services provided a presentation – Attachment 2 refers.

Questions were raised from the floor in relation to the coordination and level of supervision proposed, how costs borne by the local governments can be reduced, and the need for communication between the Department of Corrective Services and the police.

Mayor Pickard thanked Ms Harker for her presentation and encouraged other local governments to become involved in the program.

Presentation by the Fire and Emergency Services – Changes to the Bush Fires Act

Mr Bruce Telfer, Acting Rural Operations Coordinator of FESA was in attendance to provide a presentation to the North Metropolitan Zone on the proposed changes to the Bush Fires Act 1954.

Background

The Community Development and Justice Standing Committee tabled its Report on the Inquiry into Fire and Emergency Services Legislation (“the Report”) in the Legislative Assembly on 19 October 2006. In November 2008, State Cabinet approved the drafting of three critical amendments to the Bush Fires Act 1954 which includes recommendations 48 and 49 (These enable the Fire & Emergency Services Authority (FESA) to take control of a major fire (as defined in legislation) from Local Governments or the Department of Environment & Conservation (DEC)) and the ability for FESA to declare a total fire ban. Work has commenced on making these amendments to the legislation.

Mr Bruce Telfer provided a presentation – Attachment 3 refers.

Questions were raised from the floor in relation to the definition of property and cost to local governments.

Mayor Pickard thanked Mr Telfer for his presentation.

6. MATTERS REFERRED TO WALGA

6.1 Status Report on Matters referred to WALGA State Council for Action.

As a means of increasing communication and providing feedback to the North Metropolitan Zone, a schedule has been prepared on matters referred to WALGA State Council for action.

Additional Information

Following distribution of the agenda, WALGA advised that Item 7.10 relating to the use of glass drinking containers (from the North Metropolitan Zone minutes of 20 May 2009) was inadvertently omitted from the Zone Status Report. An amended Status Report was provided – Attachment 1 refers.

MOVED Cr Boothman SECONDED Cr Cvitan that the Status Report (as amended) on matters referred to WALGA State Council for action, dated July 2009, be RECEIVED.

The Motion was Put and

CARRIED

7. REPORTS FROM MEMBER COUNCILS

The Presiding Person advised that Items 7.1, 7.2 and 7.3 would be dealt with together.

**7.1 LOCAL GOVERNMENT ALCOHOL MANAGEMENT PROJECT
– CITY OF JOONDALUP**

Report submitted by City of Joondalup

IN BRIEF

At the previous meeting of the North Metropolitan Zone consideration was given to Councils participating in the Local Government Alcohol Management Pilot Project being facilitated by WALGA.

The City of Joondalup has agreed to participate in the pilot project and has attended a meeting of the WALGA Reference Group and a Program Logic session for the project to date.

BACKGROUND

WALGA referred this issue to the previous meeting of the North Metropolitan Zone requesting that Councils consider participating in the pilot project to implement the Local Government Alcohol Management Package.

The North Metropolitan Zone subsequently resolved to:

- 1 *NOTE the Government Alcohol and Crime Management Pilot Project;*

- 2 *REFER the report to the Chief Executive Officers of member Councils for further consideration and a subsequent report to the North Metropolitan Zone meeting to be held on 30 July 2009.*

COMMENT

The City of Joondalup considered the information available in the Local Government Alcohol Management Package, had discussions with the WALGA Project Officer, Marianne Carey and subsequently agreed to participate in the pilot project.

The City now has a representative on the WALGA Reference Group (along with 10 other Councils) and has participated in a session facilitated by Murdoch University to develop the Program Logic. The development of the Program Logic is intended to provide the strategic direction for the project as well as developing measurable outcomes.

As the preliminary work on the pilot project is well progressed, the City is now in a position to establish an internal Working Group that will be responsible for managing the pilot project. The Working Group will comprise representatives across the organisation as implementation of the Local Government Alcohol Management Package will require input and commitment from a number of Business Units.

The WALGA Project Officer will be invited to participate in meetings of the City's Working Group so that information across different Councils can be shared.

OFFICER'S RECOMMENDATION

That the North Metropolitan Zone NOTES that the City of Joondalup will be participating in the Local Government Alcohol Management Pilot Project.

MOVED Cr Roberts SECONDED Cr Cvitan that the North Metropolitan Zone:

- 1 **NOTES that the Cities of Joondalup, Stirling and Wanneroo will be participating in the Local Government Alcohol Management Pilot Project;**
- 2 **REQUESTS the co-ordination of the working group amongst the three member Councils.**

The Motion was Put and

CARRIED

7.2 LOCAL GOVERNMENT ALCOHOL MANAGEMENT PROJECT – CITY OF STIRLING

Report submitted by City of Stirling

IN BRIEF

To respond to the resolution of the North Metropolitan Zone committee meeting held on 20 May 2009 requesting member Councils to consider participating in the Local Government Alcohol and Crime Management Pilot Project and report back to the North Metropolitan Zone.

At the North Metropolitan Zone Committee meeting held 20 May 2009, it was resolved as follows:

"That the North Metropolitan Zone:

- 1 NOTES the Government Alcohol and Crime Management Pilot Project;*
- 2 REFERS the report to the Chief Executive Officers of member Councils for further consideration and a subsequent report to the North Metropolitan Zone meeting to be held on 30 July 2009."*

COMMENT

In response to the above resolution, the attached report was presented to the City of Stirling Council at its meeting held 23 June 2009 where it was resolved as follows:-

"That Council AUTHORISE the participation of the City of Stirling in the WALGA Local Government Alcohol and Crime Prevention Pilot Project."

The City of Stirling has subsequently written to WALGA in response to correspondence received from them in relation to the project advising of the above resolution.

OFFICER'S RECOMMENDATION

That the North Metropolitan Zone NOTES that the City of Stirling will be participating in the WALGA Local Government Alcohol and Crime Prevention Pilot Project.

This item was considered earlier in the meeting, in conjunction with Item 7.1.

7.3 LOCAL GOVERNMENT ALCOHOL MANAGEMENT PROJECT – CITY OF WANNEROO

Report submitted by the City of Wanneroo

IN BRIEF

The aim of the Alcohol and Crime Management Project is to pilot a WALGA project to effectively address alcohol related issues within the community by using the framework and resources contained in the “Local Government Alcohol Management Package”. A working group, comprising number of disciplines within the City of Wanneroo, will be established as part of the pilot project.

BACKGROUND

The problems associated with excessive alcohol use impact both directly and indirectly on the business of local government in Western Australia. The misuse of alcohol creates many issues and imposes a financial burden on local government. Some of these issues include anti-social behaviour, littering, vandalism and graffiti.

WALGA recently received funding to appoint an Alcohol and Crime Management Project Coordinator on a twelve month basis. The role of the Coordinator is to facilitate a pilot project to develop ‘whole of organisation’ policies and alcohol management plans.

A brief on the project was presented at the WALGA North Metropolitan Zone meeting held on 20 May 2009, where the Committee carried the motion to refer the report to the Chief Executive Officers of member Councils for further consideration and reporting to the North Metropolitan Zone meeting to be held on 30 July 2009.

COMMENT

A working group within the City of Wanneroo will be established with the aim of developing a policy framework for the City in managing alcohol related issues.

The working group is likely to comprise of staff from the following disciplines: Health, Smart Growth/Planning, Rangers, Safety, Community Development, Youth Services, Waste Services, Contracts and Property, Human Resources and Leisure Services.

A member of the working group will also represent the City of the *Local Government Alcohol Management Reference Group* which will comprise the following agencies: WALGA, Department of Health, Drug and Alcohol Office, WA Police, other local governments participating in the pilot project, as well as the Department of Racing, Gaming and Liquor.

OFFICER'S RECOMMENDATION

That the North Metropolitan Zone NOTES the City of Wanneroo's inclusion in the Alcohol and Crime Management Project pilot and the establishment of the City's working group.

This item was considered earlier in the meeting, in conjunction with Item 7.1.

7.4 NORTH METROPOLITAN ZONE – PRESIDING PERSON AND SECRETARIAT DUTIES

Report submitted by City of Joondalup

IN BRIEF

To:

- **give consideration to amending the date for appointment of Presiding Person;**
- **request WALGA to undertake secretariat duties for North Metropolitan Zone meetings.**

BACKGROUND

The position of Presiding Person of the North Metropolitan Zone, together with secretariat duties, is rotated between the three member Councils in May every second year.

In May 2008 Mayor Troy Pickard was appointed as Presiding Person and the City of Joondalup commenced secretariat duties.

COMMENT

As local government elections are now held in October, it is recommended that the next election of Presiding Person occur following the ordinary local government elections to be held in October 2009.

The Western Australian Local Government Association (WALGA) undertakes secretariat duties for all metropolitan Zones, with the exception of the North Metropolitan Zone. WALGA has indicated it would be agreeable to also undertaking the secretariat duties for the North Metropolitan Zone if requested to do so. This proposed change in secretariat would not affect the ability of each member Council to submit reports to North Metropolitan Zone meetings.

OFFICER'S RECOMMENDATION

That the North Metropolitan Zone:

- 1 AGREES to give consideration to appointing a Presiding Person at its first meeting following each ordinary local government elections;
- 2 REQUESTS the Western Australian Local Government Association to provide secretariat duties for the North Metropolitan Zone.

MOVED Cr Boothman SECONDED Cr Tyzack that the North Metropolitan Zone:

- 1 **AGREES to appoint a Presiding Person at its first meeting following each ordinary local government elections;**
- 2 **REQUESTS the Western Australian Local Government Association to provide secretariat duties for the North Metropolitan Zone.**

The Motion was Put and

CARRIED

8. WALGA STATE COUNCIL AGENDA – MATTERS FOR DISCUSSION

(Zone delegates to consider the Matters for Decision contained in the WALGA State Council Agenda and put forward resolutions to Zone Representatives on State Council)

Matters of Particular Interest on State Council Agenda

4.1 REVIEW AND REFORM OF PLANNING AND DEVELOPMENT ASSESSMENT SYSTEMS

MOVED Cr Smithson SECONDED Cr Cvitan that the following words be included in Point 1.1 of the Motion, after “... Local Governments in Western Australia”:

“... including referral roles of other agencies ..”

The Motion was Put and

CARRIED

5.2 CITIZENSHIP CEREMONIES

MOVED Cr Cvitan SECONDED Cr Roberts that the Motion be AMENDED as follows:

“That:

- 1 *The Association acknowledge that the cost and administration of citizenship ceremonies is considered to be overly burdensome in instances where the Councils (such as the Cities of Wanneroo, Stirling and Joondalup, and local government authorities with large numbers of humanitarian refugees) conduct large ceremonies on a frequent basis;*

- 2** *WALGA further pursue this with the Australian Local Government Association (ALGA) and the Commonwealth Government requesting that a portion of the citizenship application fee, or other revenue sources, be allocated to the relevant local government authority.”*

The Motion was Put and

CARRIED

9. WALGA STATE COUNCIL MEMBERS' REPORTS

Mayor Pickard commented on the WALGA President's Report.

10. GENERAL BUSINESS

Nil.

11. DATE, TIME & PLACE OF NEXT MEETING

The next meeting of the North Metropolitan Zone will be held at the City of Joondalup at 6.00 pm on Thursday 1 October 2009.

12. CLOSURE

The meeting closed at 1954 hrs.



North Metropolitan Zone Status Report July 2009

Zone	Agenda Item	Zone Resolution	WALGA Response	Up-date	WALGA Contact
North M	<p>2009 May 20 Zone Agenda Item 7.10 Use of Glass Drinking Containers in Licensed Premises and Liquor Outlets</p>	<p>REQUESTS WALGA to:</p> <ol style="list-style-type: none"> 1 EXAMINE strategies for local governments to work with the hospitality industry to better manage glass in licensed premises and liquor outlets; 2 PREPARE an application to The Criminal Confiscation Act 2000 Grants Program to fund resources to support this initiative. 	<p>This matter has been referred to WALGA's Alcohol Management Project Manager for consideration in the plans being developed with participating councils.</p> <p>WALGA representatives are also meeting with industry reps to explore the issue as well as researching strategies used in other States</p>	July 09	<p>Allison Hailes Executive Manager Planning & Community Development 9213 2018 ahailes@walga.asn.au</p>
North M	<p>2009 May 20 Zone Agenda Item 7.7 Local Government Act Rating Exemptions for Charitable Purposes</p>	<p>That the North Metropolitan Zone:</p> <ol style="list-style-type: none"> 1 NOTES the City of Stirling's support for a review of Section 6.26(2)(g) of the Local Government Act 1995 '<i>Rating Exemptions for Charitable Purposes</i>' to provide certainty and unambiguous guidance to all parties in the matter; 2 REQUESTS the State Council to urgently seek support from the Local Government Minister to initiate this review in conjunction with the local government sector. 	<p>The matter of clarifying S 6.26 (2) (g) of the Local Government Act 1995 is a longstanding matter of priority to State Council and has been raised with successive Governments. The SSS Legislative Review Working Group has noted this matter for urgent attention, with the aim of clarifying the definition of land used for charitable purposes and taking into account that it is becoming common for land vested in charitable organisations to be used for commercial activities.</p>	July 09	<p>James McGovern Policy Manager LG Advisory Service 9213 2093 jmcgovern@walga.asn.au</p>

<p>North M</p>	<p>2009 May 20 State Council Agenda Item 5.3 Proposed Amendments to the WALGA Annual General Meeting Standing Orders</p>	<p>That an additional recommendation be ADDED to read: <i>“That Clause 13.8 be amended by deleting the words “shall at once” and including the word “may”.”</i></p>	<p>The resolution from the North Metropolitan Zone was incorporated in the State Council resolution as follows: STATE COUNCIL RESOLUTION June 2009 That clauses 13 (Debate Procedures) and 26 (Method of Taking Votes) of the Annual General Meeting Standing Orders be amended as follows:</p> <p>13. DEBATE PROCEDURES</p> <p>13.1 A delegate moving a substantive motion may speak for –</p> <p>(a) 5 minutes in his or her opening address; and</p> <p>(b) 3 minutes in exercising the right of reply.</p> <p>13.2 Other speeches for or against motions are to be limited to 3 minutes unless consent of the meeting is obtained which shall be signified without debate.</p> <p>13.8 No more than two delegates shall speak in succession on one side, either for or against the question before the meeting, and if at the conclusion of the second speaker’s remarks, no delegates speaks on the other side, the motion or amendment may be put to the vote.</p> <p>26. METHOD OF TAKING VOTES</p> <p>The President shall, in taking a vote on any motion or amendment, put the question first in the affirmative, and then in the negative and may do so as often as is necessary to enable formation and declaration of an opinion as to whether the affirmative or the negative has the majority on the voices, by a show of hands or by an electronic key pad voting system.</p>	<p>July 09</p>	<p>Meredith Neilsen Policy Officer Governance 9213 2013 mneilsen@walga.asn.au</p>
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<p>North M</p>	<p>2009 May 20 State Council Agenda Item 5.2 Criminal Prosecution and Civil Litigation of Graffiti Offenders</p>	<p>That the following words be added to the end of Point 4 of the Motion: “... and increase all associated penalties.”</p>	<p>The resolution from the North Metropolitan Zone was incorporated in the State Council resolution as follows: STATE COUNCIL RESOLUTION June 2009 That the Association:</p> <ol style="list-style-type: none"> 1. seek a meeting with the Police Commissioner to discuss the WA Police implementing a standing policy of always seeking restitution from graffiti offenders, following seeking advice from the Council on the cost of the damage; 2. brings to the attention of State Government the problems in winning a restitution order, and seeking support for the process to be improved; 3. explores the development of a training program to teach Council Officers how to initiate and present a claim through the Minor Case Procedure in the Magistrates Court or other jurisdictions as required; 4. advocate for the Western Australian State Government to introduce a separate Act to deal only with Graffiti including appropriate penalties; and 5. consult with Local Governments and consider developing a policy regarding Local Government participation in Victim Offender Mediation and having graffiti offenders on community service orders. 	<p>July 09</p>	<p>Warren Pearce Community Policy Officer 9213 2082 wpearce@walga.asn.au</p>
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North M	2008 November 20 Zone Agenda Item 7.1 Boundary Reviews – Legislative Amendments to the <i>Local Government Act 1995</i>	The North Metropolitan Zone Committee SEEKS the support of WALGA to lobby the State Government for an amendment to Schedule 2.1 of the Local Government Act 1995 as follows:	This matter was considered at a Governance & Strategy Policy Team meeting, where it was resolved to seek a meeting with the Local Government Advisory Board to discuss the boundary review process.	July 09	Tony Brown Executive Manager Governance and Strategy 9213 2051 tbrown@walga.asn.au
North M	2008 September 18 Zone Agenda Item 7.1 Convening Special Electors Meetings	That the North Metropolitan Zone SEEKS the support of WALGA to lobby the State Government to increase the number of residents required to call a special electors meeting to 500 or 5% of the number of electors, whichever is the lesser number.	The resolution from the North Metropolitan Zone was considered at the Governance & Strategy Policy Team meeting held on 3 December 2008. This proposal has been supported by the Policy Team and was an Agenda item for the February 2009 State Council meeting. State Council resolved for the item to 'lay on the table", as it was thought that with the recent Local Government reform announcements that this was not the right time to pursue this matter. The item will be re-submitted to a future meeting.	July 09	James McGovern Policy Manager LG Advisory Service 9213 2093 jmcgovern@walga.asn.au
North M	2007 November 29 Zone Agenda Item 7.4 Reimbursement of Local Government Costs Incurred in the Administration and Operation of Citizenship Ceremonies.	That the North Metropolitan Zone Committee REQUEST WALGA to again raise the issue of funding citizenship ceremonies with ALGA, with the objective of further lobbying the Commonwealth Government to change its position on this matter.	WALGA has sought member Council feedback. An agenda item on this issue is contained within the August 2009 State Council Agenda.	July 09	Jodie Holbrook Policy Manager Community 9213 2044 jholbrook@walga.asn.au
North M	2007 November 29 Zone Agenda Item 7.3 Use of Differential Rating to Discourage the Holding of Undeveloped Land	That the North Metropolitan Zone Committee seeks the Western Australian Local Government Association's support to lobby the State Government to amend the current legislative provisions in relation to differential rating to enable a differential rate to be applied on the basis of the length of time a property has remained in an undeveloped state.	This matter will be considered at the August meeting of the Associations Governance & Strategy Policy Team.	July 09	Tony Brown Executive Manager Governance & Strategy 9213 2051 tbrown@walga.asn.au



WESTERN AUSTRALIAN
LOCAL GOVERNMENT ASSOCIATION
North Metropolitan Zone

MINUTES

Meeting Date: 30 July 2009

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MINUTES OF THE MEETING OF THE NORTH METROPOLITAN ZONE OF THE WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION HELD AT THE CITY OF STIRLING, 25 CEDRIC STREET, STIRLING (PARMELIA ROOM) ON THURSDAY 30 JULY 2009

1. ATTENDANCE

City of Joondalup

Committee Members: Mayor Troy Pickard
Cr Russ Fishwick

Officers: Mr Garry Hunt, Chief Executive Officer *Absent from 1850–1853 hrs.*
Mr Jamie Parry, Director Governance and Strategy

City of Wanneroo

Committee Members: Cr Frank Cvitan (Deputy Chairperson)
Cr Tracey Roberts
Cr Bob Smithson (deputising for Cr Rudi Steffens)

Officers: Mr John Paton, Director Corporate Strategy and Performance

City of Stirling

Committee Members: Cr David Boothman
Cr Terry Tyzack
Cr Elizabeth Re

Officers: Mr Aaron Bowman, Manager of Governance and Council Support
Absent from 1842-1850 hrs
Mr Laurie Crouch, Manager of Community Safety
Absent from 1850 – 1855 hrs, and from 1918-1920 hrs

WALGA Mr Mark Batty, Executive Manager Environment and Waste
Ms Meredith Neilsen, Governance Policy Officer

Secretariat Mrs Janet Foster, Administrative Services Coordinator (City of Joondalup)

In Attendance

Ms Heather Harker, Deputy Commissioner, Department of Corrective Services *to 1850 hrs*

Mr Bruce Telfer, Acting Rural Operations Coordinator, FESA *to 1918 hrs*

DECLARATION OF OPENING

The Chairperson declared the meeting open at 1805 hrs.

APOLOGIES:

City of Joondalup: Cr Tom McLean

City of Wanneroo: Cr Rudi Steffens
Cr Maureen Grierson
Mr Daniel Simms, Chief Executive Officer

City of Stirling: Cr Bill Stewart
Mr Stuart Jardine, Chief Executive Officer

2. ANNOUNCEMENTS

Nil.

3. CONFIRMATION OF MINUTES

MOVED Cr Fishwick SECONDED Cr Roberts that the Minutes of the meeting of the North Metropolitan Zone held on Thursday 20 May 2009 be confirmed as a true and accurate record of the proceedings.

The Motion was Put and

CARRIED

4. BUSINESS ARISING FROM MINUTES

Nil

Mayor Pickard requested that this item of business be removed from future agendas.

5. DEPUTATIONS/PRESENTATIONS

Presentation by the Department of Corrective Services – Corrective Services Programs

The Department of Corrective Services was in attendance to provide a presentation to the North Metropolitan Zone on the opportunities for local governments to link into existing Corrective Services programs.

Background

On 6 May, WALGA President Bill Mitchell met with the Commissioner of the Department of Corrective Services and Senior Staff, to discuss opportunities for Local Governments to link into existing Corrective Services programs, such as REPAY WA, to deliver a benefit back to communities.

It was a very positive meeting that focused on creating real opportunities to work together and delivering tangible benefits back to communities, helping offenders learn and develop skills while working to complete community service orders.

The fulfilment of community service orders is taking place all over the State all the time, and this type of partnership envisions creating a wider range of projects or work for offenders in the community that tie in with local needs. More than that, it could potentially provide local government with a way of undertaking additional projects or providing additional services that are not currently affordable.

The Department of Corrective Services is keen to begin informing all local governments what type of services and programs could be utilized in their communities, what they can offer, how they can work together, how they can link into existing Corrective Services Programs, and how it can benefit each other.

Deputy Commissioner, Heather Harker of the Department of Corrective Services provided a presentation – Attachment 2 refers.

Questions were raised from the floor in relation to the coordination and level of supervision proposed, how costs borne by the local governments can be reduced, and the need for communication between the Department of Corrective Services and the police.

Mayor Pickard thanked Ms Harker for her presentation and encouraged other local governments to become involved in the program.

Presentation by the Fire and Emergency Services – Changes to the Bush Fires Act

Mr Bruce Telfer, Acting Rural Operations Coordinator of FESA was in attendance to provide a presentation to the North Metropolitan Zone on the proposed changes to the Bush Fires Act 1954.

Background

The Community Development and Justice Standing Committee tabled its Report on the Inquiry into Fire and Emergency Services Legislation (“the Report”) in the Legislative Assembly on 19 October 2006. In November 2008, State Cabinet approved the drafting of three critical amendments to the Bush Fires Act 1954 which includes recommendations 48 and 49 (These enable the Fire & Emergency Services Authority (FESA) to take control of a major fire (as defined in legislation) from Local Governments or the Department of Environment & Conservation (DEC)) and the ability for FESA to declare a total fire ban. Work has commenced on making these amendments to the legislation.

Mr Bruce Telfer provided a presentation – Attachment 3 refers.

Questions were raised from the floor in relation to the definition of property and cost to local governments.

Mayor Pickard thanked Mr Telfer for his presentation.

6. MATTERS REFERRED TO WALGA

6.1 Status Report on Matters referred to WALGA State Council for Action.

As a means of increasing communication and providing feedback to the North Metropolitan Zone, a schedule has been prepared on matters referred to WALGA State Council for action.

Additional Information

Following distribution of the agenda, WALGA advised that Item 7.10 relating to the use of glass drinking containers (from the North Metropolitan Zone minutes of 20 May 2009) was inadvertently omitted from the Zone Status Report. An amended Status Report was provided – Attachment 1 refers.

MOVED Cr Boothman SECONDED Cr Cvitan that the Status Report (as amended) on matters referred to WALGA State Council for action, dated July 2009, be RECEIVED.

The Motion was Put and

CARRIED

7. REPORTS FROM MEMBER COUNCILS

The Presiding Person advised that Items 7.1, 7.2 and 7.3 would be dealt with together.

**7.1 LOCAL GOVERNMENT ALCOHOL MANAGEMENT PROJECT
– CITY OF JOONDALUP**

Report submitted by City of Joondalup

IN BRIEF

At the previous meeting of the North Metropolitan Zone consideration was given to Councils participating in the Local Government Alcohol Management Pilot Project being facilitated by WALGA.

The City of Joondalup has agreed to participate in the pilot project and has attended a meeting of the WALGA Reference Group and a Program Logic session for the project to date.

BACKGROUND

WALGA referred this issue to the previous meeting of the North Metropolitan Zone requesting that Councils consider participating in the pilot project to implement the Local Government Alcohol Management Package.

The North Metropolitan Zone subsequently resolved to:

- 1 *NOTE the Government Alcohol and Crime Management Pilot Project;*

- 2 *REFER the report to the Chief Executive Officers of member Councils for further consideration and a subsequent report to the North Metropolitan Zone meeting to be held on 30 July 2009.*

COMMENT

The City of Joondalup considered the information available in the Local Government Alcohol Management Package, had discussions with the WALGA Project Officer, Marianne Carey and subsequently agreed to participate in the pilot project.

The City now has a representative on the WALGA Reference Group (along with 10 other Councils) and has participated in a session facilitated by Murdoch University to develop the Program Logic. The development of the Program Logic is intended to provide the strategic direction for the project as well as developing measurable outcomes.

As the preliminary work on the pilot project is well progressed, the City is now in a position to establish an internal Working Group that will be responsible for managing the pilot project. The Working Group will comprise representatives across the organisation as implementation of the Local Government Alcohol Management Package will require input and commitment from a number of Business Units.

The WALGA Project Officer will be invited to participate in meetings of the City's Working Group so that information across different Councils can be shared.

OFFICER'S RECOMMENDATION

That the North Metropolitan Zone NOTES that the City of Joondalup will be participating in the Local Government Alcohol Management Pilot Project.

MOVED Cr Roberts SECONDED Cr Cvitan that the North Metropolitan Zone:

- 1 **NOTES that the Cities of Joondalup, Stirling and Wanneroo will be participating in the Local Government Alcohol Management Pilot Project;**
- 2 **REQUESTS the co-ordination of the working group amongst the three member Councils.**

The Motion was Put and

CARRIED

7.2 LOCAL GOVERNMENT ALCOHOL MANAGEMENT PROJECT – CITY OF STIRLING

Report submitted by City of Stirling

IN BRIEF

To respond to the resolution of the North Metropolitan Zone committee meeting held on 20 May 2009 requesting member Councils to consider participating in the Local Government Alcohol and Crime Management Pilot Project and report back to the North Metropolitan Zone.

At the North Metropolitan Zone Committee meeting held 20 May 2009, it was resolved as follows:

"That the North Metropolitan Zone:

- 1 NOTES the Government Alcohol and Crime Management Pilot Project;*
- 2 REFERS the report to the Chief Executive Officers of member Councils for further consideration and a subsequent report to the North Metropolitan Zone meeting to be held on 30 July 2009."*

COMMENT

In response to the above resolution, the attached report was presented to the City of Stirling Council at its meeting held 23 June 2009 where it was resolved as follows:-

"That Council AUTHORISE the participation of the City of Stirling in the WALGA Local Government Alcohol and Crime Prevention Pilot Project."

The City of Stirling has subsequently written to WALGA in response to correspondence received from them in relation to the project advising of the above resolution.

OFFICER'S RECOMMENDATION

That the North Metropolitan Zone NOTES that the City of Stirling will be participating in the WALGA Local Government Alcohol and Crime Prevention Pilot Project.

This item was considered earlier in the meeting, in conjunction with Item 7.1.

7.3 LOCAL GOVERNMENT ALCOHOL MANAGEMENT PROJECT – CITY OF WANNEROO

Report submitted by the City of Wanneroo

IN BRIEF

The aim of the Alcohol and Crime Management Project is to pilot a WALGA project to effectively address alcohol related issues within the community by using the framework and resources contained in the “Local Government Alcohol Management Package”. A working group, comprising number of disciplines within the City of Wanneroo, will be established as part of the pilot project.

BACKGROUND

The problems associated with excessive alcohol use impact both directly and indirectly on the business of local government in Western Australia. The misuse of alcohol creates many issues and imposes a financial burden on local government. Some of these issues include anti-social behaviour, littering, vandalism and graffiti.

WALGA recently received funding to appoint an Alcohol and Crime Management Project Coordinator on a twelve month basis. The role of the Coordinator is to facilitate a pilot project to develop ‘whole of organisation’ policies and alcohol management plans.

A brief on the project was presented at the WALGA North Metropolitan Zone meeting held on 20 May 2009, where the Committee carried the motion to refer the report to the Chief Executive Officers of member Councils for further consideration and reporting to the North Metropolitan Zone meeting to be held on 30 July 2009.

COMMENT

A working group within the City of Wanneroo will be established with the aim of developing a policy framework for the City in managing alcohol related issues.

The working group is likely to comprise of staff from the following disciplines: Health, Smart Growth/Planning, Rangers, Safety, Community Development, Youth Services, Waste Services, Contracts and Property, Human Resources and Leisure Services.

A member of the working group will also represent the City of the *Local Government Alcohol Management Reference Group* which will comprise the following agencies: WALGA, Department of Health, Drug and Alcohol Office, WA Police, other local governments participating in the pilot project, as well as the Department of Racing, Gaming and Liquor.

OFFICER'S RECOMMENDATION

That the North Metropolitan Zone NOTES the City of Wanneroo's inclusion in the Alcohol and Crime Management Project pilot and the establishment of the City's working group.

This item was considered earlier in the meeting, in conjunction with Item 7.1.

7.4 NORTH METROPOLITAN ZONE – PRESIDING PERSON AND SECRETARIAT DUTIES

Report submitted by City of Joondalup

IN BRIEF

To:

- **give consideration to amending the date for appointment of Presiding Person;**
- **request WALGA to undertake secretariat duties for North Metropolitan Zone meetings.**

BACKGROUND

The position of Presiding Person of the North Metropolitan Zone, together with secretariat duties, is rotated between the three member Councils in May every second year.

In May 2008 Mayor Troy Pickard was appointed as Presiding Person and the City of Joondalup commenced secretariat duties.

COMMENT

As local government elections are now held in October, it is recommended that the next election of Presiding Person occur following the ordinary local government elections to be held in October 2009.

The Western Australian Local Government Association (WALGA) undertakes secretariat duties for all metropolitan Zones, with the exception of the North Metropolitan Zone. WALGA has indicated it would be agreeable to also undertaking the secretariat duties for the North Metropolitan Zone if requested to do so. This proposed change in secretariat would not affect the ability of each member Council to submit reports to North Metropolitan Zone meetings.

OFFICER'S RECOMMENDATION

That the North Metropolitan Zone:

- 1 AGREES to give consideration to appointing a Presiding Person at its first meeting following each ordinary local government elections;
- 2 REQUESTS the Western Australian Local Government Association to provide secretariat duties for the North Metropolitan Zone.

MOVED Cr Boothman SECONDED Cr Tyzack that the North Metropolitan Zone:

- 1 **AGREES to appoint a Presiding Person at its first meeting following each ordinary local government elections;**
- 2 **REQUESTS the Western Australian Local Government Association to provide secretariat duties for the North Metropolitan Zone.**

The Motion was Put and

CARRIED

8. WALGA STATE COUNCIL AGENDA – MATTERS FOR DISCUSSION

(Zone delegates to consider the Matters for Decision contained in the WALGA State Council Agenda and put forward resolutions to Zone Representatives on State Council)

Matters of Particular Interest on State Council Agenda

4.1 REVIEW AND REFORM OF PLANNING AND DEVELOPMENT ASSESSMENT SYSTEMS

MOVED Cr Smithson SECONDED Cr Cvitan that the following words be included in Point 1.1 of the Motion, after “... Local Governments in Western Australia”:

“... including referral roles of other agencies ..”

The Motion was Put and

CARRIED

5.2 CITIZENSHIP CEREMONIES

MOVED Cr Cvitan SECONDED Cr Roberts that the Motion be AMENDED as follows:

“That:

- 1 *The Association acknowledge that the cost and administration of citizenship ceremonies is considered to be overly burdensome in instances where the Councils (such as the Cities of Wanneroo, Stirling and Joondalup, and local government authorities with large numbers of humanitarian refugees) conduct large ceremonies on a frequent basis;*

- 2** *WALGA further pursue this with the Australian Local Government Association (ALGA) and the Commonwealth Government requesting that a portion of the citizenship application fee, or other revenue sources, be allocated to the relevant local government authority.”*

The Motion was Put and

CARRIED

9. WALGA STATE COUNCIL MEMBERS' REPORTS

Mayor Pickard commented on the WALGA President's Report.

10. GENERAL BUSINESS

Nil.

11. DATE, TIME & PLACE OF NEXT MEETING

The next meeting of the North Metropolitan Zone will be held at the City of Joondalup at 6.00 pm on Thursday 1 October 2009.

12. CLOSURE

The meeting closed at 1954 hrs.



North Metropolitan Zone Status Report July 2009

Zone	Agenda Item	Zone Resolution	WALGA Response	Up-date	WALGA Contact
North M	2009 May 20 Zone Agenda Item 7.10 Use of Glass Drinking Containers in Licensed Premises and Liquor Outlets	REQUESTS WALGA to: <ol style="list-style-type: none"> 1 EXAMINE strategies for local governments to work with the hospitality industry to better manage glass in licensed premises and liquor outlets; 2 PREPARE an application to The Criminal Confiscation Act 2000 Grants Program to fund resources to support this initiative. 	This matter has been referred to WALGA's Alcohol Management Project Manager for consideration in the plans being developed with participating councils. WALGA representatives are also meeting with industry reps to explore the issue as well as researching strategies used in other States	July 09	Allison Hailes Executive Manager Planning & Community Development 9213 2018 ahailes@walga.asn.au
North M	2009 May 20 Zone Agenda Item 7.7 Local Government Act Rating Exemptions for Charitable Purposes	That the North Metropolitan Zone: <ol style="list-style-type: none"> 1 NOTES the City of Stirling's support for a review of Section 6.26(2)(g) of the Local Government Act 1995 '<i>Rating Exemptions for Charitable Purposes</i>' to provide certainty and unambiguous guidance to all parties in the matter; 2 REQUESTS the State Council to urgently seek support from the Local Government Minister to initiate this review in conjunction with the local government sector. 	The matter of clarifying S 6.26 (2) (g) of the Local Government Act 1995 is a longstanding matter of priority to State Council and has been raised with successive Governments. The SSS Legislative Review Working Group has noted this matter for urgent attention, with the aim of clarifying the definition of land used for charitable purposes and taking into account that it is becoming common for land vested in charitable organisations to be used for commercial activities.	July 09	James McGovern Policy Manager LG Advisory Service 9213 2093 jmcgovern@walga.asn.au

<p>North M</p>	<p>2009 May 20 State Council Agenda Item 5.3 Proposed Amendments to the WALGA Annual General Meeting Standing Orders</p>	<p>That an additional recommendation be ADDED to read: <i>“That Clause 13.8 be amended by deleting the words “shall at once” and including the word “may”.”</i></p>	<p>The resolution from the North Metropolitan Zone was incorporated in the State Council resolution as follows: STATE COUNCIL RESOLUTION June 2009 That clauses 13 (Debate Procedures) and 26 (Method of Taking Votes) of the Annual General Meeting Standing Orders be amended as follows:</p> <p>13. DEBATE PROCEDURES</p> <p>13.1 A delegate moving a substantive motion may speak for –</p> <p style="padding-left: 40px;">(a) 5 minutes in his or her opening address; and</p> <p style="padding-left: 40px;">(b) 3 minutes in exercising the right of reply.</p> <p>13.2 Other speeches for or against motions are to be limited to 3 minutes unless consent of the meeting is obtained which shall be signified without debate.</p> <p>13.8 No more than two delegates shall speak in succession on one side, either for or against the question before the meeting, and if at the conclusion of the second speaker’s remarks, no delegates speaks on the other side, the motion or amendment may be put to the vote.</p> <p>26. METHOD OF TAKING VOTES</p> <p>The President shall, in taking a vote on any motion or amendment, put the question first in the affirmative, and then in the negative and may do so as often as is necessary to enable formation and declaration of an opinion as to whether the affirmative or the negative has the majority on the voices, by a show of hands or by an electronic key pad voting system.</p>	<p>July 09</p>	<p>Meredith Neilsen Policy Officer Governance 9213 2013 mneilsen@walga.asn.au</p>
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<p>North M</p>	<p>2009 May 20 State Council Agenda Item 5.2 Criminal Prosecution and Civil Litigation of Graffiti Offenders</p>	<p>That the following words be added to the end of Point 4 of the Motion: “... and increase all associated penalties.”</p>	<p>The resolution from the North Metropolitan Zone was incorporated in the State Council resolution as follows: STATE COUNCIL RESOLUTION June 2009 That the Association:</p> <ol style="list-style-type: none"> 1. seek a meeting with the Police Commissioner to discuss the WA Police implementing a standing policy of always seeking restitution from graffiti offenders, following seeking advice from the Council on the cost of the damage; 2. brings to the attention of State Government the problems in winning a restitution order, and seeking support for the process to be improved; 3. explores the development of a training program to teach Council Officers how to initiate and present a claim through the Minor Case Procedure in the Magistrates Court or other jurisdictions as required; 4. advocate for the Western Australian State Government to introduce a separate Act to deal only with Graffiti including appropriate penalties; and 5. consult with Local Governments and consider developing a policy regarding Local Government participation in Victim Offender Mediation and having graffiti offenders on community service orders. 	<p>July 09</p>	<p>Warren Pearce Community Policy Officer 9213 2082 wpearce@walga.asn.au</p>
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North M	2008 November 20 Zone Agenda Item 7.1 Boundary Reviews – Legislative Amendments to the <i>Local Government Act 1995</i>	The North Metropolitan Zone Committee SEEKS the support of WALGA to lobby the State Government for an amendment to Schedule 2.1 of the Local Government Act 1995 as follows:	This matter was considered at a Governance & Strategy Policy Team meeting, where it was resolved to seek a meeting with the Local Government Advisory Board to discuss the boundary review process.	July 09	Tony Brown Executive Manager Governance and Strategy 9213 2051 tbrown@walga.asn.au
North M	2008 September 18 Zone Agenda Item 7.1 Convening Special Electors Meetings	That the North Metropolitan Zone SEEKS the support of WALGA to lobby the State Government to increase the number of residents required to call a special electors meeting to 500 or 5% of the number of electors, whichever is the lesser number.	The resolution from the North Metropolitan Zone was considered at the Governance & Strategy Policy Team meeting held on 3 December 2008. This proposal has been supported by the Policy Team and was an Agenda item for the February 2009 State Council meeting. State Council resolved for the item to 'lay on the table", as it was thought that with the recent Local Government reform announcements that this was not the right time to pursue this matter. The item will be re-submitted to a future meeting.	July 09	James McGovern Policy Manager LG Advisory Service 9213 2093 jmcgovern@walga.asn.au
North M	2007 November 29 Zone Agenda Item 7.4 Reimbursement of Local Government Costs Incurred in the Administration and Operation of Citizenship Ceremonies.	That the North Metropolitan Zone Committee REQUEST WALGA to again raise the issue of funding citizenship ceremonies with ALGA, with the objective of further lobbying the Commonwealth Government to change its position on this matter.	WALGA has sought member Council feedback. An agenda item on this issue is contained within the August 2009 State Council Agenda.	July 09	Jodie Holbrook Policy Manager Community 9213 2044 jholbrook@walga.asn.au
North M	2007 November 29 Zone Agenda Item 7.3 Use of Differential Rating to Discourage the Holding of Undeveloped Land	That the North Metropolitan Zone Committee seeks the Western Australian Local Government Association's support to lobby the State Government to amend the current legislative provisions in relation to differential rating to enable a differential rate to be applied on the basis of the length of time a property has remained in an undeveloped state.	This matter will be considered at the August meeting of the Associations Governance & Strategy Policy Team.	July 09	Tony Brown Executive Manager Governance & Strategy 9213 2051 tbrown@walga.asn.au