WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION North Metropolitan Zone

MINUTES

Meeting Date: 25 February 2009

TABLE OF CONTENTS

Attendance	3
Apologies	3
Item 1 - Local Government Response to Minister for Local Government's Amalgamation	4

MINUTES OF MEETING OF THE NORTH METROPOLITAN ZONE OF THE WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION HELD IN CONFERENCE ROOM 1, CITY OF JOONDALUP, JOONDALUP CIVIC CENTRE, BOAS AVENUE JOONDALUP ON WEDNESDAY 25 FEBRUARY 2009

ATTENDANCE

City of Joondalup

Committee Members: Mayor Troy Pickard – Chairperson

Cr Trona Young

Cr Russ Fishwick from 1744 hrs

Cr Tom McLean

Officers: Mr Garry Hunt, Chief Executive Officer

Mr Mike Smith, Manager Governance and Marketing

City of Wanneroo

Committee Members: Cr Frank Cvitan (Deputy Chairperson)

Cr Tracey Roberts Cr Rudi Steffens

Cr Alan Blencowe Deputising for Cr Maureen Grierson

Officers: Ms Karen Caple, Director Governance & Strategy

City of Stirling

Committee Members: Cr Bill Stewart

Cr Terry Tyzack from 1747 hrs
Mr Stuart Jardine. Chief Executive Officer from 1741 hrs

Officers: Mr Stuart Jardine, Chief Executive Officer from 1741 hrs

Mr Aaron Bowman, Manager of Governance and Council Support

WALGA Mr Nick Wood, Executive Manager

Corporate Business Solutions from 1743 hrs Mr Tim Lane, Governance Policy Officer from 1747 hrs

Secretariat Mrs Janet Foster, Administrative Services Coordinator (City of

Joondalup)

DECLARATION OF OPENING

The Chairperson declared the meeting open at 1735 hrs.

APOLOGIES:

City of Wanneroo: Cr Maureen Grierson

Mr Daniel Simms, Chief Executive Officer

City of Stirling: Mayor David Boothman

Cr Elizabeth Re

ITEM 1 LOCAL GOVERNMENT RESPONSE TO MINISTER FOR LOCAL GOVERNMENT'S AMALGAMATION

Report submitted by City of Joondalup

IN BRIEF

To give consideration to WALGA's report to be presented to the Special Meeting of the State Council to be held on Wednesday 5 March 2009.

BACKGROUND

Cr Bill Mitchell, President of the Western Australian Local Government Association, has called a Special Meeting of the State Council to be held at 5.00 pm on Wednesday 4 March 2009. The purpose of the meeting is to consider the Minister for Local Government's recent reform proposal.

COMMENT

As part of the State Council process, WALGA has requested all Zones to hold a special meeting to consider the matter and provide input to the State Council agenda item.

The agenda item for the Special Meeting of the State Council is attached for consideration by the North Metropolitan Zone.

RECOMMENDATION

That the North Metropolitan Zone GIVES CONSIDERATION to the issues outlined in WALGA's report to be presented to the Special Meeting of the State Council.

Discussion ensued.

During discussion:

Mr Jardine entered the Room at 1741 hrs; Mr Wood entered the Room at 1743 hrs; Cr Fishwick entered the Room at 1744 hrs; Cr Tyzack entered the Room at 1747 hrs; Mr Lane entered the Room at 1747 hrs.

MOVED Cr Cvitan SECONDED Cr Young that WALGA:

1 LOBBY all Members of State Parliament seeking support and a commitment to the Principles and Actions of the Systemic Sustainability Study (SSS) Report and enabling local government to determine appropriate avenues of reform;

- 2 ENDORSE the re-formation of the State Council SSS Taskforce to oversee and facilitate Local Government's response to the State Government Reform Proposals;
- 3 COORDINATE a Local Government response to the State Government's reform proposals;
- ADVISE the State Government of Local Government's commitment to work together with the State Government towards a voluntary reform process;
- 5 SUPPORT the principle of a business case that is demonstrated and proven with regard to any adjustment to local government boundaries.

The Motion was Put and

CARRIED UNANIMOUSLY

CLOSURE

The meeting closed at 1848 hrs.

Attachment

LOCAL GOVERNMENT RESPONSE TO MINISTER FOR LOCAL GOVERNMENT'S AMALGAMATION

By Tony Brown Executive Manager Governance and Strategy

Recommendation

That WALGA:

- 1 Lobby all Members of State Parliament seeking opposition to forced amalgamations of Local Governments and a commitment to the Principles and Actions of the Systemic Sustainability Study (SSS) Report.
- 2 Coordinate a Local Government response to the State Government's reform proposals
- 3 Endorse the reformation of the State Council SSS Taskforce to oversee Local Government's response to this issue
- Advise the State Government of Local Government's commitment to work together with the State Government towards a voluntary reform process.

IN BRIEF

- The Minister for Local Government, Hon John Castrilli MLA, announced a Local Government reform strategy on 5 February 2009
- The Minister's direction ignores the reform advances made to date.
- The announced reforms are based on amalgamations of Local Governments in Western Australia, the reduction of Elected Members and the formation of appropriate regional groupings of Local Governments.
- The reforms offer a limited timeframe and so far very little detail
- Association position supports the research and recommendations of the SSS report.
- Zone feedback is required for endorsement of Association strategy to respond to the proposal
- A number of response options are explored in detail in Section 5 of the comment area of this agenda item.

Relevance to Strategic / Business Plan

Key Result Area and Objectives

Strong Representation Effectively engage our members

Effectively influence government policy

Effectively enhance working relationships with State and

Federal Government

Effective Leadership Identify and evaluate emerging issues, trends and responses.

Unify membership to achieve the options best suited to Local

Government's interests

Enhancing Capacity Increase the autonomy of Local Government and funding to

Local Government

Improve Local Government's access to quality staff

Provide benefits to Local Government Enhance the capacity of the Association

Provide Local Government with access to contemporary

information and advice

Policy Implications

The Association's policy is for no forced amalgamations and support for the recommendations and principles outlined in the Systemic Sustainability Study final report, *The Journey – Sustainability into the Future.*

Budgetary Implications

It will require significant funds for Local Governments and WALGA to explore, research, consult and prepare reform proposals. State Government should provide sufficient resources to assist Local Governments in the process, especially if they are looking for a response in six (6) months.

In respect to the Association's budget, an allocation of \$100,000 was made in 2008/09 to assist in sector wide research in respect to SSS outcomes and regional cooperation. \$15,000 has been expended as a joint project with the Department of Local Government and Regional Development (DLGRD) and the SEAVROC group of Councils on a feasibility study on models for Regional Entities. This leaves \$85,000 available for resourcing a response to this proposal, including any communications campaign.

Introduction

The Minister for Local Government, Hon John Castrilli MLA, announced a reform package for Local Government in Western Australia on 5 February 2009. The reform package is centred on voluntary amalgamations of Local Governments with the possibility of amalgamations forced by the State Government if the voluntary proposals are viewed by the Minister as unsatisfactory. The reform package also included a proposal to reduce the number of Elected Members to 6 to 9 Councillors for each Local Government and the formation of appropriate regional groupings of Local Governments.

The issue of structural reform of Local Government in Western Australia has been on the radar for many years, which led the Local Government sector to direct WALGA to embark on the Systemic Sustainability Study (SSS) of Local Government. The SSS project was undertaken over several years and the final report of the SSS – *The Journey: Sustainability into the Future* – was widely endorsed by the Local Government sector in September 2008 at a forum of over 300 Local Government representatives.

Since the forum, the work of committing to action has begun with a number of recommendations of the final report completed and others in progress. Nearly all Local Governments have commenced or are committed to examining regional groupings with neighbouring Councils to achieve appropriate economies of scale and greater efficiencies of service provision. There are 32 regional groupings at this point in time with only three Local Governments unaligned.

This agenda item sets the background to the Minister's announcement and the Local Government response so far. It also sets out possible options for the sector in responding to the challenges and opportunities posed by the Minister for Local Government's announcement. Consideration of this issue at a Council and Zone level will feed into State Council deliberations at their 4 March 2009 Special Meeting.

Background

Systemic Sustainability Study

The Systemic Sustainability Study (SSS) has been the cornerstone project of the Association over the past several years. The major report of the SSS project – *The Journey: Sustainability into the Future* – was endorsed by a forum of around 300 Local Government representatives in September 2008.

The Journey was the product of significant reform work of the Association over the past four years involving extended research, investigation and a rigorous consultation process. The report detailed 39 Actions including outcomes to support the regionalisation of service delivery, improved strategic planning, more consistent financial reporting, improved debt and asset management, increased transparency and accountability and greater access to skilled staff, together with maintaining political representation for local communities.

The Actions in the SSS final report were developed and refined over a number of years with two draft reports and thorough consultation with the Local Government sector throughout the entire process. The endorsement of the report by the sector signifies Local Government's commitment to reform of the sector and to the SSS Principles and Actions.

Following the release of the *The Journey*, the Minister for Local Government, Hon John Castrilli MLA broadly supported the SSS process and subsequent report through the establishment of the Local Government Sustainability Joint Steering Committee to develop a strategy for the implementation of the SSS Actions. Of the 39 Actions in *The Journey*, the Steering Committee recommended that 16 of these be implemented immediately. The remaining 23 Actions were to be referred to five working groups to provide recommendations and timeframes. The State Government has indicated that the Department of Local Government and Regional Development will progress the 16 Actions that were to be implemented immediately.

Following the Minister's 5 February 2009 announcement, the Steering Committee has been disbanded and a new committee – the Local Government Reform Steering Committee – has been formed (discussed below).

A number of *The Journey's* Actions have led to tangible improvements in the way in which services are delivered to local communities. A prime example of the positive outcomes stemming from the SSS is the recently released 'Industry Accounting Manual', which was a joint project delivered by WALGA, Local Government Managers Australia (LGMA) and the Department of Local Government and Regional Development (DLGRD).

The Systemic Sustainability Study brought the issue of regionalisation of service delivery into focus. Nearly all Local Governments are committed to regional service delivery to achieve appropriate economies of scale and improved service delivery. There are currently 32 regional groupings of Councils. These groups typically take the form of a Regional Organisation of Councils (ROCs), a Voluntary Regional Organisation of Councils (VROCs), a Group of Councils by Memorandum of Understanding (MOU) or an Alliance. Please refer to attached Schedule of Regional Organisations (Appendix A)

Creating greater efficiencies through regional service delivery is the endorsed approach of the Local Government sector towards achieving sustainability and improved efficiency and effectiveness in the delivery of services, while maintaining political representation of local communities.

Minister's Announcement

On 5 February 2009 the Minister for Local Government announced a Local Government reform package based on a voluntary reduction in the number of individual Councils. The Minister invited each of the 139 Local Governments in Western Australia to consider voluntary amalgamations and established a six month timetable for each Council to advise him of its intentions.

When asked about the consequences for Local Governments that would not take up the offer to amalgamate voluntarily, the Minister responded that a low response rate would result in "legislation", presumably to force amalgamations.

The Association, and the Local Government sector, were not aware of the Minister's intentions to announce a reform strategy based on amalgamations prior to the 5 February 2009 announcement. As discussed above, the Local Government Sustainability Joint Steering Committee was in the process of implementing a strategy to progress the SSS Actions prior to the Minister's announcement. It was particularly disappointing that the Minister provided an 'embargoed' media release to the media and others prior to advising the Association and State Council members of his amalgamation proposal to Local Government.

On 10 February 2009 the Minister for Local Government announced the creation of the Local Government Reform Steering Committee which is responsible for facilitating the reform process. The Steering Committee will be developing guidelines to assist Councils consider amalgamations and to reduce Elected Member numbers. The Steering Committee will also oversee the following four working groups:

- Corporate and Strategic Planning
- Commercial Enterprises and Urban Development
- Training and Capacity Building
- Legislative Reform

The Membership of the working groups is attached as **Appendix B**.

The Steering Committee Membership is listed below:

Jennifer Mathews Director General, DLGRD – (Chair)

Gary Brennan
 Chief of Staff, Minister for Local Government's Office

Cr Bill Mitchell
 Michael Parker
 President, WALGA
 President, LGMA

Cr Helen Dullard Local Government Advisory Board
 Mayor Ron Yuryevich Local Government Advisory Board

• Eric Lumsden Director General, Department of Planning and Infrastructure

Tim Shanahan Director Energy and Minerals Initiative, UWA

• Alex Scherini Director Revenue and Government Relations, Department of

Treasury and Finance

Maree De Lacey Regional Development Council Representative

Nathan Taylor Manager Economic Policy, Chamber of Commerce and

Industry WA

Response to Minister's Announcement

Following the Minister for Local Government's announcement of the reform strategy based on voluntary amalgamations, WALGA wrote to the Minister expressing concern with a number of aspects of the reform package. The letter also reiterated the Association's commitment to the Systemic Sustainability Study report *The Journey – Sustainability into the Future* on the basis that the research and recommendations contain the underpinning principles for sustainable reform of the sector.

The Association's response expressed concern with the following aspects of the Minister's reform package:

- 1 Inadequacy of the **timeframe**
- 2 Unclear reform process
- 3 Lack of allocated **funding** to support reform
- 4 Uncertainty surrounding the employment tenure of Local Government **Employees**
- 5 Excluding WALGA from **assisting and supporting** in the process.

The Minister responded indicating that the timeframe would remain and that he expected the WALGA President to "do everything within his power to assist councils to make a commitment to reform within the timeframe." He also advised that direct support would be provided to Local Governments by the Department of Local Government and Regional Development rather than through an intermediary such as WALGA. In relation to the impact on staff the Minister indicated that there is no intention to change the relevant section in the *Local Government Act* relating to council employees.

WALGA has been in close contact with Member Councils to develop a coordinated strategic response to the Minister's reform package since the announcement. A Special Meeting of State Council has been called for 4 March 2009 and the consideration of this agenda item at the Council and Zone level will feed into the State Council deliberations.

Some options for Councils and Zones are presented in the comment section below and could be considered as part of a coordinated strategic response to the Minister's reform package.

Comment

The purpose of this agenda item is to define the role that Local Government wants WALGA to take in relation to this issue, and obtain the sector's feedback through the Zone and State Council process.

This agenda item will look at the following key issues:

- 1 Local Government's position on structural reform
- 2 Previous structural reform and amalgamation experience in WA and interstate
- 3 Proposed process
- 4 WALGA's role in this process
- 5 Sector's progress on reform activity

1 Current Position

The Local Government sector has endorsed the Principles and Actions contained within the Systemic Sustainability Study report. The SSS report encourages Local Governments to explore regional processes to integrate effective service delivery and infrastructure planning with appropriate political representation on a local basis.

The SSS research identified that the core strength of Local Government lies in its representational base for the aspirations and expectations of local communities. As stated above, Local Governments have invested significant resources to the SSS process and resulting outcomes since its adoption in September 2008. Regional Groups have been established and have gone a significant way towards the reform process. The majority of groups have identified and prioritised services to be provided on a regional basis and are now in the process of assessing the feasibility of business models required to deliver services regionally.

2 Previous Structural Reform and Amalgamation Experience

Details of what is expected are not available at the moment in relation to the Minister's expectation of the amalgamation process; however the Association is researching examples from other jurisdictions and sourcing detail from the recent amalgamations that have taken place within our own State. Experiences and examples from the recent amalgamations to form the Shire of Broomehill-Tambellup, the City of Geraldton-Greenough and the Shire of Northam will provide invaluable resource to the work ahead.

3 Proposed Process

Timeframe

The Minister for Local Government has indicated that Local Governments will be given six months to give consideration to voluntary amalgamations, to reducing the number of Elected Members on Council and to forming regional groupings.

The timeframe given is inadequate for the Local Government sector to consider all of the issues involved and consult with their communities to provide a comprehensive response.

The timing is also a concern in respect to the 2009 October Local Government Elections and the costs involved in conducting an election, if there will be structural changes not long after this date.

Current legislation requires a structural reform proposal to be made to the Local Government Advisory Board which will then hold a formal inquiry on the proposal. The Advisory Board will then make recommendations on the proposal and electors of each Local Government are then provided with an opportunity to demand a poll.

Should a poll be requested, and at least 50% of the electors of one of the districts vote; and of those electors of that district who vote, a majority vote against the recommendation, the Minister is to reject the recommendation.

The structural reform process normally takes 18 months to two years, following a Council resolution to formally proceed with a proposal.

The Local Government Advisory Board is required to consider the following issues when looking into structural reform changes:

- Community of interest
- Physical and topographic factors
- Demographic factors
- Economic matters
- History of the area
- Transport and communication
- Matters affecting viability of the Local Government(s) involved
- Delivery of Local Government services

The timeframe has instilled urgency to the consideration of the Minister's proposal but it is crucial that Local Governments are able to properly address all of the issues listed above in developing a response to the Minister's reform package.

Process: Lack of Detail

The State Government's blueprint for this reform process is critical so that Local Governments can immediately commence considering the proposal and objectives that the State Government has set. The majority of feedback from Councils to the Association since the Minister's announcement has been in respect to the lack of detail on the process and procedures for considering the issue. The Minister has advised that he has requested the Reform Steering Committee to develop the guidelines to assist Councils with their decision making process.

At the time of writing this report the Steering Committee has held its first meeting and directed Department of Local Government and Regional Development staff to formulate the guidelines over the next week for the Steering Committee to consider. It is essential that the sector is provided with this information as soon as possible.

Effects on Employees, Elected Members and the Community

In the development of the process and the guidelines it is crucial that the State Government consider the potential impact that the reform process may have on Local Government employees, Elected Members and the wider community.

Local Government Employees

The reform announcements have already created a lot of uncertainty for Local Government Employees. WALGA has written to the Minister for Local Government requesting an immediate clarification that the State Government will ensure that the current Local Government Act requirement for a two year moratorium on job losses is honoured. The Minister has advised that there is no intention to change the sections in the Local Government Act relating to employees.

Elected Members

Elected Members will be affected by the proposed changes and the current uncertainty surrounding their Council. With elections scheduled for October 2009, many Elected Members will be considering their future involvement with the Council if they believe their Council is likely to be amalgamated.

Another issue affecting Elected Members is the reform proposal to reduce the number of Councillors to between six and nine. There is uncertainty surrounding when Councillor numbers are to be reduced. There seems little point in reviewing representation including the number of Elected Members on Council if the Local Government is soon to be amalgamated.

Community

The communities that Local Governments exist to serve and represent will also be affected by the Minister's proposed reforms. There is community concern that one of Local Government's greatest strengths will be lost if there are widespread amalgamations: that being community representation. Local Government exists to provide political representation and services to the local community. The model advocated in the SSS report, *The Journey*, maintains local political representation and delivers improved efficiencies of service delivery through regional cooperation.

4 Role of WALGA

Taskforce

During the SSS process the State Council formed a Taskforce to consider the issues involved. The President has requested that the State Council Taskforce reconvene to consider issues relating to the State Government's reform proposal.

Representatives of the Taskforce are:

- Cr Bill Mitchell Chair
- Mayor Troy Pickard Deputy Chair
- Cr lan West
- Cr Steve Martin
- Mayor Carol Adams
- Cr Henry Zelones
- Cr Paul Kelly
- Ricky Burges
- Mike Parker LGMA President (or a nominee)
- Tony Brown Executive Officer

To support the State Council Taskforce, a Working Group will be formed comprising of the WALGA President, Deputy President, Executive Staff, an LGMA representative and other representation as required during the process.

Political Strategies

The Leader of the Opposition, the Hon Eric Ripper MLA and the Leader of the Nationals Brendon Grylls MLA have declared that their respective parties do not support forced amalgamations and will not support enabling legislation through Parliament.

It is the Association's intention to meet with Independent Members of Parliament John Bowler MLA and Dr Janet Woolard MLA to ensure that there is majority political support against forced amalgamations of Local Government.

Communications Overview

A draft communications strategy has been developed for the Association's response to the reform process. It details the differing communications priorities as a consequence of the changing situational factors influencing the attitudes and behaviours of the various stakeholder groups. For each phase of the process a communications focus is recommended with stakeholder groups identified in order of priority and tactical applications detailed to achieve the preferred outcomes.

Central to the success of the communications plan will be the extent to which the Local Government sector can set aside its ambitions and anxieties regarding amalgamations and unite with a response to the Minister following the underlying principles of the Systemic Sustainability Study. The challenge to WALGA and its State Council is to drive this collaborative process and provide a unified sector position.

Budget / Resource Requirements

Significant funds will be required for Local Governments and WALGA to explore, research, consult and prepare reform proposals. It should be expected that the State Government should provide sufficient resources to assist Local Governments in the process, especially if they are looking for a response in six months.

In South Australia the State Government received a \$400,000 grant from the Federal Government and this was matched dollar for dollar by the State Government. These funds were provided to the Boundary Reform Board which employed 11 staff and a number of consultants to prepare and research the proposals. Additional funding was also provided for research manuals. This work is believed to have been carried out by the South Australian Local Government Association.

A similar allocation of State and Commonwealth funding will be required in Western Australia.

5 Options for Consideration – WALGA's strategy in responding to the Minister's proposal

The main purpose of this agenda item is to obtain Zone feedback on the options for the Association's strategy to respond to the State Government's proposed reform package.

The options are:

- i Consolidate and pursue the SSS Local Government Reform Process
- ii Acknowledge the Minister's request and WALGA to facilitate a coordinated response to the proposals
- iii Individual Local Governments to provide responses to the State Government

Option 1: Consolidate and pursue the SSS Local Government Reform Process

This option would see the sector strongly resist the proposal to force amalgamations and seek political support from the National Party, the Australian Labor Party and the Independent Members of Parliament.

WALGA would advise the State Government that the sector commenced a process of reform six months ago that is centred on the Principles and Actions of the Systemic Sustainability Study. The reform process has been sector driven with little support from the Department of Local Government and Regional Development. The sector has

requested State Government's involvement over a number of years and in the absence of a vision of strategic plan from the State, Local Government has taken up the challenge and developed a plan for reform that the sector is actively engaged with.

An example of this is the Finance and Accounting Manual. WALGA had to contribute both financially and intellectually to have the manual produced. In addition, the Association and a Voluntary Group of Councils had to contribute to a feasibility study on Regional Entities. These examples demonstrate the capacity of the sector to rise to the challenge and get on with reform.

The SSS report was only adopted by Local Government in September 2008 and the State Government has given the sector very little time to assess the results. In the short time since the endorsement of the report, there has been considerable work carried out from Local Governments to progress the SSS Actions, including the formation of 32 regional groupings of Councils.

The Association acknowledges the contribution that the LGMA have made to the journey so far and strongly recommends to members that they will create a strong and impenetrable force if the sector remains united.

Option 2: Acknowledge the Minister's request and WALGA to facilitate a coordinated response to the proposals

This option allows for the Association to register opposition to forced amalgamations and coordinate a response on behalf of the Local Government sector. This will provide for flexibility depending on the political climate and circumstances. It is acknowledged that some members have and/or will move to amalgamate while some members will continue to seek regional models for reform.

The Association's role could include the following;

- Political Lobbying
- Facilitate discussions and or strategic planning sessions between Local Governments
- Coordinate regional responses

WALGA will continue to provide research and resource information, such as manuals, similar to what was produced in South Australia.

Option 3: Individual Local Governments to provide responses to the State Government.

This option would allow individual Local Governments to provide individual responses to the Minister's proposal without going through WALGA.

WALGA would still continue to provide assistance in facilitating discussions between neighbours and regions.

The risk with this option is that there could be 139 different proposals, making it very difficult to achieve a strategic and coordinated outcome that ensures the sustainability of the sector. This may pave the way for the State Government to implement their own reform plan.

6 Conclusion

The Minister for Local Government's proposed reform package is a major reform of Local Government in Western Australia. The State Government has announced that Local Governments in Western Australia must provide a commitment to amalgamate within six months or the Minister will legislate.

The amalgamation directive has not given the SSS process sufficient time to be progressed and/or evaluated.

The Minister's reform process lacks detail and does not provide Local Governments with a reasonable timeframe to undertake the work required. Despite this, it is important for Local Governments to face the challenges and embrace the opportunities that the reform package presents.

There are inherent risks in the Minister's agenda. The reform agenda within Local Government is well underway and this ill thought-out announcement could hijack the work that is taking place.

The anxiety and stress created by the lack of information, insecurity and concern for their future role will create hardship and difficulty for many people in the sector.

It is the Association's view that success comes through mutual co-operation and not through unilateral directive by a State Government; and finally that West Australian communities deserve a stable Local Government environment to ensure that services continue to be maintained at high levels.

It is critical that the Local Government sector presents a united response to the Minister's reform package because there are risks that Local Governments will appear interested only in their own survival and the sector will seem divided.

APPENDIX A

SCHEDULE OF REGIONAL ORGANISATIONS

	Organisation	Member Councils
		ROCs and VROCs
1	4WD VROC	Wagin, Williams, West Arthur, Woodanilling and Dumbleyung
2	AROC (Avon)	Chittering, Dowerin, Goomalling, Northam, Toodyay & York*
3	BROC (Batavia)	Chapman Valley, Geraldton-Greenough, Irwin & Northampton
4	CMVROC (Central Midlands)	Dalwallinu, Moora, Victoria Plains, Wongan Hills
5	Dryandra	Cuballing, Narrogin Shire, Pingelly, Wandering & Wickepin
6	GVROC (Goldfields)	Coolgardie, Dundas, Kalgoorlie-Boulder, Laverton, Leonora, Menzies, Esperance & Wiluna
7	MWRC (Midwest)	Carnamah, Coorow, Mingenew, Morawa, Mullewa, Perenjori & Three Springs
8	NEWROC	Koorda, Mount Marshall, Mukinbudin, Nungarin, Trayning, Westonia & Wyalkatchem
9	PRC (Pilbara)	Ashburton, East Pilbara, Port Hedland & Roebourne
10	Rainbow Coast	Albany, Cranbrook, Denmark & Plantagenet
	(membership will	
	probably change to only	
	Albany and Denmark)	
11	ROEROC	Corrigin, Kondinin, Kulin & Narembeen
12	SEAVROC	Beverley, Brookton, Cunderdin, Quairading & York*
13	WEROC	Bruce Rock, Kellerberrin, Merredin, Tammin & Yilgarn
14	MZSG (Murchison Zone Strategy Group)	Cue, Meekatharra, Mt Magnet, Murchison, Sandstone & Yalgoo
15	CAPEROC	Augusta-Margaret River and Busselton
16	Southern Link VROC	Cranbrook, Kojonup, Plantagenet & Tambellup-Broomehill
17	Bunbury Wellington Group of Councils	Bunbury, Capel, Collie, Dardanup, Donnybrook & Harvey.
18	WESROC	Claremont, Cottesloe, Mosman Park, Nedlands, Peppermint Grove, Subiaco
19	South West Group	Cockburn, East Fremantle, Fremantle, Kwinana, Melville & Rockingham

		Alliance
20	Warren Blackwood Strategic Alliance	Boyup Brook, Bridgetown-Greenbushes, Manjimup & Nannup & the South West Development Commission
		Specific Purpose ROCs
21	EMRC	Bassendean, Bayswater, Belmont, Kalamunda, Mundaring & Swan
22	Mindarie Regional Council	Cambridge*, Joondalup*, Perth*, Stirling*, Victoria Park*, Vincent* & Wanneroo*
23	Rivers Regional Council	Armadale ,Gosnells, South Perth, Serpentine-Jarrahdale, Murray & Mandurah
24	SMRC	Canning, Cockburn, East Fremantle, Fremantle, Kwinana, Melville & Rockingham
25	Tamala Park Regional Council	Cambridge*, Joondalup*, Perth*, Stirling*, Victoria Park*, Vincent*, & Wanneroo*
26	Western Metropolitan Regional Council	Claremont, Cottesloe, Mosman Park, Peppermint Grove & Subiaco
27	Bunbury Harvey Regional Council	Harvey and Bunbury
		Regional Groups – Not yet formalised
28	Fitzgerald	Gnowangerup, Jerramungup, Kent, Lake Grace & Ravensthorpe
29	Gascoyne	Carnarvon, Exmouth, Shark Bay & Upper Gasgoyne
30	Kimberley	Broome, Derby-West Kimberley, Halls Creek & Wyndham- East Kimberley
31	Peel	Boddington, Mandurah, Murray, Serpentine-Jarrahdale & Waroona
32	Mid West Coast	Dandaragan, Gingin, Cooroo*, Carnamah*, Irwin*
	Gaps	
		Katanning, Town of Narrogin, Ngaanyatjarraku.

- ROCs and VROCs 19
- Specific Purpose ROCs Alliance 7
- 1
- <u>5</u> **32** Not Yet Formalised

APPENDIX B

LOCAL GOVERNMENT SUSTAINABILITY REFORM STEERING COMMITTEE

Membership:

Jennifer Mathews (Chair) Director General, DLGRD

Gary Brennan (Deputy Chair) Chief of Staff, Minister for Local Government

Michael Parker President, LGMA
Bill Mitchell President, WALGA

Helen Dullard Ron YuryevichLocal Government Advisory Board Representative
Local Government Advisory Board Representative

Eric Lumsden Director General, DPI

Tim Shanahan Director, Energy & Minerals Initiative, UWA
Alex Scherini Director, Revenue & Government Relations, DTF
Maree De Lacey Regional Development Council Representative

Nathan Taylor Manager Economic Policy, Chamber Commerce & Industry WA

1. CORPORATE AND STRATEGIC PLANNING

Membership:

Andrew Hammond (Chair) Local Government Managers Association Representative

James Trail
Local Government Managers Association Representative
Jenni Law
Manager, Local Government Support & Development, DLGRD

Andrew Main A/Manager, Policy, DLGRD

Tony Brown Executive Manager, Governance & Strategy, WALGA **Pat Hooper** WA Local Government Association Representative

Noelene Jennings Executive Director Strategic Initiatives, DPI

Anthony Kannis Executive Director, Infrastructure & Finance, DTF Regional Development Council Representative

2. COMMERCIAL ENTERPRISE AND URBAN DEVELOPMENT

Membership:

Charles Johnson
Ross Weaver
Chris Berry

(Chair) Executive Planner, Special Projects, DPI
Director, Strategies & Legislation, DLGRD
Manager, Regional Policy Unit, DLGRD

Mike ArcherWA Local Government Association RepresentativeHenry ZelonesWA Local Government Association Representative

Neil HartleyRoss Povey
Local Government Managers Association Representative
Local Government Managers Association Representative

David Endersby CEO, Housing Industry Association

Debra Goostrey CEO, Urban Development Institute of WA

Nathan Taylor Manager, Economic Policy, Chamber of Commerce & Industry WA

3. TRAINING AND CAPACITY BUILDING

Membership:

Ricky Burges (Chair) CEO, WALGA

John Phillips Executive Manager Workplace Solutions, WALGA

Jenni Law Manager, Local Government Support & Development, DLGRD

Fiona Colbeck Manager, Community Capacity Building, DLGRD

Don Burnett
 Local Government Managers Association Representative
 Local Government Managers Association Representative

Robert Harvey Executive Dean, Faculty of Business & Law, ECU Michelle Noble Manager, Faculty of Business & Law, ECU

TBA Minister's Women's Advisory Group

4. LEGISLATIVE REFORM

Membership:

Tim Fowler (Chair) Director, Capacity Building, DLGRD

Jenni Law Manager, Local Government Support & Development, DLGRD

Andrew Main A/Manager, Policy, DLGRD

James McGovern
Peter Monagle
Ian Cowie

Manager, Local Government Advisory Services, WALGA
WA Local Government Association Representative
Local Government Managers Association Representative

Sean McLaughlin Local Government Managers Association Representative



MINUTES

ORDINARY COUNCIL MEETING

TIME: 5.30PM

5 MARCH 2009

VENUE - CITY OF JOONDALUP

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

27 February 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 City of Joondalup, Boas Avenue, Joondalup, at 5.30pm on Thursday 5 March 2009.

The business papers pertaining to the meeting follow.

Your attendance is requested.

KEVIN POYNTON

Chief Executive Officer

MINDARIE REGIONAL COUNCIL - MEMBERSHIP

City of Stirling Cr R M Willox AM JP (Rod) 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 City of Wanneroo Cr L Gray JP (Laura) 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 City of Stirling Cr P Rose JP (Peter) Cr K Thomas (Kathryn) City of Stirling

PRESENT: Chairman

MINUTES OF THE ORDINARY COUNCIL MEETING OF THE MINDARIE REGIONAL COUNCIL HELD IN THE COUNCIL CHAMBERS OF THE CITY OF JOONDALUP, BOAS AVENUE, JOONDALUP, WESTERN AUSTRALIA ON THURSDAY 5 MARCH 2009 COMMENCING AT 5.30PM.

Cr R Willox AM JP

	Cr J Bissett Cr R Butler (arrived of Cr R Fishwick) Cr L Gray JP Cr K Hollywood Cr C MacRae (depated of Cr D Newton JP) Cr P Rose JP Cr R Sebrechts Cr K Thomas (depated of Cr Separed of Cr Separed of Cr Separed of Cr Separed of Cr K Thomas (depared of R Separed of Cr K Thomas (depared of Cr K Thoma	rted 7.00pm)
APOLOGIES:	Cr S Farrell	
ABSENT:	Nil	
IN ATTENDANCE:		
Mindarie Regional Council Officers	K F Poynton K Dhillon L Nyssen M Tolson I Watkins	Chief Executive Officer
Member Council Officers	E Albrecht D Blair C Colyer G Dunne R Elliott G Eves M Glover S Jardine J Pritchard A Vuleta	
Consultants	J Bryant	
VISITORS:	Nil	
MEDIA:	Nil	
Confirmed by resolution of the Council on		
	Chairman	
PUBLIC:	Nil	

MINUTES

TABLE OF CONTENTS

ITEM	SUBJECT	FILE NO	PAGE NO
1	OATHS/AFFIRMATIONS OF ALLEGIANCE AND DECLARATIONS OF OFFICE	N/A	P7
2	QUESTION TIME	N/A	P7
3	ATTENDANCE AND APOLOGIES	N/A	P7
4	MINUTES	N/A	P7
4.1	ORDINARY COUNCIL MEETING – 11 DECEMBER 2008	N/A	P7
5	ANNOUNCEMENTS	N/A	P7
6	DEPUTATIONS	N/A	P7
7	BUSINESS ARISING FROM A PREVIOUS MEETING TREATED AS AN ORDER OF THE DAY	N/A	P7
8	REPORTS (Declaration of Financial/Conflict of Interest to be recorded prior to dealing with each item)	N/A	P7-8

8.1	TECHNICAL WORKING GROUP MEETING – 20 FEBRUARY 2009	N/A	P8
8.1.1	BUSINESS REPORT (FEBRUARY 2009)	COR/8	P8 P20-27
8.1.2	RESOURCE RECOVERY FACILITY – PROJECT PROGRESS REPORT	Wst/13-02	P8-9 P28-45
8.1.3	FINANCIAL MANAGEMENT – MID YEAR FINANCIAL REVIEW – FINANCIAL YEAR 2008/2009	FIN/80	P9-11 P46-64
8.1.4	SUPPLY AND DELIVERY OF A LANDFILL COMPACTOR WITH A MINIMUM 50 TONNE CAPACITY WITH OR WITHOUT THE TRADE- IN OF AN EXISTING LANDFILL COMPACTOR OR FOR THE OUTRIGHT PURCHASE OF THE EXISTING LANDFILL COMPACTOR – TENDER 13/96	COP/2-02	P11-12 P65-82
8.1.5	LIMESTONE REMOVAL - TENDER 13/97	WST/131	P12 P83-86
8.2	CHIEF EXECUTIVE OFFICER	N/A	P12
8.2.1	FINANCIAL STATEMENTS FOR THE PERIODS ENDED 30 NOVEMBER 2008 AND 31 DECEMBER 2008	FIN/5-02	P12 P87-106
8.2.2	LIST OF PAYMENTS MADE FOR THE MONTHS ENDED 30 NOVEMBER 2008 AND 31 DECEMBER 2008	FIN/5-02	P13 P107-121
8.2.3	MINDARIE REGIONAL COUNCIL STAKEHOLDER CONSULTANT STUDY – CONSULTANT REPORT	CMR/8	P13 P122-157

8.2.4	MINDARIE REGIONAL COUNCIL POLICY DOCUMENTATION – REVIEW OF EXISTING AND FORMATION OF NEW POLICIES	COR/23	P13-14 P158-181
8.2.5	STRATEGIC WASTE MINIMISATION PLAN – FUNDED PROJECTS	WST/104	P14 P182-184
8.2.6	ITEMS OF BUSINESS DEALT WITH BY DELEGATED AUTHORITY : 2008/2009 CHRISTMAS/NEW YEAR RECESS	COR/1	P14 P185-186
9	NOTICE OF MOTION	N/A	P15
10	GENERAL BUSINESS	N/A	P15
11	NEXT MEETING	N/A	P15
12	CLOSURE	N/A	P15

1 OATHS/AFFIRMATIONS OF ALLEGIANCE AND DECLARATIONS OF OFFICE

Nil.

2 QUESTION TIME

Nil.

3 ATTENDANCE AND APOLOGIES

Refer Page 3.

4 MINUTES

4.1 ORDINARY COUNCIL MEETING – 11 DECEMBER 2008

Motion: (Moved: Cr Rose Seconded: Cr Thomas)

The Minutes of the Ordinary Council Meeting held on 11 December 2008 have been printed and circulated to members of the Council.

RECOMMENDATION

That the Minutes of the Ordinary Council Meeting of Council held on 11 December 2008 be taken as read, confirmed and the Chairman invited to sign same as a true record of the proceedings.

(Carried: 10/0)

5 ANNOUNCEMENTS

Nil.

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.

<u>Disclosure of Financial and Proximity Interests</u>

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

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

Disclosure of Interest Affecting Impartiality

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

8.1 TECHNICAL WORKING GROUP – 20 FEBRUARY 2009

8.1.1 Tech Com. Item 1

SUBJECT: BUSINESS REPORT (FEBRUARY 2009)

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

Nil discussion.

RECOMMENDATION

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

(Carried: 10/0)

Closure of meeting to the Public.

Motion: (Moved: Cr Thomas Seconded: Cr Hollywood)

That in accordance with Local Government Act 1995 Section 5.23(c) and (d) the meeting be closed to the public.

(Carried: 10/0)

Cr Butler arrived 5.40pm.

8.1.2 Tech Com. Item 2

SUBJECT: RESOURCE RECOVERY FACILITY – PROJECT PROGRESS REPORT

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

Council agreed for the administration to provide the following further information for next Ordinary Council Meeting:

- Breakdown of costs (opening function)
- Breakdown of costs (legal caretaker issue)

The Chairman briefed Council on discussion with Messrs Tull and Trandos re the caretaker resident issues.

Council agreed context of a letter to Messrs Trandos and Tull, as well as further issues for investigation.

RECOMMENDATION

That Council:

- (i) receive this Progress Report dated 5 March 2009 on the project to establish a Resource Recovery Facility in the Mindarie region
- (ii) endorse the proposed methodology for the distribution of the RRF processable waste amongst the participating member councils as follows:
 - commissioning tonnage from the City of Joondalup and the City of Wanneroo
 - operational tonnage to be advised following review by the Technical Working Group
- (iii) authorise the Administration to increase loan funds by \$200k (including a \$50k contingency) to cover additional development costs, if required, in line with \$6.20 of the Local Government Act (Voting -Absolute Majority)

(Carried: 11/0)

Meeting Open to the Public.

Motion: (Moved: Cr Rose Seconded: Cr Hollywood)

That the meeting now be open to the public.

(Carried: 11/0)

Council took Motion 8.1.2 as read by the CEO.

8.1.3 Tech Com. Item 3

SUBJECT: FINANCIAL MANAGEMENT - MID YEAR FINANCIAL REVIEW -

FINANCIAL YEAR 2008/2009

Motion: (Moved: Cr Newton Seconded: Cr McRae)

Council agreed for the administration to further investigate, and report back to Ordinary Council Meeting April 2009, in context of RRF Progress Report, the proposed action in the event that RRF processing of waste is delayed beyond, July 2009.

RECOMMENDATION

That Council:

(i) note the results of the mid-year review in relation to the review of revenue which highlights increased gross revenue of approximately \$0.59m and net increase in surplus of \$0.39m (after taking into account the budget allocation for expenditure associated with the Zero Waste Plan) – refer (ii) below

- (ii) note that overall expenditure, in the main, is well within budget with the exception of the allocation of \$0.2m required for Zero Waste Plan
- (iii) approve the increase/(decrease) in estimates for revenue as follows:

(a)	Casual Tipping Revenue (City of South Perth)	\$0.5 m
(b)	Interest Income	\$0.1m
(c)	Gas Power Generation Sales	\$0.10m
(d)	Recycling Income	\$(0.11m)

Net Increase \$0.59m

Item Revenue	Description	Adopted Budget 2008/09 \$	Proposed Revised Estimates 2008/09	Variance Increase/ (Decrease) \$
User Charges	Casual Tipping Fees (City of South Perth)	279,500	779,500	500,000
Service Charges	Gas Power Generation Sales	350,000	450,000	100,000
Interest Earnings	Interest Income	544,100	644,100	100,000
Service Charges	Recycling Income	350,000	240,000	(110,000)
	Total			590,000

(iv) approve the increase/(decrease) in budget allocation of the following expenditure items

(a)	Decrease in Plant and Equipment Operating & Hire Cost	5(224,000)
(b)	Decrease in Communication & Public Consultation	\$(2,000)
(c)	Increase in Office Expenses	\$2,000
(d)	Increase in Landfill Expenses	\$96,000
(e)	Increase in Employee Provisions	\$68,000
(f)	Increase in Information Systems Expenses	\$60,000

Item Expenses	Description	Adopted Budget 2008/09 \$	Proposed Revised Estimates 2008/09	Variance Increase/ (Decrease) \$
Materials and Contracts	Plant and Equipment Operating & Hire	1,191,800	967,800	(224,000)
Materials and Contracts	Communication and Public Consultation	663,600	661,600	(2,000)
Materials and Contracts	Landfill Expenses	784,000	880,000	96,000
Materials and Contracts	Employee Expenses	3,746,540	3,806,540	68,000
Materials and Contracts	Office Expenses	326,850	328,850	2,000
Materials and Contracts	Information Systems	314,800	374,800	60,000
	Net Savings			Nil

- (v) approve a budget allocation of \$200,000 for Zero Waste Plan from the grants received/receivable from the Department of Environment and Conservation to 30 June 2009
- (vi) approve the payment of \$2.093million in relation to the RRF in 2008/09 from the accumulated surplus funds as an pre-operating expense to be expensed in 2009/10 against the reimbursement receivable from Member Councils as part of the Gate Fees for 2009/10
- (vii) note the net savings of \$164,000 on the capital expenditure program and approve the reallocation of funding on the following projects

Savings

•	Sheet Metal Bending Machine	\$31,000
•	Hook Lift Bin Truck	\$66,000
•	Welder's Vehicle	\$28,000
•	Forklift 2.5 Tonne	\$5,000
•	3 x Dust Monitoring Stations	\$20,000
•	Education Centre - Building	\$5,000
•	Toilet Facilities – House, Recycling & Transfer Station	\$43,000
		\$198.000

Less

Reallocation of Budget

	Net Savings	\$164,000
•	Computer Equipment – 2 x Gate Control Units	\$3,000
•	2 x Portable Water Cannons	\$1,000
•	Education Centre - Replacement of Pergola	\$5,000
•	Extension of Administration Block	\$25,000

- (viii) note the additional funding of \$1.443million required for the RRF project at Item 2 of Ordinary Council Meeting Agenda
- (ix) note for Planning Purposes that the Gate Fees for 2009/10 will be \$127/tonne (ex GST) for Processable Waste and \$61/tonne (ex GST) for Non-Processable Waste
- (x) approve the additional finance position to be funded in the first instance from existing financial resources for this financial year and thereafter from additional funding allocation effective July 2009

(Carried: 11/0)

8.1.4 Tech Com. Item 4

SUBJECT: SUPPLY AND DELIVERY OF A LANDFILL COMPACTOR WITH A MINIMUM 50 TONNE CAPACITY WITH OR WITHOUT THE TRADE-IN OF AN EXISTING LANDFILL COMPACTOR OR FOR THE OUTRIGHT PURCHASE OF THE EXISTING LANDFILL COMPACTOR – TENDER 13/96

Motion: (Moved: Cr Sebrechts Seconded: Cr Butler)

The CEO advised that further information would be provided on consultant costs associated with this project together with additional information on the trade-in item (initial cost, whole of life cost, life) for next Ordinary Council Meeting.

RECOMMENDATION

That Council accept the tender offer from BT Equipment Pty Ltd for the Supply and Delivery of a new Bomag BC 1172RB-2 at a cost \$1,485,000.00 (GST inclusive). Plus a cost of \$93,038 for the Extended Warranty minus \$143,000.00 (GST inclusive) for the Trade-in of the existing MRC Tana 400 giving a purchase price \$1,435,038.00.

(Carried: 11/0)

8.1.5 Tech Com. Item 5

SUBJECT: LIMESTONE REMOVAL - TENDER 13/97

Motion: (Moved: Cr MacRae Seconded: Cr Butler)

Nil discussion.

RECOMMENDATION

That Council:

- (i) with respect to Tender No. 13/97 for the removal of limestone, accepts all tenders submitted
- (ii) notes the plan for allocation of material re 'first come, first serve' basis with priority to lowest cost tenderers

(Carried: 11/0)

8.2 CHIEF EXECUTIVE OFFICER

8.2.1 File No: FIN/5-02

SUBJECT: FINANCIAL STATEMENTS FOR THE PERIODS ENDED

30 NOVEMBER 2008 AND 31 DECEMBER 2008

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

Mr Dhillon briefed the meeting on the overall health of Mindarie Regional Council's financial situation.

RECOMMENDATION

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

(Carried: 11/0)

8.2.2 File No: FIN/5-02

SUBJECT: LIST OF PAYMENTS MADE FOR THE MONTHS ENDED

30 NOVEMBER 2008 AND 31 DECEMBER 2008

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

Nil discussion.

RECOMMENDATION

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

(Carried: 11/0)

8.2.3 File No: CMR/8

SUBJECT: MINDARIE REGIONAL COUNCIL STAKEHOLDER CONSULTANT

STUDY - CONSULTANT REPORT

Motion: (Moved: Cr MacRae Seconded: Cr Butler)

Nil discussion.

RECOMMENDATION

That Council note the information contained in the Attachment One to this Item.

(Carried: 11/0)

Crs MacRae and Thomas left the meeting at 7.00pm.

8.2.4 File No: COR/23

SUBJECT: MINDARIE REGIONAL COUNCIL POLICY DOCUMENTATION -

REVIEW OF EXISTING AND FORMATION OF NEW POLICIES

Motion: (Moved: Cr Gray Seconded: Cr Butler)

An amendment to deal with each item separately was lost.

The administration noted, for action, a suggestion to include policy changes, where they occur, in further reports of this type.

RECOMMENDATION

That Council approve policies as follows:

- (i) 9B Human Resource Management
- (ii) 10B Discipline
- (iii) 11B Equal Opportunity

- (iv) 25B Training and Development
- (v) 29B Injury Management
- (vi) 33B Disposal of assets under \$2000

contained at Attachments to this Item

(Carried: 7/2)

8.2.5 File No: WST/104

SUBJECT: STRATEGIC WASTE MINIMISATION PLAN – FUNDED PROJECTS

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

The administration was tasked by Council to provide more information on each project for Ordinary Council Meeting April 2009.

RECOMMENDATION

That Council approve the following waste minimisation activities, as described in the above Item, to be put forward for DEC funding:

- (i) Bulk Waste Recycling
- (ii) Public Place and Event Recycling
- (iii) Local Government Infrastructure Recycling
- (iv) Transport and Haulage Methodologies
- (v) Two Bin Recycling Wet and Dry Bin Investigation
- (vi) Bulk Verge Waste Review
- (vii) Waste Minimisation Project Management

(Carried: 9/0)

8.2.6 File No: COR/1

SUBJECT: ITEMS OF BUSINESS DEALT WITH BY DELEGATED AUTHORITY:

2008/2009 CHRISTMAS/NEW YEAR RECESS

Motion: (Moved: Cr Hollywood Seconded: Cr Gray)

Nil discussion.

RECOMMENDATION

That Council note the out of session approval of Tender 13/95.

(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

- 23 April 2009
- 5.30pm
- City of Wanneroo

12 CLOSURE - MEETING DECLARED CLOSED 7.10PM

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 20 FEBRUARY 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

13 February 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 20 February 2009 commencing at 8.30am.

Items for consideration are attached.

Yours faithfully

KEVIN POYNTONChief Executive Officer

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

Wanneroo

MINUTES OF A MEETING OF THE TECHNICAL WORKING GROUP OF THE MINDARIE REGIONAL COUNCIL HELD IN THE COUNCIL CHAMBER OF THE TOWN OF CAMBRIDGE, 1 BOLD PARK DRIVE, FLOREAT, ON 20 FEBRUARY 2009 AT 8.30AM.

PRESENT: K Poynton Chairman

Members Messrs Dennis Blair Director Infrastructure

Chris Colyer Director Infrastructure Cambridge Kalwant Dhillon Finance & Business Sves Mgr Mindarie Peter Hoar Coordinator Waste Mgt Joondalup Keith Rickman **Coordinator Waste Sves** Stirling Vic Park Anthony Vuleta **Director Technical Services** Mike Tolson Operations Manager Mindarie **Project Manager** Ian Watkins Mindarie

VISITORS Nil

APOLOGIES Nil

CONFIRMATION OF MINUTES

Not applicable

MINUTES

TABLE OF CONTENTS

ITEM	SUBJECT	FILE NO	PAGE NO
1	BUSINESS REPORT (FEBRUARY 2009)	COR/8	P4-12
2	RESOURCE RECOVERY FACILITY – PROJECT PROGRESS REPORT	WST/13-02	P13-30
3	FINANCIAL MANAGEMENT – MID YEAR FINANCIAL REVIEW – FINANCIAL YEAR 2008/2009	FIN/80	P31-49
4	LATE ITEM TENDER 13/96 RECOMMENDATION SUPPLY AND DELIVERY OF 4 WHEEL LANDFILL COMPACTOR	COP/2-02	P50-67
5	TENDER 13/97 RECOMMENDATION LIMESTONE REMOVAL FROM TAMALA PARK	WST/131	P68-71

ITEM 1 BUSINESS REPORT (FEBRUARY 2009)

File No: COR/8

Attachment(s): Nil.

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

DETAIL

OBJECTIVE ONE - RESOURCE MANAGEMENT

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

Development and Implementation of Resource Management Programs

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

Information related to landfill activity to end December 2008:

		Tonnage			Revenue	
Members	Actual	Budget	Percentage	Actual G/L	Budget	Percentage
Cambridge	5,431	13,165	41.25%	\$293,800	\$710,900	41.33%
Joondalup	31,585	66,300	47.64%	\$1,707,530	\$3,580,200	47.69%
Perth	7,473	18,219	41.02%	\$403,559	\$983,800	41.02%
Stirling	46,581	82,700	56.33%	\$2,515,826	\$4,465,800	56.34%
COS-Bales	11,891	22,000	54.05%	\$257,595	\$476,500	54.06%
Victoria Park	6,806	14,485	46.99%	\$368,737	\$782,200	47.14%
Vincent	7,401	14,062	52.63%	\$400,373	\$759,300	52.73%
Wanneroo	35,639	75,125	47.44%	\$1,926,026	\$4,056,800	47.48%
Wanneroo MRF	8,201	3,700	221.66%	\$177,652	\$80,100	221.79%
Sub total Members	161,008	309,756	51.98%	\$8,051,098	\$15,895,600	50.65%
Casuals						
South Perth	5,671	3,075	184.41%	\$515,523	\$279,500	184.44%
Casual	25,885	40,000	64.71%	\$2,340,925	\$3,636,400	64.37%
Sub Total Casuals	31,555	43,075	73.26%	\$2,856,448	\$3,915,900	72.94%
TOTAL	192,563	352,831	54.58%	\$10,907,546	\$19,811,500	55.06%
	_					
Other Not incl above						
Recycling Centre				\$161,286	\$350,000	46.08%
Cover	0					
% Year to Date	50%					

Current information in relation to landfill activities is as follows:

- JJ MacDonald have completed lining of this area of landfill and Department of Environment & Conservation (DEC) has approved it in line with the conditions of the licence. Mindarie Regional Council has commenced filling this landfill.
- JJ MacDonald have advised the Council's landfill consultant, Cardno BSD, of an intention to continue dispute resolution action re a dispute over quantities of liner material.
- The situation with regard to this dispute with JJ MacDonald is that a significant difference of position exists between JJ MacDonald and Cardno BSD Meinhardt (JV) on the validity of a claim for additional payments
- The matter has progressed to the point where the administration has now received advice from JJ MacDonald that mediation is now to be initiated
- The administration has enlisted the legal support of Mr John Woodhouse to develop options for resolution of this dispute. Some initial advice has been provided by Mr Peter Doherty QC, in conjunction with Mr Woodhouse. This advice, whilst providing some comment, also described some further questions. CEO Mindarie Regional Council has initiated the provision of answers to these questions, in order to ensure that any final legal advice is comprehensive
- Further resolution, in terms of firm legal advice, is contingent on provision of technical information by the Cardno team to our legal team
- A final suite of recommendations from our legal team is planned to be presented to Ordinary Council Meeting April 2009

Limestone Disposal Update

Excavation of the Phase 3 footprint is progressing well. There have been significant quantities of limestone removed off the future cell development area during the first part of this financial year. An estimated 780,000 tonnes (as at 31 January 2009) since excavation commenced has been removed, with part of the material being trucked off site, some being used on the landfill as daily cover, some being stockpiled for future use on the landfill and all sand being encountered is stored on site for future capping activities.

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

This utilisation of excavated material, via off site usage, cover, stockpile and block making, has continued during October and November 2008.

Recycling

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

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

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

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

The impact of the global economic crisis on local recycling industry has resulted in the onsite retention of limited quantity of metal, upon request from the Mindarie Regional Council contractor.

Discussion with contractors are planned, in order to confirm ongoing arrangements on this matter.

Master Plan for Tamala Park

The finalisation of the revised lease for Tamala Park will enable the progress of a Master Plan for the site. *This activity will be initiated in 2009/10, following confirmation of the Tamala Park role in any regional plan.*

Gas Management

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

- operations are producing 4.7 mega watts
- drilling of wells in Stage Two Phase Two was completed in April 2007 and is now producing gas
- LFGP have ceased discussions on contract issues. These issues have related to potential contract variations to enable a greater income stream to LFGP

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

Groundwater Management

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

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

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

Other groundwater – related tasks for 2008/2009 are:

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

Resource Recovery Facility

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

Regional Waste Management Plan

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

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

Community Communication Activities

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

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

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

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

Stakeholder Survey

This is a project to determine views of stakeholders re the Mindarie Regional Council business. The project has proceeded to 'issue of report' milestone. An item will be included in the Ordinary Council Meeting Agenda for March 2009

Marketing Plan

This is a project to combine all communication, education, branding and sponsorship activities. The project has proceeded to 'issue of draft plan' milestone. Further discussion between the administration and Linc Communications has occurred. Preparation of a plan for Council consideration in April 2009 is continuing

Education

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

- The development and publishment of regular community advertisements on RRF progress
- The continuation of the Earthcarers programme
- The progress of a 'region-wide' fridge magnet project
- The progress of dissemination of the revised Mindarie Regional Council branding material
- The expansion of the Tamala Park/Balcatta tours program
- The development of the education centre at Tamala Park
- Progress of the recruitment of an Education Officer

Agreed projects for at least February – June 2009 are as follows:

- Earthcarers program
- HHW management
- Waste Wise events
- RRF promotion
- Member Council joint projects e.g. Garden Week, Tours, Mobile Display usage.

OBJECTIVE TWO - RESOURCE BUSINESS CREATION

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

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

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

OBJECTIVE THREE - INDUSTRY LEADERSHIP

Strategies related to this objective include the following:

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

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

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

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

- Confirmation of an approach to the State Enquiry into waste management
- Recognition of work proposed for improvements to Commercial and Industrial (C & I) waste management
- Approval to a revised MWAC Strategic Plan
- Endorsement of 'Data and Information Management' as the priority for policy development in 2009

The Forum of Regional Councils (FORC) continues to gain momentum, with a meeting of the Chair Group held on *29 January 2009*.

Key points from this meeting were as follows:

• The development of a framework for preparation of a response to the State Enquiry on waste management

OBJECTIVE FOUR - ORGANISATIONAL MANAGEMENT

Strategies associated with this objective are as follows:

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

Establishment Agreement

The matter of the Establishment Agreement will be the subject of further work in 2009.

This work will include an additional workshop in April – May 2009, prefaced by further analytical work, potentially involving TWG members.

Business Systems

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

- Financial Management
 - continued upgrade for the Navision Financials, Human Resources and Payroll Systems is currently in progress
 - upgrade to weighbridge system (Wasteman) completed
- Records Management
 - continued usage and improvement of Electronic Records Management System

Policy Development

 a review of existing policies is continuing, with a next batch to be presented to Ordinary Council Meeting March 2009

Review of Mindarie Regional Council Strategic Plan

The administration has progressed a plan with external consultant, Helen Hardcastle, for review of the Strategic Plan, in the period March – June 2008. The final draft Strategic Plan was approved at Ordinary Council Meeting October 2008.

Compliance Issues

A plan for the conduct of the 2008 DLGRD compliance audit, utilising internal resources, is currently being formulated.

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 - 20 FEBRUARY 2009

The Group addressed the following additional issues to those contained in the Agenda:

- Education Programme
 - Agreed joint meeting with WESSG members 9 April 2009
 - noted involvement, thus far, in calendar project by Perth, Vincent, Victoria Park, Stirling

- Strategic Forum
 - Agreed 'Strategic Think Tank' discussion as part of June Technical Working Group
- SWMP Projects
 - Agreed separate report to Ordinary Council Meeting with respect to priority projects
- Carbon Trading
 - Agreed further consideration of need for an Officers Workshop following analysis of further information related to White Paper, proposed legislation and timetable
- Waste Industry Terminology
 - Agreed support for further action, including waste and Recycle Conference Workshop, to progress discussion on this issue

RECOMMENDATION

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

ITEM 2. RESOURCE RECOVERY FACILITY – PROJECT PROGRESS

REPORT

File No: WST/13-02

Attachment(s): 1. Project Development Cost Summary

Author: Ian Watkins

SUMMARY

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

BACKGROUND

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

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

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

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

- resolved to sign the Lease and Certifier Agreement
- approved delegated authority for the CEO to sign relevant project agreements
- approved the ongoing use of project consultants (February 2008)
- award the construction contract for the MRC civil infrastructure works to Griffin Civil (October 2008)
- award the construction contract for the Mindarie Regional Council building works to BCL Constructions (December 2008 under delegated authority)

DETAIL

Project Programme

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

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

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

Progress Report

Key activities recently completed have been as follows:

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

- Mindarie Regional Council completing all Conditions Precedents
- Mindarie Regional Council accepting all relevant BioVision2020 project agreements
- BioVision2020 completing all Conditions Precedents
- Financial Close (23 November 2007)
- satisfaction of Conditions Precedents and the project progressing to the design and construction phase
- ongoing project co-ordination between Mindarie Regional Council and BioVision2020
- introduction of BioVision2020 to CEAG
- finalisation of site levels and road design
- concept design for Mindarie Regional Council infrastructure
- finalisation of the water supply to Lot 505 Neerabup
- public announcement of contract finalisation
- commencement of construction works on-site
- held a public meeting (19 March 2008) to provide information on the RRF and to introduce the contractor to the local community
- final subdivision of the original Lot 501, Bush Forever portion finally transferred to WAPC. Mindarie Regional Council property now Lot 801
- appointment of URS to carry out the detailed design of the Mindarie Regional Council infrastructure works
- tendering the Mindarie Regional Council civil infrastructure works
- award of the MRC civil infrastructure works
- tendering the MRC building works
- finalisation of additional groundwater allocation (50,000kl) from Trandos Farms
- award of the Mindarie Regional Council building works contract
- installation of the 2nd groundwater extraction bore
- installation of permanent power to site (achievement of the Mindarie Regional Council contractual commitment)

Contract Finalisation Process

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

The following activities have been undertaken since 11 August 2006.

- Legal documentation finalised based on agreed contractual positions
- Progress Deed of Guarantee
- Detailed assessments of the BioVision2020 fee variations has been undertaken
- Sale of the Bush Forever land

- Transfer of environmental licence to BioVision2020
- Replacement of WorleyParsons by SITA
- Finalise legal documentation based on SITA's involvement in the project
- Accept Westscheme as the majority (70%) shareholder in BioVision2020
- Completion of all Mindarie Regional Council Conditions Precedent requirements
- Review of all relevant BioVision2020 project documents
- Completion of all BioVision2020 Conditions Precedent requirements
- Financial Close
- Satisfaction of all Conditions Precedents occurred on 23 November 2007
- Revision of the Lease to incorporate a minor change to the Lease area
- Obtaining final signed project documentation from BioVision2020

Community Engagement

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

Key activities conducted recently were as follows:

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

Secondary Waste Treatment Facility Working Group Meetings

The Secondary Waste Treatment Facility Working Group met on **26 November 2008 and 28 January 2009.**

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

Land Issues

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

- the removal of the planned North/South road access across Lot 801
- the finalisation of the location of the Pederick Road road reserve
- final site levels for the revised Structure Plan
- Mindarie Regional Council contribution to N/A infrastructure costs

The above aspects have yet to be finally resolved. Discussions with the City of Wanneroo would indicate that the North/South road will be required.

Site Development

Development Application

All necessary Development Applications have been issued by the City of Wanneroo.

- RRF Development
- Mindarie Regional Council building works development

Works Approval

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

Following discussions with the DEC, the operating licence will now be issued for 50,000t/yr, but the facility will be able to operate at an equivalent daily throughput of 100,000t/yr. That is, the facility will be able to operate at full capacity to be commissioned in accordance with the RRFA. BioVision has approximately 8 months (including the commissioning period) to demonstrate to the DEC that the facility is able to be operated at full capacity in accordance with agreed standards before the 50,000t licence runs out.

Mindarie Regional Council and BioVision are comfortable with this agreed licensing approach.

Building Licence

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

Updated Building Licence Status

- Stage 1 submitted 10 January; approved 20 February
- Stage 2 submitted 22 January; approved 26 May
- Stage 3 submitted 29 February; approval August this building licence includes MRC infrastructure works currently being constructed

• Stage 4 – MRC Building Works – in the process of being applied for by the builder

Water Supply

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

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

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

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

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

The Mindarie Regional Council has recently exercised its option to purchase an additional 50,000kl/yr water allocation from Trandos Farms. This was part of the original land purchase arrangements. The Department of Water has transferred the allocation to the Mindarie Regional Council. The Mindarie Regional Council now has a water extraction licence for a total of 100,000kl/yr.

Electrical Supply

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

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

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

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

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

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

The difference between pre-quote estimate (\$1.067M) and the final quote value (\$221,938.19) is that Western Power has covered a larger portion of the infrastructure upgrade costs.

The original "switch on" date was 28 October 2008. This was postponed to 24 November 2008 due to problems with laying the power cable through the Neerabup area. A revised date of 15 January 2009 was agreed, this was not achieved. Following a meeting with Western Power and MRC CEO and Project Manager, it was agreed that Western Power could provide sufficient power from another grid and once the original intended power lines were installed, a simple switch over would be necessary. Mindarie Regional Council was advised that the proposed connection date was 30 January 2009. This date was not achieved by Western Power. A revised date of 10 February was provided and eventually power was supplied on this date (5 days before dry commissioning was due to commence).

BioVision and its contractors have been extremely accommodating in working around the continual delays (3.5 months) in achieving the power connection and have not incurred any construction delays; hence, the Mindarie Regional Council has not incurred any penalties as a result of the power supply delays.

The Mindarie Regional Council has now achieved its contractual commitment of providing power to the site.

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

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

Cardno is currently developing the draft plan for review by Mindarie Regional Council and BioVision.

Site Levels

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

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

Roadworks

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

As part of the City of Wanneroo Building Licence approval process, concern was raised about the position of the site entrance in relation to the proposed north/south road. Consequently, the site entrance alignment was modified to enable the north/south road to be constructed and achieve a safe entrance into the Mindarie Regional Council site. The road modifications resulted in a marginal increase in entrance road length and the need to include a portion of concrete pavement to accommodate turning of heavy vehicles.

Recently the City of Wanneroo and URS (MRC design consultant) have finalised the requirements for the localised widening of Pederick Road to accommodate the entry and exit of large vehicles through the RRF entrance. This work is currently being quoted on by a number of contractors and is anticipated to commence in early March.

Mindarie Regional Council Infrastructure

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

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

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

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

MRC civil infrastructure works were tendered out in September with the contract being awarded to Griffin Civil at the Ordinary Council Meeting 23 October 2008. Works commenced on site on 6 November, 2008.

MRC building works for the construction of Mindarie Regional Council office/education centre and weighbridge office were tendered during November.

Following delays in finalising the financial assessment of the preferred tenderer a recommendation for award was unable to be presented to Council at the December 2008 Ordinary Council Meeting. Consequently, once the financial assessment was finalised and the preferred contractor deemed financially stable to undertake the works, the contract was awarded by the MRC CEO under delegated authority (out of session approval).

The building works (Tender 13/95) were awarded to BCL Constructions to the value of \$682,333 (Excl. GST). The award of the tender is the subject of a separate Item to Council.

The Development Application for the building works has been approved by the City of Wanneroo.

Timing of Mindarie Regional Council Site Infrastructure Works

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

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

Revised Lease Plan

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

"agrees to amend the Lease to BioVision 2020 for Resource Recovery Facility, after Western Australian Planning Commission (WAPC) approval to the amendment to an add on area of 282 m² in north west corner."

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

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

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

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

"approve the amendments to the Lease to an add on area of 282m² in the North West Corner and authorise the Administration to finalise the Lease with BioVision and note that the Neerabup site land description will change from the current Lot 505 as a result of the sub-division of the Bush Forever portion of the property"

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

Future Activities Planned

Future activities associated with this project are as follows:

- continuation of community engagement including CEAG
- progress site construction:
 - complete installation of water supply infrastructure
 - road reserve requirements with City of Wanneroo and LandCorp
 - Mindarie Regional Council infrastructure construction
- preparation for wet commissioning
 - Weighbridge operations
 - Operating procedures
 - Waste delivery

RRF Tonnage Input

During Commissioning

The Mindarie Regional Council is required to deliver approximately 15,000 tonnes to 19,000 tonnes of waste to the RRF during the three month commissioning period. It is proposed that this tonnage come from the City of Wanneroo and the City of Joondalup as they are the two nearest member councils with sufficient processable waste. The proximity of the RRF to the two councils provides sufficient flexibility to react quickly to changes in required tonnage during commissioning.

During Operation

The determination of the tonnage allocation during the operational period will be the subject of further review by the Technical Working Group.

Caretaker Issues

At the Ordinary Council Meeting 11 December 2008 this confidential (for legal reasons) matter was discussed and a number of related tasks identified for management by the CEO. These tasks have been progressed to a point where Council will be provided with a verbal update at the Ordinary Council Meeting.

Ongoing Project Management

Project Advisory Group

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

The members of the PAG are as follows:

Mindarie Regional Council

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

BioVision2020

- Emmanuel Vivant (BioVision, Director)
- Marco Fontana Giusti (SITA, Project Manager)
- Nial Stock (SITA WA, State Manager)

Chairman

Mike Wadsworth

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

The PAG met on 10 December2008, 21 January 2009 and again on 4 February 2009. Items from these meetings include:

- Current operational issues
- Conporec financial situation
- Caretaker
- Backup Power Plan
- Community Based Participation Research
- Commissioning Plan
- Compost management

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

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

As a result of the design review, BioVision has submitted 9 variations to the Project Advisory Group (PAG) for expenditure of the CCA. Cardno Meinhardt JV has assessed the variation requests and submitted recommendations to the PAG. The PAG has accepted 7 variations. Table 2 provides details of the variations requested.

Table 2.

Item	Value	Accepted/Rejected
Variable speed drives on fan motors	\$182,149	Accepted
2. Jacking cradles	\$86,643	Rejected
3. Stainless steel bolts	\$75,000	Rejected
4. Changes to humidifier system	\$73,500	Accepted
5. Automatic rapid closing doors	\$36,500	Accepted
6. Building pressure measurement gauges	\$23,288	Accepted
7. Water flow meters	\$9,475	Accepted
8. Plenum & air chamber	\$159,011	Accepted
9. Leachate flow meters	\$18,330	Accepted
The remaining value in the CCA = \$2,539 (incl. inte	erest)	

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

Mindarie Regional Council has received legal advice that the total value of the CCA able to be authorised by the PAG includes accrued interest as intended by the RRFA.

Grand Opening Function

Consideration has been given to the timing of when the Grand Opening Function should be held.

Two options are available:

- 1) Before wet commissioning, while the facility is still clean (enabling full viewing of the facility)
- 2) After wet commissioning, while the facility is fully operational (viewing limited to the observation check, but facility fully commissioned and operating)

SWTF WG, BioVision, CEAG, TWG and Council preference is for Option 1, due to the ability to have a more comprehensive viewing of the facility.

It has been agreed to hold the Grand Opening Function before the commencement of wet commissioning.

The intention would be to have a dignitary open the facility. The potential dignitary being one of the following:

- Premier (not available)
- Minister for Environment (not available)
- Minister for Local Government (not available)
- Local Member

In order to include the local community in the opening of the facility, it is proposed to hold a public open day on the Saturday immediately following the Grand Opening Function.

Agreed dates for the opening are as follows:

- Grand Opening Function Friday 27 March 2009
- Public Open Day Saturday 28 March 2009

Way Forward

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

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

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

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

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

RRF Stage 2 Development

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

- July 2008 to December 2008 Review available technologies (FORC activity)
- January 2009 to June 2009 Consultation with member councils
- July 2009 to December 2009 Develop program of work activities and appoint Consultants
- January 2010 to December 2010 Prepare Tender documents
- January 2011 to June 2012 Tender/Contract/Award Process
- July 2012 to July 2013 Construction
- July 2013 Stage 2 operational

CONSULTATION

Consultation has occurred with the following groups:

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

- Western Power
- City of Wanneroo

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

Not applicable

STRATEGIC IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

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

This work has been as follows:

- quantification of payments post 18 November 2008 and up to 2 February 2009
- quantification of Work in Progress i.e. work completed but yet to be invoiced up to 31 January 2009
- review of funds required for further work 31 January 2009 end of project

Project expenses to date *for this financial year (\$969,589)* are within the approved Budget of \$1,600,000.00.

Recently the mid-year budget review has been undertaken. This review has considered past and future anticipated expenses to the end of this financial year.

The mid-year budget review is summarised in the column "Proposed Revised Budget" of Attachment One.

Comments on the mid-year budget review outcomes:

- Community Consultation an additional \$15k for media releases associated with the completion of construction and opening of the facility
- Project/Construction Management an additional \$52k for work relating to:
 - Power Outage Plan
 - Operating Licence issues
 - Caretaker

- Commissioning Plan
- Legal an additional \$75k for work relating to:
 - Caretaker
 - General RRFA related gueries
- Financial no change
- MRC Project Management an additional \$34k for work relating to:
 - General project co-ordination
 - Dealing with Western Power
 - Caretaker
 - MRC site infrastructure
 - Community Based Participation Research Program
- Insurance Advisors no change
- Site Infrastructure an additional \$1.3m for work related to:
 - Civil works increased costs (430k)
 - 1. increased construction costs
 - 2. changes to site entrance
 - 3. Pederick Road widening
 - 4. installation of additional services to allow for future street services connections and for Stage 2 & 3 development (sewer, water, electricity)
 - Building Works increased costs (330k)
 - 1. increased construction costs
 - 2. larger building
 - 3. allowance for future services and Stages 1 & 2
 - Design and Superintendence costs (\$20k)
 - 1. increased design and co-ordination effort
 - Weighbridge hardware and software (\$240k) to enable automatic weighing of vehicles and remote location access to system from Tamala Park

As a result of the budget review, there is a need to increase RRF development costs by \$1,443,152. Funding for this additional expenditure will come from loan funds (Loan 10).

Currently Loan 10 is for a value of \$8.6m and this includes a \$500k contingency amount and a saving of approximately \$800k in power supply costs. This is an uncommitted amount of \$1.3m. With the additional \$1.44m being sought, loan funds will need to be increased by a minimum of \$150k to cover the anticipated development costs.

In addition to the development costs above, there are also pre-operational expenses. These include:

- Grand Opening Function (\$30k)
- Commissioning Waste Payment (\$2.093m). This commissioning waste payment is part of the RRFA contractual commitments and has been included in the MRC future fee structure

The pre-operational expenses cannot be capitalised and need to be expensed; hence, are not included in the above Development Costs (Capital expenditure only). These expenses will be paid for out of surplus funds and expensed against income received from the RRF in the 2009/2010 financial year.

Loan 10 Summary

•	original valu	е	(July 2004)	\$2M
•	increased	(OCM 22 February 2007)	by \$2.6M to \$	\$4.6M
•	increased	(OCM August 2007)	by \$1.5M to \$	\$6.1M
•		(OCM Feb 2008) se includes a \$500k contingency	by \$2.5M to \$	\$8.6M

There is a need to increase loan funds by a minimum of \$150k to cover future anticipated development costs, ideally by \$200k to provide a \$50k contingency.

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

TECHNICAL WORKING GROUP - 20 FEBRUARY 2009

Nil.

RECOMMENDATION

That Council:

- (i) receive this Progress Report dated 5 March 2009 on the project to establish a Resource Recovery Facility in the Mindarie region
- (ii) endorse the proposed methodology for the distribution of the RRF processable waste amongst the participating member councils as follows:
 - commissioning tonnage from the City of Joondalup and the City of Wanneroo
 - operational tonnage to be advised following review by the Technical Working Group
- (iii) authorise the Administration to increase loan funds by \$200k (including a \$50k contingency) to cover additional development costs, if required, in line with \$6.20 of the Local Government Act (Voting -Absolute Majority)

ATTACHMENT ONE

TO ITEM 2

TECHNICAL WORKING GROUP MEETING

20 FEBRUARY 2009

PROJECT DEVELOPMENT COST SUMMARY

Project Development Costs Summary

								200	2008/2009			
Item	2000 - 2004 (Pre-2004/5)	5) 2004/2005	5 2005/2006	2006/2007	2007/2008	Approved Budget	Spend to 2/2/9 (a)	#Work in Progress (b)	Total Costs (a) + (b)	Future Expenditure	Proposed Revised Budget	Total Estimated Costs
Community Consultation (Bryant Media, CEAG)	\$ 37,817	17 \$ 65,796	96 \$ 39,024	4 \$ 43,663	\$ 40,796	\$ 28,000	\$ 12,516	\$ 3,453	\$ 15,969	\$ 42,000	\$ 42,969	\$ 270,064
Project/Construction Management (JV)	S	8	\$	8	\$ 277,965	\$ 120,000	\$ 1,510	\$	ક	ક	\$ 172,510	\$ 1,835,163
Legal (Freehills, Woodhouse Legal)	\$	\$ 366,124	24 \$ 1,019,638	8 \$ 1,292,349	\$ 630,929	\$ 50,000	\$ 62,909	\$ 11,617	\$ 74,526	\$ 25,000	\$ 99,526	\$ 3,408,566
Financial (PKF, Deloitte)	\$	\$ 5,620	20 \$ 113,798	8 \$ 27,964	\$ 62,498	\$ 20,000	- \$	- \$	- 8	\$ 20,000	\$ 20,000	\$ 229,879
Probity (Braxfords)	8	\$ 3,840	40 \$ 37,958	8 \$ 3,848	- ج		· \$	· \$	- چ	· •	- &	\$ 45,645
MRC Project Management	\$ 10,000	00 \$ 20,411	11 \$ 54,923	3 \$ 45,179	\$ 65,155	\$ 42,000	\$ 34,187	\$ 54	\$ 34,240	\$ 30,000	\$ 64,240	\$ 259,906
Insurance Advisors (AON)	8	8	\$ 4,750	0 \$ 15,000	\$ 10,175	\$ 10,000	- ج	- ج	- ج	\$ 10,000	\$ 10,000	\$ 39,925
Site Infrastructure	۰ ج	- ج	\$ 1,800	0 \$ 20,916	\$ 292,047	\$ 1,330,000	\$ 852,789	\$ 1,302,314	\$ 2,155,103	\$ 469,945	\$ 2,625,048	\$ 2,939,812
Over Seas Inspection Tour	- ج	8	\$ 215,506	- \$	- &	- \$	- S	- ج	- \$	- ج	- &	\$ 215,506
Other	\$ 50,000	- \$ 00	\$ 9,570	0 \$ 38,798	\$ 8,378	- \$	\$ 5,678	\$ 1,182	\$ 6,860	\$ 2,000	\$ 8,860	\$ 115,606
Total Costs Incurred	\$ 660,000*	00* \$ 650,313	13 \$ 1,629,143	3 \$ 1,989,520	\$ 1,387,942	1,600,000	\$ 969,589	\$ 1,404,619	\$ 2,374,208	\$ 683,945	\$ 3,043,153	\$ 9,360,072
Total Costs Incurred to 30/6/7												
Pre-Operating Expenses (funded from surplus funds and expenses against 09/10 RRF	inds and exp	enses against	09/10 RRF income)	me)								
Grand Opening Function											\$ 30,000	
Commissioning Waste Payment											\$ 2,093,000	Pd May 09
										Subtotal	\$ 2,123,000	
Balance of Loan Funds (Loan 10)												
Original Value \$2.0M	Not Applicable**	e** \$ 1,349,687	87									
Increased by \$2.6M to \$4.6M			\$ 2,320,544	4 \$ 331,024								
Increased by \$4.0M to \$8.6M (incl. \$0.5M												
Contingency)##					\$ 2,943,081						-\$ 100,072	
Land Purchase (Asset)			\$ 3,500,000	0								
* Pre-2004/5 breakdown estimated based on available information	uc											

#Work in Progress is work that has been carried out, but no invoice has been received or is in the process of being paid ## Combination of two loans (\$1.5M + \$2.5M) ** Pre-2004/5 costs expensed through Tamala Park operations

ITEM 3 FINANCIAL MANAGEMENT – MID YEAR FINANCIAL REVIEW –

FINANCIAL YEAR 2008/2009

File No: FIN/80

Attachment(s): 1. Financial Statement as at 31 December 2008

2. Summary of Capital Expenditure as at 31 December 2008

Author: Kalwant Dhillon

SUMMARY

The purpose of this report is to describe the financial position of the organisation in relation to the Adopted Budget and Business Plan and Actuals and recommend changes that will reflect the anticipated outcomes for the balance of the 2008/09 financial year. This will assist in better ongoing management of the Mindarie Regional Council operations and provide stakeholders with a view of the likely result at the conclusion of the financial year.

BACKGROUND

Council at its meeting held on 3 July 2008, resolved as follows:

That Council:

- (i) adopt the draft Budget for the Mindarie Regional Council for Financial Year 2008/2009
- (ii) endorse the on-going strategy of deferred payment of operational surplus, as approved by Council at its August 2005 meeting, for the FY 2008/2009 and future years to meet its on-going capital requirements
- (iii) approve the use of an on-going bank overdraft facility of \$1 million to manage cash flow short falls during FY 2008/2009 and future years
- (iv) approve the capital budget allocation of \$714,000 in respect of the administration building extension, transfer barriers construction and generator upgrade, to be carried forward to 2008/2009
- (v) approve the additional loan of \$6.6m to fund the Phase 3 landfill excavation and authorise the administration to arrange this loan
- (vi) authorise the administration to explore the viability of Member Council guarantees for the loan described at (v), and other future loans

Council operations have been conducted in line with the strategies and objectives incorporated in the Council's Strategic Plan and Adopted Budget 2008/2009. Monthly Financial Statements on the Actual Expenditure and Variations from the Adopted Budget have been submitted to each Council meeting. In line with benchmark practice and to comply with Local Government Regulations a detailed review of Council operations at 31 December 2008 has been carried out.

The methodology of this report is:

- to comment by exception on those items that reflect significant trend variations to budgeted allocations,
- to provide revised financial projections to 30 June 2009 as required, to recognise such variations and statutory obligations that will allow for the ongoing effective management of the financial plan for the remainder of the financial year, and

 to invite Council consideration of any new expenditure identified as a result of the Review

The Financial Statement as at 31 December 2008, reflecting the Adopted Budget and Actual Expenditure to 31 December 2008 is enclosed under Attachment One of this report. Any revised estimates or re-allocations are included in the recommendations.

Attachment Two is a summary of the Capital Expenditure.

DETAIL

Revenue

Review of the revenue for 2008/09 indicates the following:

Tipping Fees

Member Fees

Members Tipping revenue for the first half year at \$8.05million is marginally ahead of the budget and the revenue for the year is expected to be on target.

Casual Fees

Casual fees for the six months is approximately \$0.5million above the half year's budget. However, the sales in January 2009 is approximately \$0.3million lower than the average monthly sales for the first six months. The trend is expected to be lower in the second half of this financial year in view of the slowdown in economic conditions but the target of \$3.6million is expected to be met.

Revenue for South Perth has exceeded the budget for the year and if this trend continues the revenue is expected to be around \$0.8million.

Sale of Recyclable Material

The revenue for recyclable material is slightly lower than the budget for the first half year to 31 December and this is expected to continue resulting in a shortfall of revenue of \$0.11million

Interest Earning

Interest earnings for the first half year is \$0.14million above the budget to 31 December 2008. With the lower interest rates in the 2nd half of 2008/09 interest earnings will be lower but annual interest earnings expected to be around \$0.64 to \$0.65million.

Gas Power Generation Sales

With the increase in RECs pricing trend expected to continue into the second half of this financial year an additional \$0.1million is expected from the sale of RECs.

Grants and Subsidies

Revenue is expected to be on target.

Operating Expenditure

The overall expenditure for the six months to 31 December 2008 is just under budget but for the full year is expected to be on target with the exception of Zero Waste Plan (refer below). However the following reallocation of budget is necessary to accommodate the trend in the expenditure for the operations of Mindarie Regional Council.

Savings		
•	Plant and Equipment Operating and Hire	\$224,000
	Savings anticipated on fuel as a result of lower pump prices	
•	Communication & Public Consultation	\$2,000
	Total Saving	\$226,000
Less:		
Realloca	tion of Additional Budget.	
•	Landfill Expenses	\$96,000
	Mainly associated with increased cost for Recycling Contractors as a result of higher E-Waste	
•	Employee Provision Under provisions on annual and long service provision	\$68,000
•	Office Expenses	\$2,000
•	Information Systems	\$60,000
	Cost associated with the implementation of Wasteman And electronic inter-face with Navision system as well as electronic timesheets implementation	
	Net Savings	Nil

Zero Waste Management Plan

Funding of \$217,000 for Zero Waste Plan in the form of grants, has been received/receivable from the Department of Environment and Conservation as follows:

	\$217.000	
2008/09	\$73,000	(due in March/April 09)
2007/08	\$109,000	
2006/07	\$35,000	

However, a budget allocation for this Project was not submitted during the Budget Process for 2008/09 in view of the uncertainty of the timing of the expenditure. An allocation of \$200,000 is now required from the above grants to cover the expenditure anticipated in 2008/09 (mainly in the second half of the financial year).

Capital Expenditure

The overall capital expenditure program is progressing well. However, a few reallocations are necessary to take into account the pattern of expenditure in the respective projects.

		Increase/ (Decrease)
•	Extension of Administration Block To take into account the warranty payment outstanding on this project	\$25,000
•	Education Centre - Replacement of Pergola	\$5,000

		Total Savings	\$164,000	
•	Toilet Facilities – House, Recycling and Trans Project deferred to 2009/10 – temporary soluti place by hiring toilets and permanent solution pending finalisation of specification		\$(43,000)	
•	Computer Equipment – 2 x Gate Control Units	3	\$3,000	
•	3 x Dust Monitoring Stations Savings on the project		\$(20,000)	
•	Forklift 2.5 Tonne Savings on the project		\$(5,000)	
•	Welder's Vehicle This project will be carried out in 2009/10 once specifications are finalised	e the	\$(28,000)	
•	Hook Lift Bin Truck Savings on this job		\$(66,000)	
•	2 x Portable Water Cannon Additional cost based on quotes received for t	his job	\$1,000	
•	Education Centre - Building Saving expected for this job Steel Metal Bending Machine Savings expected on this job		\$(5,000) \$(31,000)	
	This is based on quotes received for the job			
				_

RRF

An additional funding of \$1.443 million is required to complete the RRF project prior to the Facility commencing operations. This is mainly related to Site Infrastructure. Funding for this will be from Loan 10 and this is covered under Item 2 of the Ordinary Council Meeting Agenda.

SUMMARY

Operational

The overall revenue is expected to increase by approximately \$0.59million as a result of increased revenue from Casuals (City of South Perth - \$0.5m), Gas Power Sales (\$0.1m) and Interest Increase (\$0.1m) which will be offset by lower revenue from the Sales of Recyclables (\$0.11m).

The overall expenditure is expected to be on target with the exception of Zero Waste Pan where a budget allocation of \$0.2m is required from the grants received/receivable from Department of Environment and Conservation to 30 June 2009.

However, reallocation of budget for expenditure is required in the following areas to align the trend in the expenditure for the operations of the Mindarie Regional Council for the 2008/09 financial year.

Savings	5.		
•	Plant & Equipment Operating and Hire		\$224,000
•	Communication and Public Consultation		\$2,000
		Total Savings	\$226,000
Less: R	Re-allocation of budget		
•	Landfill Expenses		\$96,000
•	Employee Provisions		\$68,000
•	Office Expenses		\$2,000
•	Information Systems		\$60,000
		Net Savings	Nil

Capital

The overall capital program is progressing well. However, savings have been identified to 2008/09 on some projects as well as deferment of some projects which are offset against reallocation of additional budget on a few projects to cover the cost of completing the projects.

Savings

•	Sheet Metal Bending Machine	\$31,000
•	Hook Lift Bin Truck	\$66,000
•	Welder's Vehicle	\$28,000
•	Forklift 2.5 Tonne	\$5,000
•	3 x Dust Monitoring Stations	\$20,000
•	Education Centre - Building	\$5,000
•	Toilet Facilities – House, Recycling and Transfer Station	\$43,000
		\$198,000
<u>Less</u>		
Reallocat	ion of Budget	
•	Extension of Administration Block	\$25,000
•	Education Centre - Replacement of Pergola	\$5,000
•	2 x Portable Water Cannons	\$1,000

Other Issue

Impact of Global Crisis

The global crisis has impacted on a number of Councils (including some Regional Councils) in relation to the investments made by these Councils. The failed investments relates to the collapsed Lehman Bros. and investment in

Total Savings

\$3,000

\$164,000

Computer Equipment – 2 x Gate Control Units

collateralised debt in the main. Mindarie Regional Council does not hold any investments in collateralised debts and it has no dealings with Lehman Bros.

The 'meltdown' has resulted in a slow down in the pace of the economy and the initial reviews reflects marginally lower revenue for Casual but Member Sales remains intact. However with the latest 'stimulant' package from the Federal Government, experts are of the view that it is likely to stabilise the economy and hopefully avoid a recession.

In view of this, it is unlikely that the impact on Mindarie Regional Council sales (and the Member Council sales) would be significant at this stage. However, the end of the year review would reflect the impact of the slowdown.

Pre-Operating Expenses

Under the terms of the RRF Agreement an amount of \$2.093million is required to be made to BioVision2020 Pty Ltd around May 2009 as part of the negotiation for a lower gate fee going forward. This has been in-built into the forward estimates for the Gate Fees Model and the re-coup from Member Councils will be received in 2009/10.

As it is a pre-operating expense, this will be paid from the accumulated surplus fund and treated as a pre-operating expense and expensed off in 2009/10 to match the RRF revenue receivable from Member Councils in relation to this expense as part of the gate fees chargeable in 2009/10 which is expected to be \$127/tonne for Processable waste and \$61/tonne for Non-processable waste.

The opening ceremony expenses of approximately \$30,000 will be treated similarly.

Staffing

A review of Finance and Business Services was conducted recently to take into account the RRF Facility coming on-stream in April/July 2009 and Balcatta Household Hazardous Waste Facility as well as the re-structuring of certain responsibilities pertaining to the Weighbridge and associated activities as a result of the upgraded Wasteman 2G implementation.

The Review revealed the requirement for an additional staff to assist in the following.

- A. Additional activities arising from transfer of activities from operations in relation to weighbridge operations following the implementation of upgraded Wasteman 2G so as to ensure a more efficient and effective operations as well as improved internal controls relating to the Administration of the Wasteman System by Finance and Business Services.
 - Liaison of the weighbridge operations with operations and Member Councils which includes amongst others vehicle authorisations, attending to Customer Errors/Mistakes on the newly introduced Driver Control Stations and Wasteman System and Customer enquiries.
 - Increased activities relating to Customer enquiries, Weekly Invoicing and Receipting.
 - Fuel Inventory Recording and Control

- Underpayment administration
- 'Driveaways' administration
- B. New activities relating to:
 - RRF commencing operations in April/July 2009
 - Balcatta Household Hazardous Waste Facility

There will be minimal impact on 2008/09 as it will be funded from the existing financial resources. However, the full impact for 2009/10 would be \$67,000.

TECHNICAL WORKING GROUP - 20 FEBRUARY 2009

Nil.

RECOMMENDATION

That Council:

- (i) note the results of the mid-year review in relation to the review of revenue which highlights increased gross revenue of approximately \$0.59m and net increase in surplus of \$0.39m (after taking into account the budget allocation for expenditure associated with the Zero Waste Plan) refer (ii) below
- (ii) note that overall expenditure, in the main, is well within budget with the exception of the allocation of \$0.2m required for Zero Waste Plan
- (iii) approve the increase/(decrease) in estimates for revenue as follows:

(a)	Casual Tipping Revenue (City of South Pe	rth)	\$0.5m
(b)	Interest Income		\$0.1m
(c)	Gas Power Generation Sales		\$0.10 m
(d)	Recycling Income		\$(0.11m)
	Net	Increase	\$0.59m

Item Revenue	Description	Adopted Budget 2008/09 \$	Proposed Revised Estimates 2008/09	Variance Increase/ (Decrease) \$
User Charges	Casual Tipping Fees (City of South Perth)	279,500	779,500	500,000
Service Charges	Gas Power Generation Sales	350,000	450,000	100,000
Interest Earnings	Interest Income	544,100	644,100	100,000
Service Charges	Recycling Income	350,000	240,000	(110,000)
	Total			590,000

- (iv) approve the increase/(decrease) in budget allocation of the following expenditure items
 - (a) Decrease in Plant and Equipment Operating \$(224,000) & Hire Cost
 - (b) Decrease in Communication & Public Consultation \$(2,000)

(c)	Increase in Office Expenses	\$2,000
(d)	Increase in Landfill Expenses	\$96,000
(e)	Increase in Employee Provisions	\$68,000
(f)	Increase in Information Systems Expenses	\$60,000

Item Expenses	Description	Adopted Budget 2008/09 \$	Proposed Revised Estimates 2008/09	Variance Increase/ (Decrease) \$
Materials and Contracts	Plant and Equipment Operating & Hire	1,191,800	967,800	(224,000)
Materials and Contracts	Communication and Public Consultation	663,600	661,600	(2,000)
Materials and Contracts	Landfill Expenses	784,000	880,000	96,000
Materials and Contracts	Employee Expenses	3,746,540	3,806,540	68,000
Materials and Contracts	Office Expenses	326,850	328,850	2,000
Materials and Contracts	Information Systems	314,800	374,800	60,000
	Net Savings			Nil

- (v) approve a budget allocation of \$200,000 for Zero Waste Plan from the grants received/receivable from the Department of Environment and Conservation to 30 June 2009
- (vi) approve the payment of \$2.093million in relation to the RRF in 2008/09 from the accumulated surplus funds as an pre-operating expense to be expensed in 2009/10 against the reimbursement receivable from Member Councils as part of the Gate Fees for 2009/10
- (vii) note the net savings of \$164,000 on the capital expenditure program and approve the reallocation of funding on the following projects

Savings

•	Sheet Metal Bending Machine	\$31,000
•	Hook Lift Bin Truck	\$66,000
•	Welder's Vehicle	\$28,000
•	Forklift 2.5 Tonne	\$5,000
•	3 x Dust Monitoring Stations	\$20,000
•	Education Centre - Building	\$5,000
•	Toilet Facilities – House, Recycling & Transfer Station	\$43,000
		\$198,000

<u>Less</u>

Reallocation of Budget

•	Extension of Administration Block	\$25,000
•	Education Centre - Replacement of Pergola	\$5,000
•	2 x Portable Water Cannons	\$1,000
•	Computer Equipment – 2 x Gate Control Units	\$3,000
	Net Savings	\$164,000

Item 2 of Ordinary Council Meeting Agenda

- (viii) note the additional funding of \$1.443million required for the RRF project at
 - (ix) note for Planning Purposes that the Gate Fees for 2009/10 will be \$127/tonne (ex GST) for Processable Waste and \$61/tonne (ex GST) for Non-Processable Waste
 - (x) approve the additional finance position to be funded in the first instance from existing financial resources for this financial year and thereafter from additional funding allocation effective July 2009

ATTACHMENT ONE

TO ITEM 3

TECHNICAL WORKING GROUP

20 FEBRUARY 2009

FINANCIAL STATEMENT AS AT 31 DECEMBER 2008



MANAGEMENT FINANCIAL STATEMENTS

FOR THE MONTH ENDED 31 DECEMBER 08

Mindarie Regional Council INCOME STATEMENT BY NATURE AND TYPE For the month ended 31 December 2008

	Adopted	Revised					
Description	Budget	Budget	YTD Budget	YTD Actual	\$ Variance	% Variance	No
Revenue form Ordinary Activities							
User Charges							
User Charges - City of Perth	983,800	983,800	491,900	403,559			
User Charges - City of Waneroo	4,136,900	4,136,900	2,068,450	2,103,678			
User Charges - City of Joondalup	3,580,200	3,580,200	1,790,100	1,707,530			
User Charges - City of Stirling	4,942,300	4,942,300	2,471,150	2,773,421			
User Charges - Town of Cambridge	710,900	710,900	355,450	293,800			
User Charges - Town of Vincent	759,300	759,300	379,650	400,373			
User Charges - Town of Victoria Park	782,200	782,200	391,100	368,737			
Total Member User Charges	15,895,600	15,895,600	7,947,800	8,051,097	103,297	1.30%	
User Charges - City of South Perth	279,500	279,500	139,750	515,523	375,773	268.89%	
User Charges - Casual Tipping Fees	3,636,400	3,636,400	1,818,200	2,340,925	522,725	28.75%	
Total User Charges	19,811,500	19,811,500	9,905,750	10,907,545	1,001,795	10.11%	
Service Charges							
Sale of Recyclable Materials	350,000	350,000	175,000	161,286	(13,714)	-7.84%	
Gas Power Generation Sales	450,000	450,000	225,000	398,036	173,036	76.91%	
Grants & Subsidies	73,000	73,000	0	20,327	20,327		
Contributions, Reimbursments & Donations	220,400	220,400	112,671	132,825	20,154	17.89%	
Interest Earnings	544,100	544,100	272,050	411,588	139,538	51.29%	
Other Revenue	10,200	10,200	5,100	3,494	(1,606)	-31.49%	
	21,459,200	21,459,200	10,695,571	12,035,101	1,339,530	12.52%	
Expenses from Ordinary Activities							
Employee Costs	3,746,540	3,746,540	1,879,780	1,745,797	133,983	7.13%	
Materials and Contracts							
Consultants and Contract Labour	581,500	581,500	290,750	213,113	77,637	26.70%	
Communications and Public Consultation	663,600	663,600	324,150	279,272	44,878	13.84%	
Landfill Expenses	784,000	784,000	463,600	401,779	61,821	13.34%	
Office Expenses	326,850	326,850	166,454	161,415	5,039	3.03%	
Information Systems	314,800	314,800	213,798	235,906	(22,108)	-10.34%	1
Building Maintenance	82,900	82,900	41,450	39,356	2,094	5.05%	
Plant and Equipment Operating and Hire	1,191,800	1,191,800	583,400	405,784	177,616	30.44%	
Utilities	101,600	101,600	50,800	52,236	(1,436)	-2.83%	
Depreciation	1,196,777	1,196,777	598,389	411,580	186,809	31.22%	
Borrowing Cost Expenses	1,506,400	1,506,400	753,200	706,495	46,705	6.20%	
Insurance	127,900	127,900	63,950	58,113	5,837	9.13%	
DEP Landfill Levy	2,469,800	2,469,800	1,234,900	1,235,477	(577)	-0.05%	
Land Lease/Rental	600,000	600,000	300,000	274,365	25,635	8.55%	
Other Expenditure							
Member Costs	101,200	151,500	75,750	63,543	12,207	16.11%	
Administration	151,000	151,000	82,171	88,390	(6,219)	-7.57%	
Amortisation (LandFill)	4,837,500	4,837,500	2,418,750	2,418,750	Ó	0.00%	
	18,784,167	18,834,467	9,541,291	8,791,372	749,919	7.86%	
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	Ò	0.00%	
	7,948	7,948	7,948	7,000	(948)	0.00%	
Changes in Net Assets Resulting from Operations	2.682.981	2.632.681	1.162.228	3.250.729	2.088.501	179.70%	

NOTES FOR VARIATIONS - INCOME STATEMENT BY NATURE AND TYPE

Note # Description of Item Nature of Variance where actual is 10% and \$5,000 from YTD Budget

1 Information Systems

The higher cost is associated with the implementation of Wasteman System and Interface to Navision System as well as the Electronic Time sheet System. An additional allocation has been requested in the mid-year review.

Mindarie Regional Council INCOME STATEMENT BY DEPARTMENT

For the month ended 31 December 2008

Description	Adopted Budget	Revised Budget	YTD Budget	YTD Actual	\$ Variance	% Variance
Revenues from Ordinary Activities						
Operating Revenues						
Community Ammenties	21,459,200	21,459,200	10,695,571	12,035,101	1,339,530	12.52%
Total Operating Revenues	21,459,200	21,459,200	10,695,571	12,035,101	1,339,530	12.52%
Profit on Disposal of Assets						
Community Ammenties	7,948	7,948	7,948	7,000	(948)	
Total Profit (Loss) on Disposal of Assets	7,948	7,948	7,948	7,000	(948)	
Expenses from Ordinary Activities						
Operating Expenses						
Governance	101,200	151,500	75,750	63,893	11,857	15.65%
Community Ammenties	15,984,767	15,984,767	8,128,941	7,457,981	670,961	8.25%
Other Property and Sevices	1,191,800	1,191,800	583,400	563,003	20,397	3.50%
Total Operating Expenses	17,277,767	17,328,067	8,788,091	8,084,877	703,215	8.00%
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	753,200	706.495	46,705	6.20%
Total Borrowing Costs Expense	1,506,400	1,506,400	753,200	706,495	46,705	6.20%
NET RESULT	2,682,981	2,632,681	1,162,228	3,250,729	2,088,501	179.70%
HEI KLOOLI	2,002,301	2,032,001	1,102,220	3,230,129	£,000,30 i	113.10/0

Mindarie Regional Council

Balance Sheet

For the month ended 31 December 2008

	ACTUAL		ACTUAL	
Description	2008/2009	Movement	2007/2008	Note
CURRENT ASSETS				
Cash	341,441	(2,639,884)	2,981,325	
Investments	12,023,488	2,561,710	9,461,778	
Debtors	3,111,530	762,647	2,348,883	
Stock	67,161	51,290	15,871	
Prepayments	255,347	(1,681)	257,028	
Other Current Assets	224,568	(88,241)	312,809	
TOTAL CURRENT ASSETS	16,023,535	645,841	15,377,694	
NON-CURRENT ASSETS				
	2 665 905	7.670	0.650.407	
Land	2,665,805	7,678	2,658,127	
Buildings & Improvements	1,787,676	498,637	1,289,039	
Furniture & Equipment	319,333	96,248	223,085	
Plant & Equipment	2,552,054	113,087	2,438,967	
Infrastructure - Other	497,235	(10,348)	507,583	
Infrastructure - Excavation	12,669,577	(2,418,750)	15,088,327	
Infrastructure - Rehabilitation	2,832,719	0	2,832,719	
Work In Progress - Excavation	5,010,883	1,659,017	3,351,866	
Work In Progress - RRF	6,031,139	408,266	5,622,873	
TOTAL NON-CURRENT ASSETS	34,366,420	353,834	34,012,586	
TOTAL ASSETS	50,389,955	999,675	49,390,280	
CURRENT LIABILITIES				
Creditors	928,284	(1 1EG EGA)	2,084,848	
Provisions	444,306	(1,156,564) 18,673	425,633	
Loans Leases Overdrafts	1,048,861	(1,257,345)	2,306,206	
Accruals	881,983	77,108	804,875	
Other Current Liabilities	001,903	77,108	004,675	
TOTAL CURRENT LIABILITIES	3,303,434	(2,318,128)	5,621,562	
TOTAL GORRENT LIABILITIES	3,303,434	(2,310,120)	3,021,302	
NON CURRENT LIABILITIES				
Loans Leases Overdrafts	18,872,976	0	18,872,976	
Other Non Current Liabilities	4,623,340	24,006	4,599,334	
TOTAL NON CURRENT LIABILITIES	23,496,317	24,007	23,472,310	
TOTAL LIABILITIES	26,799,750	(2,294,122)	29,093,872	
NET ASSETS	23,590,205	2 202 707	20,296,408	
NEI AGGETG	23,390,203	3,293,797	20,290,400	
EQUITY				
Retained Surplus	21,441,363	3,250,729	18,190,634	
Reserves	137,999	0	137,999	
Council Contribution	2,010,843	43,068	1,967,775	
TOTAL EQUITY	23,590,205	3,293,797	20,296,408	

INFORMATION ON BORROWINGS

(a) Loan Repayments

Actual						Principal Repayments	Principal Outstanding	Interest Repayments	
	Value of Loan Approved	Matures	Interest	Principal 01/07/2008	Principal Drawn Down to 31/12/2008	Actual to 31/12/2008	Actual to 31/12/2008	Actual to 31/12/2008	
Community Amenities Tamala Park Landfill	-								
Loan 8 - Building Upgrade	000'099	May-14	6.45%	438,424	0	30,747	407,676	13,582	
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	2.98%	12,916,649	0	833,339	12,083,310	375,254	
Regional Resource Recovery Facility									
Loan 11 - RRF Land Purchase	3,500,000	May-25	5.97%	2,117,951	0	86,105	2,031,846	62,360	
Loan 10 - RRF Infrastructure	2,000,000	Mar-25	6.16%	1,830,682	0	31,676	1,799,006	56,254	
Loan 10b - RRF Infrastructure (Interest Only)	2,600,000		Variable	2,600,000	0	0	2,600,000	92,170	
Loan 10c - RRF Infrastructure (Interest Only)	4,000,000		Variable	1,000,000	0	0	1,000,000	68,365	
TOTAL	29,750,000			21,179,182	0	1,257,344	19,921,838	671,912	
Facility Fee								34,583	
Total Borrowing Costs	Costs							706.495	

Note: Loan 10b - \$2,600,000 has a variable rate of 5.01% for the month of December 2008 Loan 10c - \$1,000,000 has a variable rate of 4.35% for the month of December 2008

ATTACHMENT TWO

TO ITEM 3

TECHNICAL WORKING GROUP

20EBRUARY 2009

SUMMARY OF THE CAPITAL EXPENDITURE AS AT 31 DECEMBER 2008

MINDARIE REGIONAL COUNCIL

STATEMENT OF INVESTING ACTIVITIESFor the month ended 31 December 2008

Description	Adopted Budge	Revised Budget	YTD Actual	% to Revised Budget
PLANT AND VEHICLES				
Plant and Vehicles	1 500 000	1 500 000	0.000	0.669/
Land Compactor Forklift 2.5 Tonne	1,500,000	1,500,000 35,000	9,908	0.66% 84.29%
Welder's Vehicle	35,000 28,000	28,000	29,500 0	04.29%
Hook Lift Bin Truck (second bin truck)	256,000	256,000 256,000	187,427	73.21%
HOOK LIII BIII HUCK (Second BIII tiuck)	1,819,000	1,819,000	226,835	12.47%
Machinery and Equipment	1,013,000	1,019,000	220,033	12.47 /0
3x Fire Hose Reels to Recycling Centre	3,500	3,500	0	
Upgrade Washdown Bay Bore Pump	10,200	10,200	0	
3x Dust Monitoring Stations	73,000	73,000	52,468	71.87%
Radiation Monitoring Station	40,000	40,000	1,041	2.60%
Sheet Metal Bending Machine	36,000	36,000	0	
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	2,300	0	
PA System - Recycling Centre	1,000	1,000	960	96.00%
Generator Upgrade	100,000	100,000	95,750	95.75%
· ·	287,100	287,100	160,507	55.91%
TOTAL PLANT AND VEHICLES	2,106,100	2,106,100	387,342	18.39%
TOTAL PLANT AND VEHICLES FURNITURE AND EQUIPMENTS	2,106,100	2,106,100	387,342	18.39%
	2,106,100	2,106,100	387,342	18.39%
FURNITURE AND EQUIPMENTS	2,106,100 2,000	2,106,100 2,000	387,342 1,097	18.39% 54.86%
FURNITURE AND EQUIPMENTS Computer Equipment				
FURNITURE AND EQUIPMENTS Computer Equipment Replacement of Sapphire - HR/Payroll	2,000	2,000	1,097	54.86%
FURNITURE AND EQUIPMENTS Computer Equipment Replacement of Sapphire - HR/Payroll Replacement of Tourmaline - Mgr Finance	2,000 6,000	2,000 6,000	1,097 3,653	54.86% 60.88%
FURNITURE AND EQUIPMENTS Computer Equipment Replacement of Sapphire - HR/Payroll Replacement of Tourmaline - Mgr Finance Replacement of Chrysoberyl - Records	2,000 6,000 2,000	2,000 6,000 2,000	1,097 3,653 1,097	54.86% 60.88% 54.86%
FURNITURE AND EQUIPMENTS Computer Equipment Replacement of Sapphire - HR/Payroll Replacement of Tourmaline - Mgr Finance Replacement of Chrysoberyl - Records Replacement of Corundum - OHS	2,000 6,000 2,000 2,000	2,000 6,000 2,000 2,000	1,097 3,653 1,097 1,097	54.86% 60.88% 54.86%
FURNITURE AND EQUIPMENTS Computer Equipment Replacement of Sapphire - HR/Payroll Replacement of Tourmaline - Mgr Finance Replacement of Chrysoberyl - Records Replacement of Corundum - OHS Replacement of Kyanite - Governance	2,000 6,000 2,000 2,000 2,000	2,000 6,000 2,000 2,000 2,000	1,097 3,653 1,097 1,097	54.86% 60.88% 54.86%
FURNITURE AND EQUIPMENTS Computer Equipment Replacement of Sapphire - HR/Payroll Replacement of Tourmaline - Mgr Finance Replacement of Chrysoberyl - Records Replacement of Corundum - OHS Replacement of Kyanite - Governance Purchase of new PC - Finance	2,000 6,000 2,000 2,000 2,000 2,000	2,000 6,000 2,000 2,000 2,000 2,000	1,097 3,653 1,097 1,097 0	54.86% 60.88% 54.86% 54.86%
FURNITURE AND EQUIPMENTS Computer Equipment Replacement of Sapphire - HR/Payroll Replacement of Tourmaline - Mgr Finance Replacement of Chrysoberyl - Records Replacement of Corundum - OHS Replacement of Kyanite - Governance Purchase of new PC - Finance Replace Printers and Computing Equipments	2,000 6,000 2,000 2,000 2,000 2,000 20,000	2,000 6,000 2,000 2,000 2,000 2,000 20,000	1,097 3,653 1,097 1,097 0 0	54.86% 60.88% 54.86% 54.86%
FURNITURE AND EQUIPMENTS Computer Equipment Replacement of Sapphire - HR/Payroll Replacement of Tourmaline - Mgr Finance Replacement of Chrysoberyl - Records Replacement of Corundum - OHS Replacement of Kyanite - Governance Purchase of new PC - Finance Replace Printers and Computing Equipments 2x Gate Control Units	2,000 6,000 2,000 2,000 2,000 2,000 20,000 25,000	2,000 6,000 2,000 2,000 2,000 2,000 20,000 25,000	1,097 3,653 1,097 1,097 0 0 11,217 27,800	54.86% 60.88% 54.86% 54.86%
FURNITURE AND EQUIPMENTS Computer Equipment Replacement of Sapphire - HR/Payroll Replacement of Tourmaline - Mgr Finance Replacement of Chrysoberyl - Records Replacement of Corundum - OHS Replacement of Kyanite - Governance Purchase of new PC - Finance Replace Printers and Computing Equipments 2x Gate Control Units Surveillance and Boom Gate, Etc	2,000 6,000 2,000 2,000 2,000 20,000 25,000 15,000	2,000 6,000 2,000 2,000 2,000 2,000 20,000 25,000 15,000	1,097 3,653 1,097 1,097 0 0 11,217 27,800 0	54.86% 60.88% 54.86% 54.86% 56.09% 111.20%
FURNITURE AND EQUIPMENTS Computer Equipment Replacement of Sapphire - HR/Payroll Replacement of Tourmaline - Mgr Finance Replacement of Chrysoberyl - Records Replacement of Corundum - OHS Replacement of Kyanite - Governance Purchase of new PC - Finance Replace Printers and Computing Equipments 2x Gate Control Units Surveillance and Boom Gate, Etc Mobile PDA and Touchscreen	2,000 6,000 2,000 2,000 2,000 20,000 25,000 15,000	2,000 6,000 2,000 2,000 2,000 2,000 20,000 25,000 15,000	1,097 3,653 1,097 1,097 0 0 11,217 27,800 0 6,900	54.86% 60.88% 54.86% 54.86% 56.09% 111.20%
FURNITURE AND EQUIPMENTS Computer Equipment Replacement of Sapphire - HR/Payroll Replacement of Tourmaline - Mgr Finance Replacement of Chrysoberyl - Records Replacement of Corundum - OHS Replacement of Kyanite - Governance Purchase of new PC - Finance Replace Printers and Computing Equipments 2x Gate Control Units Surveillance and Boom Gate, Etc Mobile PDA and Touchscreen	2,000 6,000 2,000 2,000 2,000 20,000 25,000 15,000 10,000	2,000 6,000 2,000 2,000 2,000 2,000 20,000 25,000 15,000 10,000	1,097 3,653 1,097 1,097 0 0 11,217 27,800 0 6,900	54.86% 60.88% 54.86% 54.86% 56.09% 111.20% 69.00% 61.47%
FURNITURE AND EQUIPMENTS Computer Equipment Replacement of Sapphire - HR/Payroll Replacement of Tourmaline - Mgr Finance Replacement of Chrysoberyl - Records Replacement of Corundum - OHS Replacement of Kyanite - Governance Purchase of new PC - Finance Replace Printers and Computing Equipments 2x Gate Control Units Surveillance and Boom Gate, Etc Mobile PDA and Touchscreen	2,000 6,000 2,000 2,000 2,000 20,000 25,000 15,000	2,000 6,000 2,000 2,000 2,000 2,000 20,000 25,000 15,000	1,097 3,653 1,097 1,097 0 0 11,217 27,800 0 6,900	54.86% 60.88% 54.86% 54.86% 56.09% 111.20%
FURNITURE AND EQUIPMENTS Computer Equipment Replacement of Sapphire - HR/Payroll Replacement of Tourmaline - Mgr Finance Replacement of Chrysoberyl - Records Replacement of Corundum - OHS Replacement of Kyanite - Governance Purchase of new PC - Finance Replace Printers and Computing Equipments 2x Gate Control Units Surveillance and Boom Gate, Etc Mobile PDA and Touchscreen	2,000 6,000 2,000 2,000 2,000 20,000 25,000 15,000 10,000	2,000 6,000 2,000 2,000 2,000 2,000 20,000 25,000 15,000 10,000	1,097 3,653 1,097 1,097 0 0 11,217 27,800 0 6,900	54.86% 60.88% 54.86% 54.86% 56.09% 111.20% 69.00% 61.47%
FURNITURE AND EQUIPMENTS Computer Equipment Replacement of Sapphire - HR/Payroll Replacement of Tourmaline - Mgr Finance Replacement of Chrysoberyl - Records Replacement of Corundum - OHS Replacement of Kyanite - Governance Purchase of new PC - Finance Replace Printers and Computing Equipments 2x Gate Control Units Surveillance and Boom Gate, Etc Mobile PDA and Touchscreen Office Furniture and Equipment New Furniture and Fittings - Admin Building TOTAL PLANT AND VEHICLES LAND AND BUILDINGS	2,000 6,000 2,000 2,000 2,000 20,000 25,000 15,000 10,000 86,000	2,000 6,000 2,000 2,000 2,000 2,000 20,000 25,000 15,000 10,000 86,000	1,097 3,653 1,097 1,097 0 0 11,217 27,800 0 6,900 52,862	54.86% 60.88% 54.86% 54.86% 56.09% 111.20% 69.00% 61.47%
FURNITURE AND EQUIPMENTS Computer Equipment Replacement of Sapphire - HR/Payroll Replacement of Tourmaline - Mgr Finance Replacement of Chrysoberyl - Records Replacement of Corundum - OHS Replacement of Kyanite - Governance Purchase of new PC - Finance Replace Printers and Computing Equipments 2x Gate Control Units Surveillance and Boom Gate, Etc Mobile PDA and Touchscreen Office Furniture and Equipment New Furniture and Fittings - Admin Building TOTAL PLANT AND VEHICLES LAND AND BUILDINGS Land	2,000 6,000 2,000 2,000 2,000 20,000 25,000 15,000 10,000 86,000	2,000 6,000 2,000 2,000 2,000 2,000 25,000 15,000 10,000 86,000	1,097 3,653 1,097 1,097 0 0 11,217 27,800 0 6,900 52,862 72,026	54.86% 60.88% 54.86% 54.86% 56.09% 111.20% 69.00% 61.47%
FURNITURE AND EQUIPMENTS Computer Equipment Replacement of Sapphire - HR/Payroll Replacement of Tourmaline - Mgr Finance Replacement of Chrysoberyl - Records Replacement of Corundum - OHS Replacement of Kyanite - Governance Purchase of new PC - Finance Replace Printers and Computing Equipments 2x Gate Control Units Surveillance and Boom Gate, Etc Mobile PDA and Touchscreen Office Furniture and Equipment New Furniture and Fittings - Admin Building TOTAL PLANT AND VEHICLES LAND AND BUILDINGS	2,000 6,000 2,000 2,000 2,000 20,000 25,000 15,000 10,000 86,000	2,000 6,000 2,000 2,000 2,000 2,000 20,000 25,000 15,000 10,000 86,000	1,097 3,653 1,097 1,097 0 0 11,217 27,800 0 6,900 52,862	54.86% 60.88% 54.86% 54.86% 56.09% 111.20% 69.00% 61.47%

MINDARIE REGIONAL COUNCIL

STATEMENT OF INVESTING ACTIVITIES For the month ended 31 December 2008

Description	Adopted Budget	Revised Budget	YTD Actual	% to Revised Budget
BUILDING Building				
Toilet Facilities-House, Recycling & Transfer Stn	43,000	43,000	0	
Replacement of Pergola	11,200	11,200	0	
Education Centre Building	21,000	21,000	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	405,000	405,000	100.00%
Recycling Centre and Transfer Station Upgrade	209,000	209,000	170,223	81.45%
recogning control and Transfer Station Opgrade	821,200	821,200	575,223	70.05%
TOTAL LAND AND BUILDINGS	13,121,200	13,121,200	582,901	4.44%
INFRASTRUCTURE Operations				
Boundary Fence	8,400	8,400	8,450	100.60%
Installation of Barrier Fencing	15,200	15,200	13,300	87.50%
motaliation of Barrier Fertoling	23,600	23,600	21,750	92.16%
Resource Recovey Facility				
Legal Fees	50,000	50,000	62,127	
Financial and Probity Fees	20,000	20,000	0	
Insurance Review	10,000	10,000	0	
Superintendent and Management Fees	120,000	120,000	2,160	
Community Consultation	28,000	28,000	11,036	
Project Manager	42,000	42,000	31,513	
Site Infrastructures	1,330,000	1,330,000	301,430	
	1,600,000	1,600,000	408,266	25.52%
LANDFILL EXCAVATIONS				
Excavation - Phase 3 Stage 2				
Superintendent Fees	90,000	90,000	0	
Design	90,000	90,000	12,118	
Excavation	7,000,000	7,000,000	1,582,939	
MRC Project Manager	50,000	50,000	6,688	
Siteworks, Survey Etc	20,000	20,000	4,145	
	7,250,000	7,250,000	1,605,889	22.15%
Stage1 to Stage2 Tie-in				
Construction and Lining	1,850,000	1,850,000	10,513	
Superintendent Fees	60,000	60,000	32,998	
Design	60,000	60,000	0	
MRC Project Manager	20,000	20,000	5,992	
Siteworks, Survey Etc	10,000	10,000	3,625	0.000/
	2,000,000	2,000,000	53,128	2.66%
TOTAL LANDFILL EXCAVATIONS	9,250,000	9,250,000	1,659,017	17.94%

ITEM 4. SUPPLY AND DELIVERY OF A LANDFILL COMPACTOR WITH A MINIMUM 50 TONNE CAPACITY WITH OR WITHOUT THE TRADE-IN OF AN EXISTING LANDFILL COMPACTOR OR FOR THE OUTRIGHT PURCHASE OF THE EXISTING LANDFILL COMPACTOR – TENDER

13/96

Tender No: 13/96

File No: COP/2-02

Attachment(s): 1. Tender No. 13/96 Tender Assessment Report

Author: Mike Tolson

BACKGROUND

Council has previously approved funds for the replacement of quantity one landfill compactor, within the context of Budget 08/09.

The administration has reviewed the Mindarie Regional Council (MRC) landfill compaction capability with due respect to the following key factors:

- The performance of existing compaction equipment given the current nature of the waste composition delivered to Tamala Park
- The characteristics of waste composition post introduction of RRF (July 2009), and the effect of this composition on compaction capability

Key points to note regarding waste composition are as follows:

- Current waste composition is approximately 50/50 between MSW (Municipal Solid Waste) and non MSW (C&I waste).
- Processing of 100,000 tonnes of MSW per annum at RRF, coming July 2009, will
 result in the majority of waste processed at landfill being non MSW a significant
 change from the existing situation.

The conclusion from this review is that the most appropriate mix of landfill compaction equipment, in order to optimally deal with the changing waste composition, is as follows:

- Drum type machine e.g.: Tana
- Wheeled type machine e.g.: CAT, BOMAG

This mix of equipment is a significant departure from the previous practice of 'equipment mix based on preferred tender, regardless of type'.

The key advantages of this revised mix are as follows:

- Improved compaction outcomes
- improved operating conditions for customer vehicles due to improved surface
- Likely reduced possibility of breakdown and, associated, repair cost, via waste entanglement in equipment.

 Improved productivity on basis of improved compatibility of compaction equipment and waste composition

The outcome from this analysis is that the administration has tendered for a FOUR WHEELED compactor; given the most recent purchase was a drum compactor.

DETAIL

Tender Organisation

A public tender advertised an invitation, via The Western Australian on 14 January 2009 for suppliers to tender. Three suppliers responded to the request for tender 13/96:

- 1. GCM Enviro Pty Ltd offered a Al-Jon 600 \$1,699,500,
- 2. BT Equipment Pty Ltd offered a Bomag BC 1172RB-2 \$1,485,000, and
- 3. Westrac Pty Ltd offered a Caterpillar 836H \$1,438,459.

Tender Assessment

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

The report for this tender was prepared by Mr Mike Field of WW Consulting Pty Ltd and is shown at attachment one to this report.

The offer of the Al-Jon 600 from CGM Enviro Pty Ltd was not considered as costing information requested in the tender documents was not provided. At present there is no Al -Jon Landfill Compactors operating in Australia.

OTHER FACTORS

Defects and Liability

The standard defects and liability periods offered by the suppliers reflect their confidence in their equipment. The table below indicates the standard and optional warranties offered.

COMPANY	BT Equipment	WesTrac
Manufacturer	BOMAG	CAT
Model	BC 1172RB-2	836H
Warranty Offered	12 Months or	12 Months plus
	1000 hrs including all parts	36 Months or 6000 hrs Power
	and labour	Train & Hydraulics
Optional Warranty	60 Months or	60 Months or 8000 hrs
	10,000hrs for	Power train
	Extended Power Train	& Hydraulics
Optional Warranty		
Cost (GST Inc.)	\$93,038	\$61,012

It is recommended that MRC take up the offer of the optional warranty to defray future costs.

Time for Delivery

MRC specified that the suppliers commit to firm delivery timelines as the non-availability of compactors would have a major and unacceptable effect on the tip face operations at Tamala Park. Delivery times for the equipment submitted were Bomag 16-24 weeks and Caterpillar 22 – 24 weeks. The periods indicated are subject from the date the order is placed.

Whole of Life

The whole of life costs estimates to 10,000 hours are excluding cost of fuel.

COMPANY	BT Equipment	WesTrac
Manufacturer	BOMAG	CAT
Model	BC 1172RB-2	836H
Purchase Price	\$1,485,000	\$1,438,459
Additional Warranty	\$ 93,038	\$ 61,012
Service/Maintenance	\$ 59,400	\$ 263,656
TOTAL	\$1,637,438	\$1,763,127
Less Trade in Offer	\$ 143,000	\$ 55,000
WOL Cost (est.)	\$1,494,438	\$1,708,127

ANALYSIS

The equipment offered meet the technical specification to perform the tasks and functions required to be conducted by Mindarie Regional Council.

Caterpillar and Bomag are world renowned and QA accredited. Each have a substantial number of compactors in Australia and have the experience and capacity to successfully undertake and service the contract.

The Tender acceptance decision should therefore be primarily based on the Whole of Life financial considerations and the lower cost with a saving of \$213,689 on GST inclusive costs represent the best "Value for Money' result for Mindarie Regional Council.

Comment

By comparison the maintenance costs of the Bomag BC 1172RB-2 are appreciably lower and BT Equipment has committed to store critical parts in Western Australia and major driveline components in Melbourne as part of their backup support plan. The fuel figures supplied by Bomag potentially offers significant savings in the MRC fuel budget over the life of the compactor by comparison to the Cat 836H.

STATUTORY ENVIRONMENT

Not applicable

POLICY IMPLICATIONS

Not applicable

FINANCIAL IMPLICATIONS

A provision of \$1,500,000.00 exists within the context of Budget 2008/2009, purchase of the Bomag BC 1172RB-2 as recommended will deliver a budget saving of \$64,962.00. Consultant fees incurred for this tender were \$5,500.00.

STRATEGIC IMPLICATIONS

Nil

TECHNICAL WORKING GROUP - 20 FEBRUARY 2009

Nil.

RECOMMENDATION

That Council accept the tender offer from BT Equipment Pty Ltd for the Supply and Delivery of a new Bomag BC 1172RB-2 at a cost \$1,485,000.00 (GST inclusive). Plus a cost of \$93,038 for the Extended Warranty minus \$143,000.00 (GST inclusive) for the Trade-in of the existing MRC Tana 400 giving a purchase price \$1,435,038.00.

ATTACHMENT ONE

TO ITEM 4

TECHNICAL WORKING GROUP

20 February 2009

TENDER NO. 13/96 TENDER ASSESSMENT REPORT

Mindarie Regional Council Tender Assessment

Tender No. 13/96 for the Supply and Delivery of a 4 (Four) Wheeled Landfill Compactor with a Tier 3 Emission Engine and with a Minimum Operating Weight of 50,000Kg with or without the Trade-in of an existing Landfill Compactor or for the Outright Purchase of the existing Landfill Compactor

TENDER RECOMMENDATION FOR

TENDER No. 13/96

SUPPLY AND DELIVERY OF A 4 (FOUR) WHEELED LANDFILL COMPACTOR WITH A TIER 3 EMISSION ENGINE AND WITH A MINIMUM OPERATING WEIGHT OF 50,000Kg WITH OR WITHOUT THE TRADE-IN OF AN EXISTING LANDFILL COMPACTOR OR FOR THE OUTRIGHT PURCHASE OF THE EXISTING LANDFILL COMPACTOR

TENDER ASSESSMENT REPORT

Prepared for: Mindarie Regional Council

Prepared by: WW Consulting Pty Ltd 37 Blackwood Parade Dudley Park WA 6240 ABN 57 102 646 882

Mindarie Regional Council Tender Assessment

Tender No. 13/96 for the Supply and Delivery of a 4 (Four) Wheeled Landfill Compactor with a Tier 3 Emission Engine and with a Minimum Operating Weight of 50,000Kg with or without the Trade-in of an existing Landfill Compactor or for the Outright Purchase of the existing Landfill Compactor

EXECUTIVE SUMMARY MRC RFT 13/96

This document details the assessment conducted for Mindarie Regional Council (MRC) Tender No. 13/96 for the Supply and Delivery of a Landfill Compactor with a with a Tier 3 Emission Engine and with a Minimum Operating Weight of 50,000Kg with or without the Trade-in of an existing TANA G400 Landfill Compactor or for the Outright Purchase of the Existing Landfill Compactor.

Tenders were advertised in the West Australian on Wednesday 14th January 2009 and closed at 12 Noon on Friday 6th February 2009.

A total of three Tenders (consisting of four Offers) were received for the Supply and Delivery with Trade-in from:

- BT Equipment Pty Ltd Offered a BOMAG BC 1172RB-2
- WesTrac CAT Pty Ltd Offered a CATERPILLAR 836H
- GCM enviro Pty Ltd 2 Offers 1. ALJON 525 2. ALJON 600

The BT Equipment and WesTrac CAT Offers were compliant and remained in the assessment process.

The Tender submitted by GCM Enviro was non-compliant in a number of areas and was removed from the assessment process.

No Tenders were received for the outright purchase only of the existing MRC TANA G400 Landfill Compactor.

The Two Offers assessed were for Landfill Compactors that Respondents indicated met the basic specified requirements for a Tier 3 Emission Engine and a Minimum Operating Weight of 50,000Kg.

The following criteria were used to provide the most operational and financial advantage assessment for MRC.

- Compliance Criteria assessed on a Yes/No basis
- Qualitative Criteria assessed on demonstrated relevant experience and the ability of the company/organisation to service the contract.
- Purchase Price and related costs including Trade-in offers.
- Other factors (e.g. Compactor Performance, Warranty, Delivery Time and Maintenance Services)
- Availability of Buy/back Trade/back

Mindarie Regional Council Tender Assessment

Tender No. 13/96 for the Supply and Delivery of a 4 (Four) Wheeled Landfill Compactor with a Tier 3 Emission Engine and with a Minimum Operating Weight of 50,000Kg with or without the Trade-in of an existing Landfill Compactor or for the Outright Purchase of the existing Landfill Compactor

Tenders were assessed and scored against weighted criteria and the assessment plus a financial analysis including estimated Whole of Life costings indicates that the BT Equipment Offer for the BOMAG BC 1172RB-2 represents the best value for money benefits to MRC.

In addition, landfill site and machinery inspections and enquiries indicate that the BOMAG BC 1172RB-2 is capable of meeting the operational requirements of MRC at Tamala Park.

As a result, it is recommended that the Tender submitted by BT Equipment for the Supply and Delivery of a New Bomag BC1172RB-2 Landfill Compactor at a (GST Inc.) price of \$1,485,000 plus \$93,038 (GST Inc.) for a 10,000 hour Warranty minus an amount of \$143,000 (GST Inc.) for Trade-in of the existing MRC TANA G400, giving a purchase price of \$1,435,038 (GST Inc.) be accepted.

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Mindarie Regional Council Tender Assessment

Tender No. 13/96 for the Supply and Delivery of a 4 (Four) Wheeled Landfill Compactor with a Tier 3 Emission Engine and with a Minimum Operating Weight of 50,000Kg with or without the Trade-in of an existing Landfill Compactor or for the Outright Purchase of the existing Landfill Compactor

TABLE OF CONTENTS

	Page
EXECUTIVE SUMMARY	2
1. SUMMARY	5
2. ASSESSMENT	5
2.1 Equipment Requirement	5
2.2 Assessment Process	6
2.3 Assessment Criteria	6
2.4 Trade in	6
2.5 Whole of Life Costs	7
2.6 Other Factors	7
2.7 Detail of Assessment	8
2.8 Comparative Details	10
3. ANALYSIS	13
4. RECOMMENDATIONS	13

Mindarie Regional Council Tender Assessment

Tender No. 13/96 for the Supply and Delivery of a 4 (Four) Wheeled Landfill Compactor with a Tier 3 Emission Engine and with a Minimum Operating Weight of 50,000Kg with or without the Trade-in of an existing Landfill Compactor or for the Outright Purchase of the existing Landfill Compactor

1. SUMMARY

Mindarie Regional Council (MRC) advertised Request for Tender (RFT) No. 13/96 on Wednesday 14th January 2009 for the Supply and Delivery of a Landfill Compactor with a with a Tier 3 Emission Engine and with a Minimum Operating Weight of 50,000kg with or without the Trade-in of an existing Landfill Compactor or for the Outright Purchase of the Existing Landfill Compactor. Tenders were advertised in the West Australian Newspaper and closed at 12 Noon on Friday 6th February 2009.

Tenders were opened immediately following the deadline in the presence of representatives of MRC. No responding company personnel or other persons attended the Tender Opening.

Three Tenders (consisting of a total of four Offers) for Supply and delivery with Trade-in were received in response to RFT 13/96 from:

- BT Equipment Pty Ltd Offered a BOMAG BC 1172RB-2
- WesTrac Pty Ltd Offered a CATERPILLAR 836H
- GCM enviro Pty Ltd Offered 1. ALJON 525 2. ALJON 600

The BT Equipment and WesTrac CAT Offers were compliant and remained in the assessment process.

The Tender submitted by GCM Enviro was non-compliant in a number of areas and was eliminated from the assessment process.

No Tenders were received for the outright purchase only of the existing MRC TANA G400 Landfill Compactor.

2. ASSESSMENT

2.1 Equipment Requirement

Suitably constructed and operationally efficient landfill compaction equipment is an essential component of MRC operations to ensure waste can be spread and compacted within the required performance indicators. Factors affecting these requirements are:

- Whole of Life Costs (including initial purchase price)
- Operating Weight
- Compaction efficiency and performance
- Contribution to MRC productivity
- Occupational Health & Safety (OH&S)
- Operator environment and associated risk factors
- Option for Trade or Buy-Back at the end of the MRC specified equipment life

Mindarie Regional Council Tender Assessment

Tender No. 13/96 for the Supply and Delivery of a 4 (Four) Wheeled Landfill Compactor with a Tier 3 Emission Engine and with a Minimum Operating Weight of 50,000Kg with or without the Trade-in of an existing Landfill Compactor or for the Outright Purchase of the existing Landfill Compactor

To ensure that suitable Landfill Compactor equipment is obtained selection should be based on all the factors listed above rather than solely on the purchasing price.

2.2 Assessment Process

The process included assessment of the Tender Offer documents, Landfill Site visits carried out in late 2008, enquiries to Landfill operator companies/organisations and individual operators.

2.3 Assessment Criteria

The assessment was carried out using the following criteria:

2.3.1 Compliance Criteria

- a) Compliance with the Conditions of Tendering the Request
- b) A Quality Assurance requirement for the 4 Wheeled Landfill Compactor Manufacturer's QA to be internationally recognised.
- c) Compliance with the Delivery Date <u>and/or</u> with collection/availability requirements for the existing MRC Tana G400 Landfill Compactor.
- d) Compliance with and completion of Part 3 of the Request Document plus all required Attachments.
- e) Compliance with Referee requirements. Tenderers were required to list the names of the State Public Authorities or private companies currently using the Landfill Compactors offered.

These criteria were not point scored but were assessed on a Yes/No basis as to whether the criterion was satisfactorily met. An assessment of "No" against any criterion could eliminate the Tender from consideration.

Both The BT Equipment and WesTrac CAT Tenders met the Compliance Criteria requirements.

2.3.2 Qualitative Criteria

In determining the most advantageous "Value for Money" Tender, the assessment included scoring each Tender against the weighted qualitative criteria as detailed in Section 2.8.8 of this report.

2.4 Trade- In of Existing TANA G400 Landfill Compactor

An existing MRC TANA G400 Landfill Compactor was made available as a Trade-in and both companies submitted a Trade-in Offer.

Mindarie Regional Council Tender Assessment

Tender No. 13/96 for the Supply and Delivery of a 4 (Four) Wheeled Landfill Compactor with a Tier 3 Emission Engine and with a Minimum Operating Weight of 50,000Kg with or without the Trade-in of an existing Landfill Compactor or for the Outright Purchase of the existing Landfill Compactor

2.5 Whole of Life Costs

To facilitate a value for money assessment, Respondents were required to provide fuel consumption figures and cost estimates for Scheduled Services (including Parts), Oils and Lubricants plus estimates for Preventative Maintenance and Replacement Parts Costs for an operating life of 10,000 hours.

The Whole of Life (WOL) offer by BT Equipment of \$1,494,438 was the lowest WOL offer received.

2.6 Other Factors

The information used was obtained from potential suppliers, Tamala Park operational personnel and by visits to WA and other State Landfill Sites in late 2008 and also enquiries made from the owners and operators of similar equipment:

2.6.1 Occupational Safety and Health

The BOMAG BC 1172RB-2 and CATERPILLAR 836H Compactors offered were compliant with current legislation and industry standards.

Observations of Compactors operating at landfill sites indicated that the BOMAG BC 1172RB-2 has good traction and stability when moving sideways across a batter.

The BOMAG BC 1172RB-2 and CATERPILLAR 836H Compactors have good operator cabin access and met the specified visibility and reversing camera requirements?

2.6.2 Operating Weight

The RFT specified an operating weight of 50,000Kg and the offered Compactors met the requirements with specified operating weights as follows:

- CATERPILLAR 836H 53,682Kg
- BOMAG BC 1172RB-2 54,500 Kg

2.6.3 Compaction

Both compactors use four (4) drum compaction systems as specified.

Mindarie Regional Council Tender Assessment

Tender No. 13/96 for the Supply and Delivery of a 4 (Four) Wheeled Landfill Compactor with a Tier 3 Emission Engine and with a Minimum Operating Weight of 50,000Kg with or without the Trade-in of an existing Landfill Compactor or for the Outright Purchase of the existing Landfill Compactor

2.6.4 Productivity

As indicated above, the compactors offered use four drum systems. Therefore, on a single pass there is a non-compaction space between the left and right drums and under the cabin/engine. Consequently, two passes (one forward and one reverse) are required to compact an area. This is not an issue for MRC as other equipment is used in conjunction with the 4 wheeled Landfill Compactor to achieve the required compaction.

The raised ridge wheel and teeth design of the BOMAG BC 1172RB-2 was assessed as giving good waste penetration and compaction.

2.6.5 Operator Comfort & Access

Operators and maintenance staff questioned on ergonomics, operation, operator comfort, noise levels and waste product interference with maintenance activities were supportive of the BOMAG BC 1172RB-2 and CATERPILLAR 836H Compactors offered in their particular operating environment.

2.6.6 Risk

The BOMAG BC 1172RB-2 and CATERPILLAR 836H potential suppliers and manufacturers are QA accredited and have considerable numbers of Compactors and associated machinery items operating in Australia.

Their Offers included details of the number of users of similar equipment in Australia for use as referees for performance and/or availability checks on:

- Maintenance services
- Post-sales services
- Spare parts availability
- Problem resolution

2.7 Detail of Assessment

2.7.1 Process

As indicated above the tender assessment was based on:

- Compliance Criteria assessed on a Yes/ No basis
- Qualitative Criteria assessed on the demonstrated relevant experience and the ability of the organisation to service the contract
- Purchase Price offered
- Other factors (e.g. Warranty Period, Delivery Time and Maintenance Services) providing "Value for Money" to MRC

WW Consulting Pty Ltd

Mindarie Regional Council Tender Assessment

Tender No. 13/96 for the Supply and Delivery of a 4 (Four) Wheeled Landfill Compactor with a Tier 3 Emission Engine and with a Minimum Operating Weight of 50,000Kg with or without the Trade-in of an existing Landfill Compactor or for the Outright Purchase of the existing Landfill Compactor

2.7.2 Assessment Inclusions

The assessment was carried out in accordance with factors listed in Section 2.1 above.

2.7.3 Assessment Considerations

Confirmation of commitment to a delivery period was an MRC requirement to ensure the continuation of operations at Tamala Park as the non-availability of compaction equipment would have a major and unacceptable effect.

Both Tenderers have been suppliers of equipment to Local, State Government organisations, WA and Interstate business operators for a number of years.

BT Equipment and WesTrac CAT have provided reputable referee details and enquiries have indicated a capability and capacity to meet the requirements of RFT 13/96.

BT Equipment has provided a detailed Repair & Backup Support Plan which details the location and quantities of spare parts and staff. The plan includes written commitments to the levels of service and support to be provided.

2.7.4 Purchase Price Offered

Detailed below are the two (2) purchase price offers received for the Supply and Delivery of a Landfill Compactor with a Tier 3 Emission Engine and a Minimum Operating Weight of 50,000Kg.

COMPANY	BT Eqpt	WesTrac
Manufacturer	BOMAG	CAT
Model	BC 1172RB-2	836H
Cost (GST Inc.)	\$1,485,000	\$1,438,459

The BT Equipment offer also included a No Trade-in discount of \$55,000 (GST Inc.) if applicable.

Mindarie Regional Council Tender Assessment

Tender No. 13/96 for the Supply and Delivery of a 4 (Four) Wheeled Landfill Compactor with a Tier 3 Emission Engine and with a Minimum Operating Weight of 50,000Kg with or without the Trade-in of an existing Landfill Compactor or for the Outright Purchase of the existing Landfill Compactor

2.8 Comparative Details

Based on the information supplied, estimates and (where necessary) subsequent enquiries, the following GST Inc. figures and other information items are applicable.

2.8.1 Defect and Liability Maintenance & Warranty Period

COMPANY	BT Eqpt	WesTrac
Manufacturer	BOMAG	CAT
Model	BC 1172RB-2	836H
Warranty Offered	12 Months or	12 Months plus
	1000 hrs inc. all parts	36 Months or 6000 hrs
	and labour	Powertrain & Hydraulics
Optional Warranty	60 Months or	60 Months or 8000 hrs
	10,000hrs for	Powertrain
	Engine, Powertrain	& Hydraulics
	and Transmission	
Optional Warranty		
Cost (GST Inc.)	\$93,038	\$61,012

The BOMAG BC 1172RB-2 Offer includes a 10,000hr Warranty on the drum teeth and the CAT836H guarantees 10,000hrs or 4 years.

2.8.2 Service/Maintenance Cost estimates (GST Inc.) to 10,000 Hours

COMPANY	BT Eqpt	WesTrac
Manufacturer	BOMAG	CAT
Model	BC 1172RB-2	836H
	\$59,400	\$263,656

The BT Equipment Service/Maintenance estimate has been confirmed by the company. This is based on acceptance of the optional warranty to the 10,000hr point as specified in Section 2.8.1 above and the inclusion of parts in the optional warranty.

2.8.3 Trade-in Offer (GST Inc.) on existing MRC TANA G400

COMPANY	BT Eqpt	WesTrac
Manufacturer	BOMAG	CAT
Model	BC 1172RB-2	836H
	\$143,000	\$55,000

Mindarie Regional Council Tender Assessment

Tender No. 13/96 for the Supply and Delivery of a 4 (Four) Wheeled Landfill Compactor with a Tier 3 Emission Engine and with a Minimum Operating Weight of 50,000Kg with or without the Trade-in of an existing Landfill Compactor or for the Outright Purchase of the existing Landfill Compactor

2.8.4 Time for Supply and Delivery

COMPANY	BT Eqpt	WesTrac
Manufacturer	BOMAG	CAT
Model	BC 1172RB-2	836H
Delivery Time	16/24 Weeks	22/24 Weeks

2.8.5 Estimated Fuel Consumption

COMPANY	BT Eqpt	WesTrac
Manufacturer	BOMAG	CAT
Model	BC 1172RB-2	836H
Consumption Litres per hr	48-52	56-60

2.8.6 Trade Back/Buy Back Offer at 10,000 Hours

Offers are conditional with the WesTrac Offer detailing a range of specific conditions, including amounts of wear, which must be contractually committed to prior to the sale to MRC of the offered Compactor.

COMPANY	BT Eqpt	WesTrac
Manufacturer	BOMAG	CAT
Model	BC 1172RB-2	836H
Buy Back Offer (Conditional)	No Offer	\$503,460
Trade Back Offer (Conditional)	\$200,000	\$575,387

2.8.7 Whole of life costs.

Whole of Life (WOL) (GST Inc.) cost estimates to 10,000 Hours (excluding fuel) are:

COMPANY	BT Eqpt	WesTrac		
Manufacturer	BOMAG	CAT		
Model	BC 1172RB-2	836H		
Purchase Price	\$1,485,000	\$1,438,459		
Additional Warranty	\$ 93,038	\$ 61,012		
Service/Maintenance	\$ 59,400	\$ 263,656		
TOTAL	\$1,637,438	\$1,763,127		
Less Trade in Offer	\$ 143,000	\$ 55,000		
WOL Cost (est.)	\$1,494,438	\$1,708,127		

WW Consulting Pty Ltd

TECHNICAL WORKING GROUP MINUTES 20 FEBRUARY 2009

Mindarie Regional Council Tender Assessment

Tender No. 13/96 for the Supply and Delivery of a 4 (Four) Wheeled Landfill Compactor with a Tier 3 Emission Engine and with a Minimum Operating Weight of 50,000Kg with or without the Trade-in of an existing Landfill Compactor or for the Outright Purchase of the existing Landfill Compactor

2.8.8 Matrix Scores

Assessments against the Qualitative Criteria for this RFT are as follows:

BT Equipment – BOMAG BC 1172RB-2

Score Range – 1 (Lowest) to 5 (Highest)

Criteria	Weighting %	Score	Weighted Score
(a) Pricing and confirmation of "value for money" to MRC.Value for money to MRC is based on ensuring and confirming the lowest 'whole of life' costing for the required Landfill Compactor.	30%	5	150
(b) Demonstrated and relevant experience in and evidence of, the supply, delivery and maintenance of Landfill Compactors or similar equipment.	15%	5	75
(c) Confirmation of commitment to the specified delivery date.	10%	4	40
(d) Confirmation of the availability of maintenance and repair support by the provision of a Repair and Backup Support Plan as an attachment.	35%	5	175
(e) Skills and experience of key personnel. (The technical aspects and the organisational capacity to service the Contract)	10%	5	50
Total	100%	24	490

WesTrac CAT - CAT 836H

Score Range – 1 (Lowest) to 5 (Highest)

Criteria	Weighting %	Score	Weighted Score
(a) Pricing and confirmation of "value for money" to MRC.Value for money to MRC is based on ensuring and confirming the lowest 'whole of life' costing for the required Landfill Compactor.	30%	4	120
(b) Demonstrated and relevant experience in and evidence of, the supply, delivery and maintenance of Landfill Compactors or similar equipment.	15%	5	75
(c) Confirmation of commitment to the specified delivery date.	10%	4	40
(d) Confirmation of the availability of maintenance and repair support by the provision of a Repair and Backup Support Plan as an attachment.	35%	3	105
(e) Skills and experience of key personnel. (The technical aspects and the organisational capacity to service the Contract)	10%	5	50
Total	100%	21	390

Mindarie Regional Council Tender Assessment

Tender No. 13/96 for the Supply and Delivery of a 4 (Four) Wheeled Landfill Compactor with a Tier 3 Emission Engine and with a Minimum Operating Weight of 50,000Kg with or without the Trade-in of an existing Landfill Compactor or for the Outright Purchase of the existing Landfill Compactor

3. ANALYSIS

The BOMAG BC 1172RB-2 and CATERPILLAR 836H Tenderers have the experience and capacity to successfully undertake and service the contract.

The BOMAG BC 1172RB-2 and CATERPILLAR 836H Landfill Compactors offered meet the technical specification and are indicated to operationally and efficiently perform the tasks and functions required by MRC.

The BT Equipment Offer included in the Backup, Repair and Support Plan a commitment to carry out all maintenance/repair work on site at Tamala Park. This requirement did not form part of the WesTrac CAT offer.

Estimated fuel consumption figures provided indicated cost savings for MRC in using the BOMAG BC 1172RB-2 in Tamala Park working conditions.

All the factors detailed above have a bearing on the assessment and the recommendation is based on both financial and operational aspects.

Based on the above, the following is applicable:

A financial analysis including estimated Whole of Life costings indicates that the BT Equipment Offer for the BOMAG BC 1172RB-2 represents the best value for money benefits to MRC.

In addition, landfill site and machinery inspections and enquiries indicate that the BOMAG BC 1172RB-2 is capable of meeting the operational requirements of MRC at Tamala Park.

4. RECOMMENDATIONS

As a result of the above, it is recommended that:

The Offer from BT Equipment for the Supply and Delivery of a BOMAG BC 1172RB-2 Landfill Compactor at a cost of \$1,485,000 (GST Inc.) Plus \$93,038 (GST Inc.) for Warranty to 10,000 hours and minus \$143,000 (GST Inc.) for the Trade-in of the existing MRC TANA G400 giving a purchase price of \$1,435,038 (GST Inc.) be accepted.

Current world financial and industrial issues make it essential to confirm pricing and delivery timings prior to formal acceptance of the offer in addition to formalising the conditions of the Trade Back arrangements.

24 February 2009

WW Consulting Pty Ltd

ITEM 5 LIMESTONE REMOVAL TENDER 13/97

Tender No: 13/97

File No: WST/131

Attachment(s): Nil.

Author: lan Watkins

SUMMARY

The purpose of this report is to provide Council with a tender recommendation relating to the removal of limestone from the Tamala Park facility.

BACKGROUND

The Mindarie Regional Council has commenced the excavation of Stage 2 Phase 3 in readiness for the commencement of landfill in late 2009 or early 2010.

As part of the excavation process it is necessary that the excavated material is either used on site or moved off site. To date there has been approximately 780,000 tonnes of limestone moved off the Phase 3 footprint. There is approximately an additional 500,000 tonnes of limestone still required to be moved.

To increase the quantity of limestone moved off site, Mindarie Regional Council has advertised a tender for industry to remove limestone.

It is now appropriate that Council review and consider the recommendations from the tender process.

DETAIL

Mindarie Regional Council compiled a tender document designed to be as broad as possible with minimal contractual commitments to prospective contractors for the collection and off-site removal of limestone from the Phase 3 footprint.

The document was designed to cater for a wide range of industry potential uses for the limestone including the supply of:

- 37mm minus crushed limestone
- 100mm minus crushed limestone
- Bulk limestone
- Armour rock

The Tender was advertised on Wednesday 4 February 2009 and closed on Wednesday 18 February 2009. All limestone removal contractors that have been involved in Tamala Park site activities in recent times were advised of the tender advertisement and encouraged to submit tenders.

Tender Results

Two tenders were received before the stipulated tender close.

Both tenders were deemed as conforming.

In summary, requests were received for the following quantities of materials:

- 320,000 tonnes of 37mm minus crushed limestone
- 200,000 tonnes of 100mm minus crushed limestone
- 1,250,000 tonnes of bulk limestone
- 150,000 tonnes of armour rock

Table 1 provides a summary of the quantities and applicable rates that were received from the tenderers.

Table 1

Tenderer		Tenderer		37mm Crushed		100mm Crushed		Bulk Ripped		Armour Rock		Comments	
renderer		Quantity (t)	Rate (\$/t)	Quantity (t)	Rate (\$/t)	Quantity (t)	Rate (\$/t)	Quantity (t)	Rate (\$/t)	Comments			
All Earth C	Group	200,000	\$0.00	100,000	\$0.00	350,000	\$2.00						
Keyfast Haulage	Bulk	120,000	\$0.00	100,000	\$0.00	400,000	\$2.00	150,000	\$3.50				
Keyfast Haulage	Bulk					500,000	\$3.95			Guaranteed location	disposal		

It is estimated that approximately 400,000t of limestone will be required to be moved off site. The remainder of the material will either be used immediately as landfill cover, stockpiled as future cover material or stockpiled a future capping material.

Based on the requirement to remove 400,000t and the quoted values for off site removal, it is most likely that the crushed material will be removed at no charge with the bulk ripped material removed at minimal cost (\$2.00 - \$3.95).

Due to the flexible contractual conditions within the tender document, there is no obligation on the Mindarie Regional Council to provide all or part of the requested quantity, nor is there an obligation on the Tenderers to remove the limestone. The fundamental premise is that if the material is available for off-site removal it will be offered to the most cost effective Tenderer. Should that Tenderer not be in a position to remove part or all of the available material, it will then be offered to the next most cost effective Tenderer.

Tendered quantities of limestone are well in excess of available quantities on site. The tendered quantities are however not guaranteed. Should demand not be sufficient to match Mindarie Regional Council removal needs, the \$3.95/t offer from Keyfast Bulk Haulage for the removal of Bulk Ripped limestone is to a guaranteed disposal location and is available should the Mindarie Regional Council choose this option.

It is recommended that all tenders be accepted with the material becoming available for removal based on Mindarie Regional Council production schedules, on a first come first serve basis, with priority being given to those companies that have tendered the lowest cost for off-site disposal.

CONSULTATION

Consultation has occurred with the following groups:

- Tamala Park operational staff
- All Earth Contractors
- Keyfast Haulage
- Statewest Civil Contractors

STATUTORY ENVIRONMENT

Nil.

POLICY IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

Consistent with the Council's Strategic Plan 2004 – 2009 Objective One Resource Management.

FINANCIAL IMPLICATIONS

In the 2008/2009 budget \$7M has been requested for excavation of Stage 2 Phase 3.

Part of these available funds will be used to cover the cost of off-site disposal of limestone.

The 2008/2009 budget was developed around a total cost of \$5.80/t for the excavation, crushing and removal of material from the Phase 3 footprint. As a result of the tender prices received, this rate is seen as achievable.

As at December 2008 \$1.6m had been spent on Stage 2 Phase 3 for this financial year to execute and remove approximately 330,000t of sand and limestone. This equates to approximately \$4.85/t which is well within the budgeted excavation rate.

Loan funds are utilised to cover the cost of future landfill cell construction (including excavation). These costs have been included in the Mindarie Regional Council Financial Model and consequently included in the current and future landfill disposal rates.

The proactive approach of slowly excavating the Phase 3 footprint as and when off-site disposal opportunities present themselves is a far more cost effective method of developing the new landfill airspace than simply awarding a tender for the short term (rapid) excavation and removal of material.

TECHNICAL WORKING GROUP - 20 FEBRUARY 2009

Nil discussion.

RECOMMENDATION

That Council:

- (i) with respect to Tender No. 13/97 for the removal of limestone, accepts all tenders submitted
- (ii) notes the plan for allocation of material re 'first come, first serve' basis with priority to lowest cost tenderers

ITEM 8.2.1 FINANCIAL STATEMENTS FOR THE PERIODS ENDED

30 NOVEMBER 2008 AND 31 DECEMBER 2008

File No: FIN/5-02

Attachment(s): 1. Financial Statement for the period ended 30 November 2008

2. Financial Statement for the period ended 31 December 2008

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 30 November 2008 and 31 December 2008 are attached and show separate columns for Actual and Adopted/Revised Budget figures.

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

The financial statements presented for each month consist of:

- Operating Statement by Nature
- Operating Statement by Function
- Statement of Financial Position
- Statement of Investing Activities
- Information on Borrowings

DETAIL

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

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

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

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

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 30 November 2008 and 31 December 2008 be noted.

ATTACHMENT ONE

TO ITEM 8.2.1

ORDINARY COUNCIL MEETING

5 MARCH 2009

FINANCIAL STATEMENT FOR THE PERIOD ENDED 30 NOVEMBER 2008



MANAGEMENT FINANCIAL STATEMENTS

FOR THE MONTH ENDED 30 NOVEMBER 08

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

Description	Adopted	Revised	VTD Budget	VTD Actual	¢ Variance	0/ Variance	Mata
Description	Budget	Budget	YTD Budget	YTD Actual	\$ Variance	% Variance	Note
Revenue form Ordinary Activities User Charges							
User Charges - City of Perth	983,800	983,800	409,917	331,089			
User Charges - City of Waneroo	4,136,900	4,136,900	1,723,708	1,542,606			
User Charges - City of Joondalup	3,580,200	3,580,200	1,491,750	1,412,423			
User Charges - City of Stirling	4,942,300	4,942,300	2,059,292	2,226,766			
User Charges - City of Stiffing User Charges - Town of Cambridge	710,900	710,900	296,208	2,220,700			
User Charges - Town of Vincent	710,900 759,300	710,900	316,375	326,050			
User Charges - Town of Vincent User Charges - Town of Victoria Park	,	,	,	,			
	782,200	782,200	325,917	306,809	(222.752)	-3.51%	
Total Member User Charges	15,895,600	15,895,600	6,623,167	6,390,415	(232,752)		
User Charges - City of South Perth	279,500	279,500	116,458	405,487	289,029	248.18%	
User Charges - Casual Tipping Fees	3,636,400	3,636,400	1,515,167	1,922,180	407,013	26.86%	•
Total User Charges	19,811,500	19,811,500	8,254,792	8,718,082	463,290	5.61%	
Service Charges	050.000	050 000	4.45.000	447.544	4 744	4.470/	
Sale of Recyclable Materials	350,000	350,000	145,833	147,544	1,711	1.17%	
Gas Power Generation Sales	450,000	450,000	187,500	398,036	210,536	112.29%	
Grants & Subsidies	73,000	73,000	0	20,327	20,327		1
Contributions, Reimbursments & Donations	220,400	220,400	72,620	96,638	24,018	33.07%	
Interest Earnings	544,100	544,100	226,708	354,303	127,595	56.28%	
Other Revenue	10,200	10,200	4,250	3,494	(756)	-17.79%	
	21,459,200	21,459,200	8,891,703	9,738,424	846,721	9.52%	
Expenses from Ordinary Activities							
Employee Costs	3,746,540	3,746,540	1,564,299	1,460,460	103,839	6.64%	
Materials and Contracts							
Consultants and Contract Labour	581,500	581,500	242,292	143,212	99,080	40.89%	
Communications and Public Consultation	663,600	663,600	276,908	229,307	47,601	17.19%	
Landfill Expenses	784,000	784,000	386,700	384,878	1,822	0.47%	
Office Expenses	326,850	326,850	147,729	148,169	(440)	-0.30%	
Information Systems	314,800	314,800	194,047	181,672	12,375	6.38%	
Building Maintenance	82,900	82,900	34,542	27,007	7,535	21.81%	
Plant and Equipment Operating and Hire	1,191,800	1,191,800	496,583	351,257	145,326	29.27%	
Utilities	101,600	101,600	42,333	44,357	(2,024)	-4.78%	
Depreciation	1,196,777	1,196,777	498,657	336,511	162,146	32.52%	
Borrowing Cost Expenses	1,506,400	1,506,400	627,667	553,665	74,002	11.79%	
Insurance	127,900	127,900	53,292	48,637	4,655	8.73%	
DEP Landfill Levy	2,469,800	2,469,800	1,029,083	1,004,986	24,097	2.34%	
Land Lease/Rental	600,000	600,000	250,000	228,637	21,363	8.55%	
Other Expenditure							
Member Costs	101,200	151,500	27,083	9,842	17,241	63.66%	
Administration	151,000	151,000	69,587	71,808	(2,221)	-3.19%	
Amortisation (LandFill)	4,837,500	4,837,500	2,015,625	2,015,625	Ò	0.00%	
,	18,784,167	18,834,467	7,956,427	7,240,030	716,397	9.00%	
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	Ò	0.00%	
	7,948	7,948	7,948	7,000	(948)	0.00%	•
Changes in Net Assets Resulting from Operations	2,682,981	2,632,681	943,224	2,505,394	1,562,170	165.62%	

NOTES FOR VARIATIONS - INCOME STATEMENT BY NATURE AND TYPE

Note # Description of Item Nature of Variance where actual is 10% and \$5,000 from YTD Budget

1 Grants and Subsidies

The \$73,000 was budgeted for Zero Waste Management Plan Grant and this amount is expected to be drawndown between April to June 2009. Hence, the nil YTD Budget. However, an amount of \$20,327 has been received in respect of Waste Management and Recycling from D.E.C which was not expected and hence wasn't budgeted for.

Mindarie Regional Council INCOME STATEMENT BY DEPARTMENT

For the month ended 30 November 2008

Description	Adopted Budget	Revised Budget	YTD Budget	YTD Actual	\$ Variance	% Variance
Revenues from Ordinary Activities						
Operating Revenues						
Community Ammenties	21,459,200	21,459,200	8,891,703	9,738,424	846,721	9.52%
Total Operating Revenues	21,459,200	21,459,200	8,891,703	9,738,424	846,721	9.52%
Profit on Disposal of Assets						
Community Ammenties	7,948	7,948	7,948	7,000	(948)	
Total Profit (Loss) on Disposal of Assets	7,948	7,948	7,948	7,000	(948)	
Expenses from Ordinary Activities						
Operating Expenses						
Governance	101.200	151.500	27.083	8.759	18.324	67.66%
Community Ammenties	15,984,767	15,984,767	6,805,094	6,196,721	608,373	8.94%
Other Property and Sevices	1,191,800	1,191,800	496,583	480,885	15.698	3.16%
Total Operating Expenses	17,277,767	17,328,067	7,328,760	6,686,365	642,395	8.77%
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	627,667	553.665	74,002	11.79%
Total Borrowing Costs Expense	1,506,400	1,506,400	627,667	553,665	74,002	11.79%
NET RESULT	2,682,981	2,632,681	943,224	2,505,394	1,562,170	165.62%

Mindarie Regional Council

Balance Sheet

For the month ended 30 November 2008

Description CURRENT ASSETS	ACTUAL 2008/2009	Movement	Un-audited ACTUAL 2007/2008
	2 205 470	224 454	2 004 225
Cash	3,205,479	224,154	2,981,325
Investments	9,736,349	274,571	9,461,778
Debtors	2,538,163	189,280	2,348,883
Stock	71,602	55,731	15,871
Prepayments	166,347	(90,681)	257,028
Other Current Assets	416,039	103,231	312,808
TOTAL CURRENT ASSETS	16,133,979	756,286	15,377,693
NON-CURRENT ASSETS			
Land	2,665,805	7,678	2,658,127
Buildings & Improvements	1,626,383	337,344	1,289,039
Furniture & Equipment	255,969	32,884	223,085
Plant & Equipment	2,315,994	(122,973)	2,438,967
Infrastructure - Other	480,871	(26,711)	507,582
Infrastructure - Other	13,072,702	(2,015,625)	15,088,327
		`	
Infrastructure - Rehabilitation	2,832,719	0	2,832,719
Work In Progress - Excavation	4,527,331	1,175,465	3,351,866
Work In Progress - RRF	5,967,556	344,683	5,622,873
TOTAL NON-CURRENT ASSETS	33,745,330	(267,257)	34,012,587
TOTAL ASSETS	49,879,309	489,029	49,390,280
CURRENT LIABILITIES			
Creditors	1,041,958	(1,042,890)	2,084,848
Provisions	443,876	18,243	425,633
Loans Leases Overdrafts	1,465,531	(840,675)	2,306,206
Accruals	567,683	(237,192)	804,875
Other Current Liabilities	0	0	0
TOTAL CURRENT LIABILITIES	3,519,048	(2,102,514)	5,621,562
NON CURRENT LIABILITIES			
NON CURRENT LIABILITIES	40.070.076	0	40.070.076
Loans Leases Overdrafts	18,872,976	0	18,872,976
Other Non Current Liabilities	4,642,415	43,081	4,599,334
TOTAL NON CURRENT LIABILITIES	23,515,391	43,081	23,472,310
TOTAL LIABILITIES	27,034,439	(2,059,433)	29,093,872
NET ASSETS	22,844,870	2,548,462	20,296,408
EQUITY			
Retained Surplus	20,696,028	2,505,394	18,190,634
Reserves	137,999	0	137,999
Council Contribution	2,010,843	43,068	1,967,775
TOTAL EQUITY	22,844,870	2,548,462	20,296,408
	<u>,</u> ,	2,0-0,-02	20,200,700

MINDARIE REGIONAL COUNCIL

STATEMENT OF INVESTING ACTIVITIES For the month ended 30 November 2008

Description	Adopted Budget	YTD Actual	% to Revised Budget
PLANT AND VEHICLES			
Plant and Vehicles			
Land Compactor	1,500,000	9,908	0.66%
Forklift 2.5 Tonne	35,000	29,500	84.29%
Welder's Vehicle	28,000	0	
Hook Lift Bin Truck (second bin truck)	256,000	0	
	1,819,000	39,408	2.17%
Machinery and Equipment			
3x Fire Hose Reels to Recycling Centre	3,500	0	
Upgrade Washdown Bay Bore Pump	10,200	0	
3x Dust Monitoring Stations	73,000	53,532	73.33%
Radiation Monitoring Station	40,000	0	
Sheet Metal Bending Machine	36,000	0	
Bench Grinding Machine	1,800	0	
Plasma Cutter	7,300	4,988	68.33%
5x Handheld 2-way Radio	4,400	3,050	69.32%
6x UHF Radio	1,500	2,250	150.00%
3x Vehicle 2-way Radio	3,600	0	
Dangerous Goods Locker	2,500	0	
2x Portable Water Cannon	2,300	0	
PA System - Recycling Centre	1,000	960	96.00%
Generator Upgrade	100,000	0	
	287,100	64,780	22.56%
TOTAL PLANT AND VEHICLES	2,106,100	104,188	4.95%
FURNITURE AND EQUIPMENTS			
Computer Equipment			
Replacement of Sapphire - HR/Payroll	2,000	1,097	54.85%
Replacement of Tourmaline - Mgr Finance	6,000	3,653	60.88%
Replacement of Chrysoberyl - Records	2,000	1,097	54.85%
Replacement of Corundum - OHS	2,000	1,097	54.85%
Replacement of Kyanite - Governance	2,000	0	
Purchase of new PC - Finance	2,000	0	
Replace Printers and Computing Equipments	20,000	9,031	45.16%
2x Gate Control Units	25,000	27,800	111.20%
Surveillance and Boom Gate, Etc	15,000	. 0	
Mobile PDA and Touchscreen	10,000	6,900	69.00%
	86,000	50,675	58.92%
Office Furniture and Equipment			
Office Furniture and Equipment New Furniture and Fittings - Admin Building	80,000	4,962	6.20%
TOTAL FURNITURE AND EQUIPMENTS	166,000	55,637	33.52%

MINDARIE REGIONAL COUNCIL

STATEMENT OF INVESTING ACTIVITIES For the month ended 30 November 2008

Description LAND AND BUILDINGS	Adopted Budget	YTD Actual	% to Revised Budget
Land			
Land	12,300,000	7,678	0.06%
	12,300,000	7,678	0.06%
DI III DING			
BUILDING Building			
Toilet Facilities-House, Recycling & Transfer Stn	43,000	0	
Replacement of Pergola	11,200	0	
Education Centre Building	21,000	0	
Workshop Extension (Welding Bay)	120,000	0	
Workshop Floor Replacement (New concrete works)	12,000	0	
Administration Building Extension	405,000	293,648	72.51%
Recycling Centre and Transfer Station Upgrade	209,000	103,581	49.56%
	821,200	397,229	48.37%
TOTAL LAND AND BUILDINGS	13,121,200	404,907	3.09%
WED ACTOUCTURE			
INFRASTRUCTURE Operations			
Boundary Fence	8,400	0	
Installation of Barrier Fencing	15,200	0	
	23,600	0	0.00%
Resource Recovey Facility			_
Legal Fees	50,000	29,526	
Financial and Probity Fees	20,000	0	
Insurance Review	10,000	0	
Superintendent and Management Fees	120,000	2,160	
Community Consultation	28,000	10,429	
Project Manager	42,000	31,513	
Site Infrastructures	1,330,000	271,055	
	1,600,000	344,683	21.54%
LANDFILL EXCAVATIONS			
Excavation - Phase 3 Stage 2	00.000	0	
Superintendent Fees	90,000	3 505	
Design Excavation	90,000	3,505	
MRC Project Manager	7,000,000 50,000	1,110,211 6,688	
Siteworks, Survey Etc	20,000	1,934	
Siteworks, Survey Lic	7,250,000	1,122,338	15.48%
Stage1 to Stage2 Tie-in	1,200,000	1,122,000	10.4070
Construction and Lining	1,850,000	10,513	
Superintendent Fees	60,000	32,998	
Design	60,000	0	
MRC Project Manager	20,000	5,992	
Siteworks, Survey Etc	10,000	3,625	
•	2,000,000	53,128	2.66%
TOTAL LANDFILL EXCAVATIONS	9,250,000	1,175,466	12.71%
	<u> </u>	1,110,400	12.71

INFORMATION ON BORROWINGS

(a) Loan Repayments

Actual						Principal Repayments	Principal Outstanding	Interest Repayments
	Value of Loan Approved	Matures	Interest Rates	Principal 01/07/2008	Drawn Down to 30/11/2008	Actual to 30/11/2008	Actual to 30/11/2008	Actual to 30/11/2008
Community Amenities Tamala Park I andfill	-							
Loan 8 - Building Upgrade	000'029	May-14	6.45%	438,424	0	30,747	407,676	11,347
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	416,670	12,499,979	313,844
Regional Resource Recovery Facility								
Loan 11 - RRF Land Purchase	3,500,000	May-25	2.97%	2,117,951	0	86,105	2,031,846	52,058
Loan 10 - RRF Infrastructure	2,000,000	Mar-25	6.16%	1,830,682	0	31,676	1,799,006	46,842
Loan 10b - RRF Infrastructure (Interest Only)	2,600,000		Variable	2,600,000	0	0	2,600,000	80,750
Loan 10c - RRF Infrastructure (Interest Only)	4,000,000		Variable	1,000,000	0	0	1,000,000	27,398
TOTAL	29,750,000			21,179,182	0	840,675	20,338,507	536,165
Facility Fee								17,500
Total Borrowing Costs	osts							523,665

Note: Loan 10b - \$2,600,000 has a variable rate of 7.62% for the month of November 2008 Loan 10c - \$1,000,000 has a variable rate of 5.38% for the month of November 2008

ATTACHMENT TWO

TO ITEM 8.2.1

ORDINARY COUNCIL MEETING

5 MARCH 2009

FINANCIAL STATEMENT FOR THE PERIOD ENDED 31 DECEMBER 2008



MANAGEMENT FINANCIAL STATEMENTS

FOR THE MONTH ENDED 31 DECEMBER 08

Mindarie Regional Council INCOME STATEMENT BY NATURE AND TYPE For the month ended 31 December 2008

Description Budget Budget VTD Budget VTD Actual \$ Variance Note Note		Adopted	Revised					
User Charges - City of Perth 983,800 883,800 491,900 403,559 4 136,900 4 136,900 4,136,900 2,088,450 2,103,678 4 14,145 4 136,900 4,136,900 2,088,450 2,103,678 4 14,145	Description	Budget	Budget	YTD Budget	YTD Actual	\$ Variance	% Variance	Note
User Charges - City of Wamero								
User Charges - City of Uwaneroo 4,136,900 4,136,900 2,068,450 2,103,678		000 000	000 000	404.000	400 550			
User Charges - City of Strilling 4,942,300 4,942,300 4,942,300 4,942,300 2,471,150 2,773,421 Value Charges - Town of Cambridge 710,900 710,900 355,450 293,800 293,800 283,800 293,800 283,800 293,800 293,800 293,800 293,800 293,800 293,800 293,800 293,800 293,800 293,800 293,800 293,877 208,827 1,000 200,800		,	,	- ,	,			
User Charges - City of Stirling								
User Charges - Town of Vincent 759,300 710,900 355,450 293,800 User Charges - Town of Vincent 759,300 759,300 379,650 400,373 User Charges - Town of Victoria Park 782,200 782,200 381,100 388,737 User Charges - Clay of South Perth 279,500 279,500 139,750 515,523 375,773 268,89% User Charges - Clay of South Perth 279,500 279,500 139,750 515,523 375,773 268,89% User Charges - Casual Tipping Fees 3,636,400 369,400 1,818,200 249,0925 522,725 28,75% Total User Charges 19,811,500 19,811,500 9,905,750 10,907,545 1,001,795 10,111% Service Charges 450,000 450,000 225,000 389,036 173,036 76,91% Grants & Subsidies 73,000 73,000 0 20,327 20,327		, ,			, ,			
User Charges - Town of Vilotenia Park T98,300 T98,300 379,650 400,373		, ,		, ,	, ,			
User Charges - Town of Victoria Park Ta2_200 Ta9_2200 Ta9_100 Ta9_								
Total Member User Charges 15,895,600 15,895,600 7,947,800 8,051,097 103,297 1,00% 103,297 1,00% 103,297 1,00% 103,297 1,00%			,	,	,			
User Charges - City of South Perth 279,500 379,500 139,750 151,523 375,773 268,89% User Charges - Casual Tipping Fees 3,868,400 3,698,400 1,818,000 2,340,925 522,725 28,75% 101,1176 101,11								
Total User Charges						,		
Service Charges 19,811,500 19,811,500 19,905,750 10,907,545 1,001,795 10,11% Service Charges 350,000 350,000 175,000 161,286 (13,714) -7.84% Gas Power Generation Sales 450,000 450,000 225,000 398,036 173,036 76,91% Contributions, Reimbursments & Donations 220,400 220,400 112,671 132,825 20,154 17.89% 11erest Earnings 544,100 544,100 272,050 411,588 139,533 51,29% 10,200 10,200 5,100 3,494 (1,606) -31,49% 10,200 10,200 10,695,571 12,035,101 1,339,530 12,52% 12,000,100,100,100,100,100,100,100,100,1		,	,	,	,	,		
Service Charges Sale of Recyclable Materials 350,000 350,000 175,000 161,286 (13,714) -7.84% Gas Power Generation Sales 450,000 450,000 225,000 398,036 173,036 76,91% 73,000 73,000 0 20,327 20,327 1 72,000 73,000 0 20,327 20,327 20,327 1 72,000 73,000 73,000 72,000 72,027 20,327 78,000 73,000 74,000 73,000 74,0								
Sale of Recyclable Materials 350,000 350,000 175,000 161,286 (13,714) 7.84% Gas Power Generation Sales 450,000 450,000 225,000 398,036 173,036 76,91% 1 Contributions, Reimbursments & Donations 220,400 220,400 112,671 132,825 20,154 17.89% 1 Interest Earnings 544,100 520,400 112,671 132,825 20,154 17.89% 1		19,811,500	19,811,500	9,905,750	10,907,545	1,001,795	10.11%	
Gas Power Generation Sales 450,000 450,000 225,000 398,036 173,036 76,91% Grants & Subsidies 73,000 73,000 0 20,327 20,327 17,89% Contributions, Reimbursments & Donations 220,400 544,100 544,100 272,050 411,588 139,538 51,29% Other Revenue 10,200 51,000 3,746,540 1,879,200 10,695,571 12,035,101 1,339,530 51,29% Expenses from Ordinary Activities 21,459,200 21,459,200 1,879,780 1,745,797 133,983 7,13% Employee Costs 3,746,540 3,746,540 1,879,780 1,745,797 133,983 7,13% Materials and Contract 581,500 581,500 290,750 213,113 77,637 26,70% Communications and Public Consultation 663,600 324,150 279,272 44,678 13,84% Landfill Expenses 784,000 784,000 463,600 401,779 61,821 13,34% Office Expenses 31,268,50 326,8								
Grants & Subsidies 73,000 73,000 10 20,327 20,327 1 1 Contributions, Reimbursments & Donations 220,400 220,400 112,671 132,825 20,154 17,89% 17,89% 17,89% 17,89% 17,89% 17,89% 17,89% 17,89% 17,89% 17,89% 17,89% 17,89% 17,89% 17,89% 17,89% 17,158 139,538 51,29% 21,459,200 10,200 5,100 3,494 (1,606) 31,49% 17,459 18,000 3,494 (1,606) 31,49% 17,459,200 1,745,797 133,953 12,52% 12,52% 18,745,700 18,745,900 1,745,797 133,983 7,13% 7,13% 7,13% 7,13% 7,13% 7,13% 7,13% 7,13% 7,13% 7,13% 7,13% 7,13% 7,13% 7,13% 7,13% 7,13% 7,13% 7,13% 7,13% 26,70% 20,750 213,113 7,7637 26,70% 26,70% 279,272 44,878 13,34% 1,34,40% 213,113		,	,					
Contributions, Reimbursments & Donations 220,400 220,400 112,671 132,825 20,154 17,89% 114,695 141,100 544,100 272,050 411,588 139,538 51,29% 10,200 21,459,200 21,459,200 10,695,571 12,035,101 1,339,530 12,52% 12,459,200 21,459,200 10,695,571 12,035,101 1,339,530 12,52% 12,000 1,000	Gas Power Generation Sales	450,000	450,000	225,000	398,036	173,036	76.91%	
Interest Earnings	Grants & Subsidies	73,000	73,000	0	20,327	20,327		1
Other Revenue 10,200 10,200 5,100 3,494 (1,606) -31.49% Expenses from Ordinary Activities 21,459,200 21,459,200 10,695,571 12,035,101 1,339,530 12,52% Employee Costs 3,746,540 3,746,540 1,879,780 1,745,797 133,983 7,13% Materials and Contracts 581,500 581,500 290,750 213,113 77,637 26,70% Communications and Public Consultation 663,600 663,600 324,150 279,272 44,878 13,84% Landfill Expenses 784,000 784,000 463,600 401,779 61,821 13,34% Landfill Expenses 326,850 326,850 366,00 401,779 61,821 13,34% Landfill Expenses 32,860 326,850 166,454 161,415 5,039 3,03% Information Systems 314,800 314,800 213,798 235,906 (22,108) -10,34% 2 Building Maintenance 82,900 82,900 41,450 39,356	Contributions, Reimbursments & Donations	220,400	220,400	112,671	132,825	20,154	17.89%	
Expenses from Ordinary Activities Employee Costs 3,746,540 3,746,540 1,879,780 1,745,797 133,983 7.138	Interest Earnings	544,100	544,100	272,050	411,588	139,538	51.29%	
Expenses from Ordinary Activities Employee Costs 3,746,540 3,746,540 1,879,780 1,745,797 133,983 7.13% Materials and Contracts Consultants and Contract Labour 581,500 581,500 290,750 213,113 77,637 26,70% Communications and Public Consultation 663,600 663,600 324,150 279,272 44,878 13,84% Communications and Public Consultation 663,600 784,000 784,000 463,600 401,779 61,821 13,34% Communication Systems 326,850 326,850 166,454 161,415 5,039 3,03% Information Systems 314,800 314,800 213,798 235,906 (22,108) -10,34% 2 2 2 2 2 2 2 2 2	Other Revenue	10,200	10,200	5,100	3,494	(1,606)	-31.49%	
Employee Costs 3,746,540 3,746,540 1,879,780 1,745,797 133,983 7.13% Materials and Contract Labour 581,500 581,500 290,750 213,113 77,637 26,70% Communications and Public Consultation 663,600 663,600 324,150 279,272 44,878 13,84% Landfill Expenses 784,000 784,000 463,600 401,779 61,821 13,34% Office Expenses 326,850 326,850 326,850 166,454 161,415 5,039 3.03% Information Systems 314,800 314,800 213,798 235,906 (22,108) -10,34% 2 Building Maintenance 82,900 82,900 41,450 39,356 2,094 5.05% Plant and Equipment Operating and Hire 1,191,800 1,191,800 583,400 405,784 177,616 30,44% Utilities 101,600 101,600 50,800 52,236 (1,436) -2,83% Depreciation 1,196,777 1,196,777 598,389 411,580 186,809 31,22% Borrowing Cost Expenses 1,506,400 1,506,400 753,200 706,495 46,705 6,20% Insurance 127,900 127,900 63,950 58,113 5,837 9,13% DEP Landfill Levy 2,469,800 2,469,800 1,234,900 1,235,477 (577) -0.05% Land Lease/Rental 600,000 600,000 300,000 274,365 25,635 8,55% Other Expenditure Member Costs 101,200 151,500 75,750 63,543 12,207 16,11% Administration 4,837,500 4,837,500 2,418,750 2,418,750 0 0 0,00% Amortisation (LandFill) 4,837,500 4,837,500 2,418,750 2,418,750 0 0 0,00% Cost Cost		21,459,200	21,459,200	10,695,571	12,035,101	1,339,530	12.52%	
Materials and Contracts Consultants and Contract Labour 581,500 581,500 290,750 213,113 77,637 26,70% Communications and Public Consultation 663,600 663,600 324,150 279,272 44,878 13,84% Landfill Expenses 784,000 784,000 463,600 401,779 61,821 13,34% Office Expenses 326,850 326,850 166,454 161,415 5,039 3,03% Information Systems 314,800 314,800 213,798 235,906 (22,108) -10,34% 2 Building Maintenance 82,900 82,900 41,450 39,356 2,094 5,05% Plant and Equipment Operating and Hire 1,191,800 1,191,800 583,400 405,784 177,616 30,44% Utilities 101,600 101,600 50,800 52,236 (1,436) -2.83% Depreciation 1,196,777 1,596,400 753,200 706,495 46,705 6.20% Borrowing Cost Expenses 1,506,400 1,506,400 75	Expenses from Ordinary Activities							
Consultants and Contract Labour 581,500 581,500 290,750 213,113 77,637 26,70% Communications and Public Consultation 663,600 663,600 324,150 279,272 44,878 13,84% Landfill Expenses 784,000 784,000 463,600 401,779 61,821 13,34% Office Expenses 326,850 326,850 166,454 161,415 5,039 3.03% Information Systems 314,800 314,800 213,798 235,906 (22,108) -10.34% 2 Building Maintenance 82,900 82,900 41,450 39,356 2,094 5.05% Plant and Equipment Operating and Hire 1,191,800 1,191,800 583,400 41,450 39,356 2,094 5.05% Utilities 101,600 101,600 50,800 52,236 (1,436) -2.83% Depreciation 1,196,777 1,196,777 598,389 411,580 186,809 31,22% Insurance 1,27900 1,279,00 63,950 58,113	Employee Costs	3,746,540	3,746,540	1,879,780	1,745,797	133,983	7.13%	
Communications and Public Consultation 663,600 663,600 324,150 279,272 44,878 13.84% Landfill Expenses 784,000 784,000 463,600 401,779 61,821 13.34% Office Expenses 326,850 326,850 166,454 161,415 5,039 3.03% Information Systems 314,800 314,800 213,788 235,906 (22,108) -10.34% 2 Building Maintenance 82,900 82,900 41,450 39,356 2,094 5.05% Plant and Equipment Operating and Hire 1,191,800 1,191,800 583,400 405,784 177,616 30,44% Utilities 101,600 101,600 50,800 52,236 (1,436) -2.83% Borrowing Cost Expenses 1,506,400 1,506,400 753,200 706,495 46,705 6.20% Insurance 127,900 127,900 63,950 58,113 5,837 9,13% DEP Landfill Levy 2,469,800 2,469,800 1,234,900 1,234,900 1,234,900<	Materials and Contracts							
Landfill Expenses 784,000 784,000 463,600 401,779 61,821 13.34% Office Expenses 326,850 326,850 366,454 161,415 5,039 3.03% Information Systems 314,800 314,800 213,798 235,906 (22,108) -10.34% 2 Building Maintenance 82,900 41,450 39,356 2,094 5,05% Plant and Equipment Operating and Hire 1,191,800 1,191,800 583,400 405,784 177,616 30.44% Utilities 101,600 101,600 50,800 52,236 (1,436) -2.83% Depreciation 1,196,777 1,196,777 598,389 411,580 186,809 31.22% Borrowing Cost Expenses 1,506,400 1,506,400 753,200 706,495 46,705 6.20% Insurance 127,900 127,900 63,950 58,113 5,837 9.13% DEP Landfill Levy 2,469,800 2,469,800 1,234,900 1,235,477 (577) -0.05%	Consultants and Contract Labour	581,500	581,500	290,750	213,113	77,637	26.70%	
Office Expenses 326,850 326,850 166,454 161,415 5,039 3.03% Information Systems 314,800 314,800 213,798 235,906 (22,108) -10.34% 2 Building Maintenance 82,900 82,900 41,450 39,356 2,094 5.05% Plant and Equipment Operating and Hire 1,191,800 1,191,800 583,400 405,784 177,616 30.44% Utilities 101,600 101,600 50,800 52,236 (1,436) -2.83% Depreciation 1,196,777 1,196,777 598,389 411,580 186,809 31,22% Borrowing Cost Expenses 1,506,400 1,506,400 753,200 706,495 46,705 6.20% Insurance 127,900 127,900 63,950 58,113 5,837 9.13% DEP Landfill Levy 2,469,800 2,469,800 1,234,900 1,235,477 (577) -0.05% Land Lease/Rental 600,000 600,000 300,000 274,365 25,635 8.55% <td>Communications and Public Consultation</td> <td>663,600</td> <td>663,600</td> <td>324,150</td> <td>279,272</td> <td>44,878</td> <td>13.84%</td> <td></td>	Communications and Public Consultation	663,600	663,600	324,150	279,272	44,878	13.84%	
Information Systems	Landfill Expenses	784,000	784,000	463,600	401,779	61,821	13.34%	
Building Maintenance 82,900 82,900 41,450 39,356 2,094 5.05% Plant and Equipment Operating and Hire 1,191,800 1,191,800 583,400 405,784 177,616 30,44% Utilities 101,600 101,600 50,800 52,236 (1,436) -2.83% Depreciation 1,196,777 1,196,777 598,389 411,580 186,809 31.22% Borrowing Cost Expenses 1,506,400 1,506,400 753,200 706,495 46,705 6.20% Insurance 127,900 127,900 63,950 58,113 5,837 9,13% DEP Landfill Levy 2,469,800 2,469,800 1,234,900 1,235,477 (577) -0.05% Land Lease/Rental 600,000 600,000 300,000 274,365 25,635 8.55% Other Expenditure Member Costs 101,200 151,500 75,750 63,543 12,207 16.11% Administration 151,000 151,000 82,171 88,390 (6,219) -7.57	Office Expenses	326,850	326,850	166,454	161,415	5,039	3.03%	
Plant and Equipment Operating and Hire 1,191,800 1,191,800 583,400 405,784 177,616 30.44% Utilities 101,600 101,600 50,800 52,236 (1,436) -2.83% Depreciation 1,196,777 1,196,777 598,389 411,580 186,809 31.22% Borrowing Cost Expenses 1,506,400 1,506,400 753,200 706,495 46,705 6.20% Insurance 127,900 127,900 63,950 58,113 5,837 9.13% DEP Landfill Levy 2,469,800 2,469,800 1,234,900 1,235,477 (577) -0.05% Land Lease/Rental 600,000 600,000 300,000 274,365 25,635 8.55% Other Expenditure Member Costs 101,200 151,500 75,750 63,543 12,207 16.11% Administration 151,000 151,000 82,171 88,390 (6,219) -7.57% Amortisation (LandFill) 4,837,500 4,837,500 2,418,750 2,418,750 0	Information Systems	314,800	314,800	213,798	235,906	(22,108)	-10.34%	2
Utilities 101,600 101,600 50,800 52,236 (1,436) -2.83% Depreciation 1,196,777 1,196,777 598,389 411,580 186,809 31.22% Borrowing Cost Expenses 1,506,400 1,506,400 753,200 706,495 46,705 6.20% Insurance 127,900 127,900 63,950 58,113 5,837 9.13% DEP Landfill Levy 2,469,800 2,469,800 1,234,900 1,235,477 (577) -0.05% Land Lease/Rental 600,000 600,000 300,000 274,365 25,635 8.55% Other Expenditure Member Costs 101,200 151,500 75,750 63,543 12,207 16.11% Administration 151,000 151,000 82,171 88,390 (6,219) -7.57% Amortisation (LandFill) 4,837,500 4,837,500 2,418,750 2,418,750 0 0.00% Profit on Sale of Assets 7,948 7,948 7,948 7,948 7,948 7,948 <td< td=""><td>Building Maintenance</td><td>82,900</td><td>82,900</td><td>41,450</td><td>39,356</td><td>2,094</td><td>5.05%</td><td></td></td<>	Building Maintenance	82,900	82,900	41,450	39,356	2,094	5.05%	
Depreciation 1,196,777 1,196,777 598,389 411,580 186,809 31.22% Borrowing Cost Expenses 1,506,400 1,506,400 753,200 706,495 46,705 6.20% Insurance 127,900 127,900 63,950 58,113 5,837 9.13% DEP Landfill Levy 2,469,800 2,469,800 1,234,900 1,235,477 (577) -0.05% Land Lease/Rental 600,000 600,000 300,000 274,365 25,635 8.55% Other Expenditure 101,200 151,500 75,750 63,543 12,207 16.11% Administration 151,000 151,000 82,171 88,390 (6,219) -7.57% Amortisation (LandFill) 4,837,500 4,837,500 2,418,750 2,418,750 0 0.00% Profit on Sale of Assets 7,948 7,948 7,948 7,948 7,948 7,948 7,948 7,948 7,948 7,948 7,948 7,000 (948) 0.00% Loss on Sale of Ass	Plant and Equipment Operating and Hire	1,191,800	1,191,800	583,400	405,784	177,616	30.44%	
Depreciation 1,196,777 1,196,777 598,389 411,580 186,809 31.22% Borrowing Cost Expenses 1,506,400 1,506,400 753,200 706,495 46,705 6.20% Insurance 127,900 127,900 63,950 58,113 5,837 9.13% DEP Landfill Levy 2,469,800 2,469,800 1,234,900 1,235,477 (577) -0.05% Land Lease/Rental 600,000 600,000 300,000 274,365 25,635 8.55% Other Expenditure 101,200 151,500 75,750 63,543 12,207 16.11% Administration 151,000 151,000 82,171 88,390 (6,219) -7.57% Amortisation (LandFill) 4,837,500 4,837,500 2,418,750 2,418,750 0 0.00% Profit on Sale of Assets 7,948 7,948 7,948 7,948 7,948 7,948 7,948 7,948 7,948 7,948 7,948 7,948 7,948 7,948 7,948 7,948	Utilities	101,600	101,600	50,800	52,236	(1,436)	-2.83%	
Insurance	Depreciation	1,196,777					31.22%	
Insurance	Borrowing Cost Expenses	1.506.400	1.506.400	753,200	706.495	46.705	6.20%	
DEP Landfill Levy 2,469,800 2,469,800 1,234,900 1,235,477 (577) -0.05% Land Lease/Rental 600,000 600,000 300,000 274,365 25,635 8.55% Other Expenditure 101,200 151,500 75,750 63,543 12,207 16.11% Administration 151,000 151,000 82,171 88,390 (6,219) -7.57% Amortisation (LandFill) 4,837,500 4,837,500 2,418,750 2,418,750 0 0.00% Profit on Sale of Assets 7,948 7,948 7,948 7,948 7,948 7,948 7,000 (948) 0.00% Loss on Sale of Assets 0 0 0 0 0 0 0.00% 7,948 7,948 7,948 7,948 7,948 7,948 7,000 (948) 0.00%		127.900				5.837	9.13%	
Land Lease/Rental 600,000 600,000 300,000 274,365 25,635 8.55% Other Expenditure 101,200 151,500 75,750 63,543 12,207 16.11% Administration 151,000 151,000 82,171 88,390 (6,219) -7.57% Amortisation (LandFill) 4,837,500 4,837,500 2,418,750 2,418,750 0 0.00% Profit on Sale of Assets 7,948 <td< td=""><td></td><td></td><td></td><td>,</td><td>,</td><td>,</td><td></td><td></td></td<>				,	,	,		
Other Expenditure Member Costs 101,200 151,500 75,750 63,543 12,207 16.11% Administration Amortisation (LandFill) 151,000 151,000 82,171 88,390 (6,219) -7.57% 4,837,500 4,837,500 2,418,750 2,418,750 0 0.00% 18,784,167 18,834,467 9,541,291 8,791,372 749,919 7.86% Profit on Sale of Assets Loss on Sale of Assets 7,948 7,948 7,948 7,000 (948) 0.00% 7,948 7,948 7,948 7,948 7,000 (948) 0.00%	•	, ,			, ,			
Member Costs 101,200 151,500 75,750 63,543 12,207 16.11% Administration 151,000 151,000 82,171 88,390 (6,219) -7.57% Amortisation (LandFill) 4,837,500 4,837,500 2,418,750 2,418,750 0 0.00% 18,784,167 18,834,467 9,541,291 8,791,372 749,919 7.86% 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 7,948 7,000 (948) 0.00%			,	,	,			
Administration 151,000 151,000 82,171 88,390 (6,219) -7.57% Amortisation (LandFill) 4,837,500 4,837,500 2,418,750 2,418,750 0 0.00% 18,784,167 18,834,467 9,541,291 8,791,372 749,919 7.86% 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 7,948 7,000 (948) 0.00%	·	101 200	151 500	75 750	63 543	12 207	16 11%	
Amortisation (LandFill) 4,837,500 4,837,500 2,418,750 2,418,750 0 0.00% 18,784,167 18,834,467 9,541,291 8,791,372 749,919 7.86% 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 0.00% 7,948 7,948 7,948 7,948 7,000 (948) 0.00%		,	,	,	,	,		
18,784,167 18,834,467 9,541,291 8,791,372 749,919 7.86% Profit on Sale of Assets Loss on Sale of Assets 7,948 7,948 7,948 7,000 (948) 0.00% T,948 7,948 7,948 7,948 7,000 (948) 0.00% 7,948 7,948 7,948 7,948 7,000 (948) 0.00%		,	,	,	,			
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 0.00% 7,948 7,948 7,948 7,948 7,000 (948) 0.00%	/ infortioation (Landi III)							
Loss on Sale of Assets 0 0 0 0 0 0.00% 7,948 7,948 7,948 7,000 (948) 0.00%	•	.0,.0.,.0.	10,00 1, 101	0,011,201	5,101,012	1 10,010	110070	
Loss on Sale of Assets 0 0 0 0 0 0.00% 7,948 7,948 7,948 7,000 (948) 0.00%	Profit on Sale of Assets	7.948	7.948	7.948	7.000	(948)	0.00%	
7,948 7,948 7,948 7,000 (948) 0.00%		,	,	,	,	` ,		
Changes in Net Assets Resulting from Operations 2,682,981 2,632,681 1,162,228 3,250,729 2,088,501 179.70%		7,948	7,948	7,948	7,000	(948)		
	Changes in Net Assets Resulting from Operations	2,682,981	2,632,681	1,162,228	3,250,729	2,088,501	179.70%	

NOTES FOR VARIATIONS - INCOME STATEMENT BY NATURE AND TYPE

Note #	Description of Item	Nature of Variance where actual is 10% and \$5,000 from YTD Budget

1 Grants and Subsidies

The \$73,000 was budgeted for Zero Waste Management Plan Grant and this amount is expected to be drawndown between April to June 2009. Hence, the nil YTD Budget. However, an amount of \$20,327 has been received in respect of Waste Management and Recycling from D.E.C which was not expected and hence wasn't budgeted for.

2 Information Systems

The higher cost is associated with the implementation of Wasteman System and Interface to Navision System as well as the Electronic Time sheet System. An additional

allocation has been requested in the mid-year review.

Mindarie Regional Council INCOME STATEMENT BY DEPARTMENT

INCOME STATEMENT BY DEPARTMENT For the month ended 31 December 2008

Description	Adopted Budget	Revised Budget	YTD Budget	YTD Actual	\$ Variance	% Variance
Revenues from Ordinary Activities						
Operating Revenues						
Community Ammenties	21,459,200	21,459,200	10,695,571	12,035,101	1,339,530	12.52%
Total Operating Revenues	21,459,200	21,459,200	10,695,571	12,035,101	1,339,530	12.52%
Profit on Disposal of Assets						
Community Ammenties	7,948	7,948	7,948	7,000	(948)	
Total Profit (Loss) on Disposal of Assets	7,948	7,948	7,948	7,000	(948)	
Expenses from Ordinary Activities						
Operating Expenses						
Governance	101,200	151,500	75,750	63,893	11,857	15.65%
Community Ammenties	15,984,767	15,984,767	8,128,941	7,457,981	670,961	8.25%
Other Property and Sevices	1,191,800	1,191,800	583,400	563,003	20,397	3.50%
Total Operating Expenses	17,277,767	17,328,067	8,788,091	8,084,877	703,215	8.00%
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	753,200	706,495	46,705	6.20%
Total Borrowing Costs Expense	1,506,400	1,506,400	753,200	706,495	46,705	6.20%
NET RESULT	2,682,981	2,632,681	1,162,228	3,250,729	2,088,501	179.70%

Mindarie Regional Council Balance Sheet

For the month ended 31 December 2008

Description CURRENT ASSETS	ACTUAL 2008/2009	Movement	ACTUAL 2007/2008	Note
Cash	341,441	(2,639,884)	2,981,325	
Investments	12,023,488	2,561,710	9,461,778	
Debtors	3,111,530	762,647	2,348,883	
Stock	67,161	51,290	15,871	
Prepayments	255,347	(1,681)	257,028	
Other Current Assets	224,568	(88,241)	312,809	
TOTAL CURRENT ASSETS	16,023,535	645,841	15,377,694	
NON OURDENT AGGETS				
NON-CURRENT ASSETS	2 665 905	7 670	0.650.407	
Land	2,665,805	7,678 498,637	2,658,127	
Buildings & Improvements	1,787,676 319,333	96,248	1,289,039 223,085	
Furniture & Equipment Plant & Equipment	2,552,054	113,087	2,438,967	
Infrastructure - Other	497,235	(10,348)	507,583	
Infrastructure - Excavation	12,669,577	(2,418,750)	15,088,327	
Infrastructure - Rehabilitation	2,832,719	(2,410,730)	2,832,719	
Work In Progress - Excavation	5,010,883	1,659,017	3,351,866	
Work In Progress - RRF	6,031,139	408,266	5,622,873	
TOTAL NON-CURRENT ASSETS	34,366,420	353,834	34,012,586	
·	- ,,	,	- ,- ,	
TOTAL ASSETS	50,389,955	999,675	49,390,280	
CURRENT LIABILITIES				
Creditors	928,284	(1,156,564)	2,084,848	
Provisions	444,306	18,673	425,633	
Loans Leases Overdrafts	1,048,861	(1,257,345)	2,306,206	
Accruals	881,983	77,108	804,875	
Other Current Liabilities	0	0	0	
TOTAL CURRENT LIABILITIES	3,303,434	(2,318,128)	5,621,562	
NON OURRENT LIARUITIES				
NON CURRENT LIABILITIES	40.070.076	0	40.070.076	
Loans Leases Overdrafts Other Non Current Liabilities	18,872,976	0	18,872,976 4,599,334	
TOTAL NON CURRENT LIABILITIES	4,623,340 23,496,317	24,006 24,007	23,472,310	
TOTAL NON CORRENT LIABILITIES	23,490,317	24,007	23,472,310	
TOTAL LIABILITIES	26,799,750	(2,294,122)	29,093,872	
NET ASSETS	23,590,205	3,293,797	20,296,408	
EQUITY				
Retained Surplus	21,441,363	3,250,729	18,190,634	
Reserves	137,999	0,230,723	137,999	
Council Contribution	2,010,843	43,068	1,967,775	
TOTAL EQUITY	23,590,205	3,293,797	20,296,408	
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MINDARIE REGIONAL COUNCIL

STATEMENT OF INVESTING ACTIVITIES For the month ended 31 December 2008

Description	Adopted Budget	Revised Budget	YTD Actual	% to Revised Budget
PLANT AND VEHICLES Plant and Vehicles				
Land Compactor	1,500,000	1,500,000	9,908	0.66%
Forklift 2.5 Tonne	35,000	35,000	29,500	84.29%
Welder's Vehicle	28,000	28,000	0	01.2070
Hook Lift Bin Truck (second bin truck)	256,000	256,000	187,427	73.21%
Trook Ent Bir Traok (bosona bir alask)	1,819,000	1,819,000	226,835	12.47%
Machinery and Equipment	1,010,000	1,010,000	220,000	,0
3x Fire Hose Reels to Recycling Centre	3,500	3,500	0	
Upgrade Washdown Bay Bore Pump	10,200	10,200	0	
3x Dust Monitoring Stations	73,000	73,000	52,468	71.87%
Radiation Monitoring Station	40,000	40,000	1,041	2.60%
Sheet Metal Bending Machine	36,000	36,000	0	,
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	100.0070
Dangerous Goods Locker	2.500	2,500	0	
2x Portable Water Cannon	2,300	2,300	0	
PA System - Recycling Centre	1,000	1,000	960	96.00%
Generator Upgrade	100,000	100,000	95,750	95.75%
Constator Opgrado	287,100	287,100	160,507	55.91%
TOTAL PLANT AND VEHICLES	2,106,100	2,106,100	387,342	18.39%
FURNITURE AND FOUIPMENTS				
FURNITURE AND EQUIPMENTS Computer Equipment				
Computer Equipment	2,000	2 000	1 097	54 86%
Computer Equipment Replacement of Sapphire - HR/Payroll	2,000	2,000 6,000	1,097 3,653	54.86% 60.88%
Computer Equipment Replacement of Sapphire - HR/Payroll Replacement of Tourmaline - Mgr Finance	6,000	6,000	3,653	60.88%
Computer Equipment Replacement of Sapphire - HR/Payroll Replacement of Tourmaline - Mgr Finance Replacement of Chrysoberyl - Records	6,000 2,000	6,000 2,000	3,653 1,097	60.88% 54.86%
Computer Equipment Replacement of Sapphire - HR/Payroll Replacement of Tourmaline - Mgr Finance Replacement of Chrysoberyl - Records Replacement of Corundum - OHS	6,000 2,000 2,000	6,000 2,000 2,000	3,653 1,097 1,097	60.88%
Computer Equipment Replacement of Sapphire - HR/Payroll Replacement of Tourmaline - Mgr Finance Replacement of Chrysoberyl - Records Replacement of Corundum - OHS Replacement of Kyanite - Governance	6,000 2,000 2,000 2,000	6,000 2,000 2,000 2,000	3,653 1,097 1,097 0	60.88% 54.86%
Computer Equipment Replacement of Sapphire - HR/Payroll Replacement of Tourmaline - Mgr Finance Replacement of Chrysoberyl - Records Replacement of Corundum - OHS Replacement of Kyanite - Governance Purchase of new PC - Finance	6,000 2,000 2,000 2,000 2,000	6,000 2,000 2,000 2,000 2,000	3,653 1,097 1,097 0	60.88% 54.86% 54.86%
Computer Equipment Replacement of Sapphire - HR/Payroll Replacement of Tourmaline - Mgr Finance Replacement of Chrysoberyl - Records Replacement of Corundum - OHS Replacement of Kyanite - Governance Purchase of new PC - Finance Replace Printers and Computing Equipments	6,000 2,000 2,000 2,000 2,000 20,000	6,000 2,000 2,000 2,000 2,000 20,000	3,653 1,097 1,097 0 0 11,217	60.88% 54.86% 54.86% 56.09%
Computer Equipment Replacement of Sapphire - HR/Payroll Replacement of Tourmaline - Mgr Finance Replacement of Chrysoberyl - Records Replacement of Corundum - OHS Replacement of Kyanite - Governance Purchase of new PC - Finance Replace Printers and Computing Equipments 2x Gate Control Units	6,000 2,000 2,000 2,000 2,000 20,000 25,000	6,000 2,000 2,000 2,000 2,000 20,000 25,000	3,653 1,097 1,097 0 0 11,217 27,800	60.88% 54.86% 54.86%
Computer Equipment Replacement of Sapphire - HR/Payroll Replacement of Tourmaline - Mgr Finance Replacement of Chrysoberyl - Records Replacement of Corundum - OHS Replacement of Kyanite - Governance Purchase of new PC - Finance Replace Printers and Computing Equipments 2x Gate Control Units Surveillance and Boom Gate, Etc	6,000 2,000 2,000 2,000 2,000 20,000 25,000 15,000	6,000 2,000 2,000 2,000 2,000 20,000 25,000 15,000	3,653 1,097 1,097 0 0 11,217 27,800	60.88% 54.86% 54.86% 56.09% 111.20%
Computer Equipment Replacement of Sapphire - HR/Payroll Replacement of Tourmaline - Mgr Finance Replacement of Chrysoberyl - Records Replacement of Corundum - OHS Replacement of Kyanite - Governance Purchase of new PC - Finance Replace Printers and Computing Equipments 2x Gate Control Units	6,000 2,000 2,000 2,000 2,000 20,000 25,000 15,000	6,000 2,000 2,000 2,000 2,000 20,000 25,000 15,000	3,653 1,097 1,097 0 0 11,217 27,800 0 6,900	60.88% 54.86% 54.86% 56.09% 111.20%
Computer Equipment Replacement of Sapphire - HR/Payroll Replacement of Tourmaline - Mgr Finance Replacement of Chrysoberyl - Records Replacement of Corundum - OHS Replacement of Kyanite - Governance Purchase of new PC - Finance Replace Printers and Computing Equipments 2x Gate Control Units Surveillance and Boom Gate, Etc	6,000 2,000 2,000 2,000 2,000 20,000 25,000 15,000	6,000 2,000 2,000 2,000 2,000 20,000 25,000 15,000	3,653 1,097 1,097 0 0 11,217 27,800	60.88% 54.86% 54.86% 56.09% 111.20%
Computer Equipment Replacement of Sapphire - HR/Payroll Replacement of Tourmaline - Mgr Finance Replacement of Chrysoberyl - Records Replacement of Corundum - OHS Replacement of Kyanite - Governance Purchase of new PC - Finance Replace Printers and Computing Equipments 2x Gate Control Units Surveillance and Boom Gate, Etc Mobile PDA and Touchscreen	6,000 2,000 2,000 2,000 2,000 20,000 25,000 15,000	6,000 2,000 2,000 2,000 2,000 20,000 25,000 15,000	3,653 1,097 1,097 0 0 11,217 27,800 0 6,900	60.88% 54.86% 54.86% 56.09% 111.20%
Computer Equipment Replacement of Sapphire - HR/Payroll Replacement of Tourmaline - Mgr Finance Replacement of Chrysoberyl - Records Replacement of Corundum - OHS Replacement of Kyanite - Governance Purchase of new PC - Finance Replace Printers and Computing Equipments 2x Gate Control Units Surveillance and Boom Gate, Etc Mobile PDA and Touchscreen Office Furniture and Equipment	6,000 2,000 2,000 2,000 20,000 25,000 15,000 10,000	6,000 2,000 2,000 2,000 2,000 20,000 25,000 15,000 10,000	3,653 1,097 1,097 0 0 11,217 27,800 0 6,900	60.88% 54.86% 54.86% 56.09% 111.20% 69.00% 61.47%
Computer Equipment Replacement of Sapphire - HR/Payroll Replacement of Tourmaline - Mgr Finance Replacement of Chrysoberyl - Records Replacement of Corundum - OHS Replacement of Kyanite - Governance Purchase of new PC - Finance Replace Printers and Computing Equipments 2x Gate Control Units Surveillance and Boom Gate, Etc Mobile PDA and Touchscreen Office Furniture and Equipment New Furniture and Fittings - Admin Building	6,000 2,000 2,000 2,000 20,000 25,000 15,000 10,000 86,000	6,000 2,000 2,000 2,000 2,000 20,000 25,000 15,000 10,000 86,000	3,653 1,097 1,097 0 0 11,217 27,800 0 6,900 52,862	60.88% 54.86% 54.86% 56.09% 111.20% 69.00% 61.47%
Computer Equipment Replacement of Sapphire - HR/Payroll Replacement of Tourmaline - Mgr Finance Replacement of Chrysoberyl - Records Replacement of Corundum - OHS Replacement of Kyanite - Governance Purchase of new PC - Finance Replace Printers and Computing Equipments 2x Gate Control Units Surveillance and Boom Gate, Etc Mobile PDA and Touchscreen Office Furniture and Equipment	6,000 2,000 2,000 2,000 20,000 25,000 15,000 10,000	6,000 2,000 2,000 2,000 2,000 20,000 25,000 15,000 10,000	3,653 1,097 1,097 0 0 11,217 27,800 0 6,900	60.88% 54.86% 54.86% 56.09% 111.20% 69.00% 61.47%
Computer Equipment Replacement of Sapphire - HR/Payroll Replacement of Tourmaline - Mgr Finance Replacement of Chrysoberyl - Records Replacement of Corundum - OHS Replacement of Kyanite - Governance Purchase of new PC - Finance Replace Printers and Computing Equipments 2x Gate Control Units Surveillance and Boom Gate, Etc Mobile PDA and Touchscreen Office Furniture and Equipment New Furniture and Fittings - Admin Building TOTAL PLANT AND VEHICLES LAND AND BUILDINGS	6,000 2,000 2,000 2,000 20,000 25,000 15,000 10,000 86,000	6,000 2,000 2,000 2,000 2,000 20,000 25,000 15,000 10,000 86,000	3,653 1,097 1,097 0 0 11,217 27,800 0 6,900 52,862	60.88% 54.86% 54.86% 56.09% 111.20% 69.00% 61.47%
Computer Equipment Replacement of Sapphire - HR/Payroll Replacement of Tourmaline - Mgr Finance Replacement of Chrysoberyl - Records Replacement of Corundum - OHS Replacement of Kyanite - Governance Purchase of new PC - Finance Replace Printers and Computing Equipments 2x Gate Control Units Surveillance and Boom Gate, Etc Mobile PDA and Touchscreen Office Furniture and Equipment New Furniture and Fittings - Admin Building TOTAL PLANT AND VEHICLES LAND AND BUILDINGS Land	6,000 2,000 2,000 2,000 20,000 25,000 15,000 10,000 86,000	6,000 2,000 2,000 2,000 2,000 20,000 25,000 15,000 10,000 86,000	3,653 1,097 1,097 0 0 11,217 27,800 0 6,900 52,862 72,026	60.88% 54.86% 54.86% 56.09% 111.20% 69.00% 61.47% 90.03%
Computer Equipment Replacement of Sapphire - HR/Payroll Replacement of Tourmaline - Mgr Finance Replacement of Chrysoberyl - Records Replacement of Corundum - OHS Replacement of Kyanite - Governance Purchase of new PC - Finance Replace Printers and Computing Equipments 2x Gate Control Units Surveillance and Boom Gate, Etc Mobile PDA and Touchscreen Office Furniture and Equipment New Furniture and Fittings - Admin Building TOTAL PLANT AND VEHICLES LAND AND BUILDINGS	6,000 2,000 2,000 2,000 20,000 25,000 15,000 10,000 86,000	6,000 2,000 2,000 2,000 2,000 20,000 25,000 15,000 10,000 86,000	3,653 1,097 1,097 0 0 11,217 27,800 0 6,900 52,862	60.88% 54.86% 54.86% 56.09% 111.20% 69.00% 61.47%

MINDARIE REGIONAL COUNCIL

STATEMENT OF INVESTING ACTIVITIES For the month ended 31 December 2008

Description	Adopted Budget	Revised Budget	YTD Actual	% to Revised Budget
BUILDING				
Building				
Toilet Facilities-House, Recycling & Transfer Stn	43,000	43,000	0	
Replacement of Pergola	11,200	11,200	0	
Education Centre Building	21,000	21,000	0	
Workshop Extension (Welding Bay)	120,000	120,000	0	
Workshop Floor Replacement (New concrete works)	12,000	12,000	0	400.000/
Administration Building Extension	405,000	405,000	405,000	100.00%
Recycling Centre and Transfer Station Upgrade	209,000 821,200	209,000 821,200	170,223 575,223	81.45% 70.05%
	021,200	021,200	010,220	10.0070
TOTAL LAND AND BUILDINGS	13,121,200	13,121,200	582,901	4.44%
INFRASTRUCTURE				
Operations				
Boundary Fence	8,400	8,400	8,450	100.60%
Installation of Barrier Fencing	15,200	15,200	13,300	87.50%
	23,600	23,600	21,750	92.16%
Resource Recovey Facility	50.000	50.000	20.40=	
Legal Fees	50,000	50,000	62,127	
Financial and Probity Fees	20,000	20,000	0	
Insurance Review	10,000	10,000	0	
Superintendent and Management Fees	120,000	120,000	2,160	
Community Consultation Project Manager	28,000 42,000	28,000	11,036 31,513	
Site Infrastructures	1,330,000	42,000 1,330,000	301,430	
Site initiastructures	1,600,000	1,600,000	408,266	25.52%
LANDFILL EXCAVATIONS	1,000,000	1,000,000	400,200	23.32 /0
Excavation - Phase 3 Stage 2				
Superintendent Fees	90,000	90,000	0	
Design	90,000	90,000	12,118	
Excavation	7,000,000	7,000,000	1,582,939	
MRC Project Manager	50,000	50,000	6,688	
Siteworks, Survey Etc	20,000	20,000	4,145	
	7,250,000	7,250,000	1,605,889	22.15%
Stage1 to Stage2 Tie-in				
Construction and Lining	1,850,000	1,850,000	10,513	
Superintendent Fees	60,000	60,000	32,998	
Design	60,000	60,000	0	
MRC Project Manager	20,000	20,000	5,992	
Siteworks, Survey Etc	10,000	10,000	3,625	
	2,000,000	2,000,000	53,128	2.66%
TOTAL LANDFILL EXCAVATIONS	9,250,000	9,250,000	1,659,017	17.94%

INFORMATION ON BORROWINGS

(a) Loan Repayments

						Principal	Principal	Interest
Actual						Repayments	Outstanding	Repayments
					Principal			
	Value of Loan Approved	Matures	Interest Rates	Principal 01/07/2008	Drawn Down to 31/12/2008	Actual to 31/12/2008	Actual to 31/12/2008	Actual to 31/12/2008
Community Amenities								
Tamala Park Landfill								
Loan 8 - Building Upgrade	020,000	May-14	6.45%	438,424	0	30,747	407,676	13,582
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	2.98%	12,916,649	0	833,339	12,083,310	375,254
Regional Resource Recovery Facility								
Loan 11 - RRF Land Purchase	3,500,000	May-25	5.97%	2,117,951	0	86,105	2,031,846	62,360
Loan 10 - RRF Infrastructure	2,000,000	Mar-25	6.16%	1,830,682	0	31,676	1,799,006	56,254
Loan 10b - RRF Infrastructure (Interest Only)	2,600,000		Variable	2,600,000	0	0	2,600,000	92,170
Loan 10c - RRF Infrastructure (Interest Only)	4,000,000		Variable	1,000,000	0	0	1,000,000	68,365
TOTAL	29,750,000			21,179,182	0	1,257,344	19,921,838	671,912
Facility Fee							•	34,583
Total Borrowing Costs	sts						•	706,495

Note: Loan 10b - \$2,600,000 has a variable rate of 5.01% for the month of December 2008 Loan 10c - \$1,000,000 has a variable rate of 4.35% for the month of December 2008

ITEM 8.2.2 LIST OF PAYMENTS MADE FOR THE MONTHS ENDED

30 NOVEMBER 2008 AND 31 DECEMBER 2008

File No: FIN/5-02

Attachment(s): 1. List of payments made for the month ended 30 November 2008

2. List of payments made for the month ended 31 December 2008

Author: Kalwant Dhillon

SUMMARY

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

COMMENT

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

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

Months Ended	Account	Vouchers	Amount
30 November 2008	General Municipal	2562 – 2743	
	·	DP 147 – DP 170	
		EFT 165 – EFT 167	\$1,708,240.45
31 December 2008	General Municipal	2744 – 2932	
	·	DP 171 – DP 184	
		EFT 167B – EFT 169	\$2,969,165.81

RECOMMENDATION

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

ATTACHMENT ONE

TO ITEM 8.2.2

ORDINARY COUNCIL MEETING

5 MARCH 2009

LIST OF PAYMENTS MADE FOR THE MONTH ENDED 30 NOVEMBER 2008

Posting	Document No.	Vendor Name	Description	Cheque Amount
Date				
3/11/2008	2562		Recycling Contractors Degas	\$2,057.00
3/11/2008	2563	CASTLE SECURITY & ELECTRICAL PTY LTD	Building Security Maintenance	\$159.50
3/11/2008	2564	CLEAN SWEEP	Access Road Maintenance - Road Sweep	\$1,203.13
3/11/2008	2565	Crispair Refrigeration & Air Conditioning	Air Conditioning Maintenance	\$466.40
3/11/2008	2566	DOMAIN CATERING	Waste Management Education - Earth Carers	\$398.00
3/11/2008	2567	DRIVE IN ELECTRICS	Batteries N150 for Tana 400	\$420.00
3/11/2008	2568	Excel Window Cleaning	Window Cleaning	\$167.00
3/11/2008	2569	FREEHILLS	Legal Services - Construction Period Advice for RRF	\$2,628.70
3/11/2008	2570	GCM Enviro Pty Ltd	Repair and Maintenance for Tana 400 & Tana G360	\$624.86
3/11/2008	2571	GOLDER ASSOCIATES PTY LTD	Professional Services - Tie-In Liner Design	\$3,236.97
3/11/2008	2572	Great Southern Sands	Plant Hire Costs / Excavation Phase 3 Stage 2	\$236,992.94
3/11/2008	2573	GREENWORLD INDOOR GARDENS	Plant Services	\$79.82
3/11/2008	2574	Immersive Operator Training	Staff Training for Skid Steer Loader	\$1,750.00
3/11/2008	2575	Kenwick Drum Launderers	Dry Cell Battery Collection Drums & Bags	\$203.50
3/11/2008	2576	Kev's Mechanical Services	Repairs - Refurbish Bores & Replace Bearings for Tana 400	\$7,830.35
3/11/2008	2577		Telephone Expenses	\$103.40
3/11/2008	2578	Materials Handling Pty Ltd	Aerosol Spray Can Recycler	\$2,255.00
3/11/2008	2579		Waste Oil Collection	\$877.25
3/11/2008	2580	Ocean Keys Family Practice	Pre Employment Medical Expenses	\$88.00
3/11/2008	2581	_	Temporary Staffing	\$528.00
3/11/2008	2582	SCOPE BUSINESS IMAGING	Photocopying Expenses	\$11.00
3/11/2008	2583	Dept of Planning & Infrastructure	Electronic Search for Vehicles Ownership	\$5.60
3/11/2008	2584	TOXFREE	Paint Collection	\$4,091.13
3/11/2008	2585	TRANEN PTY LTD	Bushland Management	\$9,531.03
3/11/2008	2586	URS	Professional Services - Neerabup RRF Infrastructure	\$9,656.63
3/11/2008	2587	Wanneroo Agricultural Society (Inc)	Waste Management Education	\$52.80
3/11/2008	2588	WANNEROO PLUMBING SERVICE	Plumbing Maintenance - Workshop	\$2,665.74
3/11/2008	2589	WESTERN DIAGNOSTIC PATHOLOGY	Wellness Programs	\$96.25
3/11/2008	2590	Western Plant Hire (WA) Pty Ltd	Plant Hire Costs	\$1,699.76
3/11/2008	2591	Mindarie Regional Council	Petty Cash Reimbursement	\$903.75
12/11/2008	2592	Alance Newspaper & Magazine Delivery	Periodicals/ Publications	\$118.80
12/11/2008	2593	ALBERTS CAR STEREO JOONDALUP	Replacement UHF Radio for Fire Fighting Ute	\$275.00
12/11/2008	2594	ALLIGHT	Repair and Maintenance for Generator	\$371.25
12/11/2008	2595	ARMAGUARD	Collection Fee Services	\$648.39
12/11/2008	2596		Postage	\$661.27
12/11/2008	2597	CHUBB FIRE SAFETY LTD	Annual Service	\$4,003.45
12/11/2008	2598	City of Joondalup	Reimbursement of Lease Expenses	\$9,589.10
12/11/2008	2599	City of Wanneroo	Reimbursement of Lease Expenses	\$9,589.11
12/11/2008	2600	CLEAN SWEEP	Access Road Maintenance - Road Sweep	\$687.50
12/11/2008	2601	COMMAND A COM	Analogue Phone Line for Dust Monitors	\$203.50
12/11/2008	2602	DOMAIN CATERING	Waste Management Education - Earth Carers	\$428.01
12/11/2008	2603	GCM Enviro Pty Ltd	Repairs & Maintenance for Tana 400	\$367.57
12/11/2008	2604	H & L GLASS	Front Windscreen for Skid Steer Loader	\$438.00

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Posting Date	No.	Vendor Name	Description	Amount
12/11/2008	2605	JASNEAT	Cleaning Services	\$1 238 37
12/11/2008	2606	Junkhiisters	Waste Management Education - Farth Carers	\$150.00
12/11/2008	2007	Magicorp Ptv I td	Telenhone Expenses	\$103.40
12/11/2008	2608	MINDARIE BUS CHARTER	Waste Management Education - Bus Tours	\$1 155 00
12/11/2008	2609	MOBILE MASTERS	UHF Radios for Various Vehicles	\$2,207,66
12/11/2008	2610	MULTIPROGRAMMING PTY LTD	Computer Systems Maintenance	\$1,378.88
12/11/2008	2611	Neverfail Springwater Ltd	Spring Water Supply	\$77.55
12/11/2008	2612	QUINNS ROCK EARTHMOVING	Contract Labour External - Workshop	\$1,795.20
12/11/2008	2613	RAICH AND ASSOCIATES	Monitoring Program - Weather Station	\$1,891.90
12/11/2008	2614	Red 11	Computer Equipment - HP Procurve Switches	\$3,981.34
12/11/2008	2615	RELIANCE PETROLEUM	Supply of Distillate Stocks	\$50,269.19
12/11/2008	2616	SBS Sims Group	E Waste Collection	\$2,019.60
12/11/2008	2617	SCOPE BUSINESS IMAGING	Photocopying Expenses	\$897.24
12/11/2008	2618	STIHL SHOP GREENWOOD	Repairs to Blower / Hedge Trimmer	\$804.45
12/11/2008	2619	Talbot Olivier	Professional Fees - PGM Refiners Recycling Agreement	\$520.30
12/11/2008	2620	TELSTRA	Directory & Telephone Expenses	\$453.69
12/11/2008	2621	URS	Professional Services - Neerabup Water Supply	\$724.45
12/11/2008	2622	WESTERN DIAGNOSTIC PATHOLOGY	Wellness Programs	\$2,403.56
12/11/2008	2623	WOODHOUSE LEGAL	Legal Fees - Various Projects	\$5,044.60
12/11/2008	2624	LINC STRATEGIC	Professional Services - Website & Intranet Scoping Project	\$2,640.00
12/11/2008	2625	Northern Districts Pest Management	Pest Control	\$274.00
12/11/2008	2626	Peter's Bus Charters	Bus Charter for Staff Christmas Function	\$520.00
12/11/2008	2627	WesTrac Pty Ltd	Service for 966H Caterpillar Wheel Loader	\$1,556.26
13/11/2008	2628	Captain Cook Cruises	Staff Christmas Function	\$8,360.00
13/11/2008	2629	Mindarie Regional Council	Reimbursement Staff Training Costs for HR Licence	\$1,831.70
13/11/2008	2630	Mindarie Regional Council	Petty Cash Reimbursement	\$1,064.15
17/11/2008	2631	City of Wanneroo	RRF Application for Approval to Commence Development Fee	\$834.00
19/11/2008	2632	DRIVE IN ELECTRICS	Repairs and Maintenance for Various Vehicles	\$1,346.80
19/11/2008	2633	AIR LIQUIDE WA PTY LTD	Oxygen, Acet & Migshield Gas Cylinders	\$1,189.81
19/11/2008	2634	Australian Communications & Media Authority	Land Mobile Licence	\$179.00
19/11/2008	2635	Blackwoods & Atkins	Site Operating - Miscellaneous Supplies	\$220.00
19/11/2008	2636	Bunnings Building Supplies	Various Expendable Tools	\$424.74
19/11/2008	2637		Travelling Expenses	\$148.47
19/11/2008	2638	CALTEX AUSTRALIA PETROLEUM PTY	Fuel Costs	\$637.02
19/11/2008	2639	CLEAN SWEEP	Access Road Maintenance - Road Sweep	\$756.25
19/11/2008	2640	Concept Media	Display Panels - Tamala Park Education Centre	\$442.20
19/11/2008	2641	COUPLERS MALAGA	Expendable Tools	\$124.99
19/11/2008	2642	COVENTRYS	Various Expendable Tools	\$253.27
19/11/2008	2643	DOMAIN CATERING	Catering Cost-Presentation of New Wasteman System to Clients	\$1,035.00
19/11/2008	2644	Electek	Installation of Wasteman Hardwares and electrical upgrade	\$4,275.70
19/11/2008	2645	FirePro Extreme	Site Operating - Killfire	\$9,240.00
19/11/2008	2646	FUJI XEROX AUST PTY LID HAYDN ROBINSON	Photocopier Lease/Rental Professional Services - RRE	\$356.40 \$12,223,60
19/11/2000	7047	HATUN KOBINGON	Professional Services - RRP	\$12,223.00

Cheque	440			012040
Posting		Vendor Name	Description	Amoiint
Date				Alloquit
19/11/2008	2648	Hays Specialist Recruitment (Australia) P/L	Temporary Staffing - Oct/Nov	\$4,193.67
19/11/2008	2649	IW PROJECTS	Contract Labour	\$14,617.68
19/11/2008	2650	JOONDALUP OFFICE NATIONAL	Stationery Supplies	\$1,275.41
19/11/2008	2651	Keyfast Bulk Haulage	Crushing of Limestone - Excavation Phase 3 Stage 2	\$119,680.74
19/11/2008	2652	L & T VENABLES	Expendable Tools	\$150.13
19/11/2008	2653	Landsdale Farm School	Waste Management Education - Learn Compost / Worm Farming	\$125.00
19/11/2008	2654	MAGNETIC AUTOMATION PTY LTD	Thor Limit Switch for Gate	\$170.50
19/11/2008	2655	MULTIPROGRAMMING PTY LTD	Computer Systems Consumables	\$349.62
19/11/2008	2656	NEWCASTLE WEIGHING SERVICES PTY LTD	Upgrade of Weighbridge System and purchase of Hardwares	\$112,700.50
19/11/2008	2657	Premium Plastics	Bushland Management	\$186.90
19/11/2008	2658	Quantum 2000	Stationery and Printing	\$1,135.20
19/11/2008	2659	Red 11	Computer Systems Consumables	\$947.72
19/11/2008	2660	TALES WITH A TWIST	Communication and Education Program	\$10,500.00
19/11/2008	2661	The Executive Connection Pty Ltd	Subscription and Training Fees	\$4,537.50
19/11/2008	2662	THE FUNK FACTORY	Ogre Sculpture	\$2,750.00
19/11/2008	2663	TYRE WASTE (WA)	Tyre Waste Collection	\$671.06
19/11/2008	2664	URS	Professional Services - Neerabup RRF Infrastructure	\$31,210.59
19/11/2008	2665	WHK Horwath	Audit Fees- Second Progress Payment for 30 June 2008 Audit	\$8,250.00
19/11/2008	2666	GOLDER ASSOCIATES PTY LTD	Professional Services - Tie-In Liner Design	\$9,451.82
20/11/2008	2667	Mindarie Regional Council	Petty Cash Reimbursement	\$985.15
20/11/2008	2668	HSE Control Pty Ltd	Contract Labour	\$8,419.22
24/11/2008	2669	CANCELLED CHEQUE	CANCELLED CHEQUE	\$0.00
24/11/2008		CANCELLED CHEQUE	CANCELLED CHEQUE	\$0.00
24/11/2008	2671	CANCELLED CHEQUE	CANCELLED CHEQUE	\$0.00
24/11/2008		CANCELLED CHEQUE	CANCELLED CHEQUE	\$0.00
24/11/2008	2673	Asteron Portfolio Services	Superannuation	\$631.56
24/11/2008	2674	CBUS	Superannuation	\$254.77
24/11/2008	2675	Health Insurance Fund of WA	Staff Health Insurance Contribution	\$176.70
24/11/2008	2676	HESTA SUPER FUND	Superannuation	\$648.00
24/11/2008	2677	Portfoliofocus - Premium Retirement Services	Superannuation	\$2,213.70
24/11/2008	2678	WALGS PLAN PTY LTD	Superannuation	\$41,162.71
24/11/2008	2679	WESTSCHEME	Superannuation	\$583.20
25/11/2008	2680	City of Joondalup	Lease Fee Lot 118 Marmion Avenue	\$8,383.37
25/11/2008	2681	City of Perth	Lease Fee Lot 118 Marmion Avenue	\$4,191.68
25/11/2008	2682	City of Stirling	Lease Fee Lot 118 Marmion Avenue	\$16,766.73
25/11/2008	2683	City of Wanneroo	Lease Fee Lot 118 Marmion Avenue	\$8,383.37
25/11/2008	2684	Town of Cambridge	Lease Fee Lot 118 Marmion Avenue	\$4,191.68
25/11/2008	2685	Town of Victoria Park	Lease Fee Lot 118 Marmion Avenue	\$4,191.68
25/11/2008	2686		Lease Fee Lot 118 Marmion Avenue	\$4,191.68
26/11/2008	2687	ALL EARTH GROUP PTY LTD	Limestone Removal for Excavation Phase 3 Stage 2	\$11,498.50
26/11/2008	2688	Ausrecord	Storeroom Shelving Units for Admin Building Extension	\$5,458.45
26/11/2008	2689	Belridge Bus Charter	Waste Management Education - Bus Tour	\$165.00
26/11/2008	2690	Blackwoods & Atkins	Protective Clothing	\$2,821.49

Posting	Document No.	Vendor Name	Description	Cheque Amount
Date 26/11/2000	7604	FOAME BINAL OCC	Dungtury Daning for Dira Ciapting 1 10 9 Ninna Navara	000
26/11/2008	2692	BOBJANE LIMANI BRYANT MEDIA	Functure Repairs for the Figuring Ote & Nissain Navara Various Comprate Communications Strategy Projects	\$15,636,50
26/11/2008	2693	Cabcharge Australia Ltd	Cab Charges	\$49.31
26/11/2008	2694	CARDNO (WA) PTY LTD	Professional Services for RRF	\$715.00
26/11/2008	2692	CASTLE SECURITY & ELECTRICAL PTY LTD	Mobile Guard Responses	\$339.98
26/11/2008	2696	City of Wanneroo	Emergency Services Levy - 109 Pederick Rd Neerabup	\$24,827.18
26/11/2008	2697	CLEAN SWEEP	Access Road Maintenance - Road Sweep	\$481.25
26/11/2008	2698	COMMAND A COM	Telephone Expenses	\$203.50
26/11/2008	2699	COUPLERS MALAGA	Repair and Maintenance for International Truck	\$93.85
26/11/2008	2700	COVENTRYS	Wrench Set Gear	\$222.20
26/11/2008	2701	Data#3	Second Annual Payment for MS Office License	\$2,207.92
26/11/2008	2702	Department of Environment & Conservation	Works Approval Fee for Excavation Lining Stage 1 and 2	\$3,625.00
26/11/2008	2703	DOMAIN CATERING	Waste Management Education - Earth Carers Functions	\$635.00
26/11/2008	2704	DUN & BRADSTREET AUSTRALIA P/L	Report for JMS Civil & Mining (Aust) Pty Ltd	\$252.18
26/11/2008	2705		Repairs to Workshop Crane	\$178.20
26/11/2008	2706	FUJI XEROX AUST PTY LTD	Photocopying Expenses	\$462.20
26/11/2008	2707	GCM Enviro Pty Ltd	Spherical Bearing	\$1,939.20
26/11/2008	2708	GEODETIC SUPPLY & REPAIR	Laser Receiver Repairs	\$165.00
26/11/2008	2709	Grey-Green Coaches	Waste Management Education - Bus Tour	\$130.00
26/11/2008	2710	Hays Specialist Recruitment (Australia) P/L	Temporary Staffing	\$1,378.74
26/11/2008	2711	INFORMATION OUTLOOK	Interface of Navision to Wasteman and modification of data reporting	\$19,164.43
26/11/2008	2712	Iron Mountain Australia Pty Ltd	Records Management Stationery	\$69.07
26/11/2008	2713	JOONDALUP OFFICE NATIONAL	Stationery Supplies	\$700.23
26/11/2008	2714	KINROSS SUPA IGA	Staff Amenities	\$558.49
26/11/2008	2715	LANDFILL GAS & POWER PTY LTD	Electricity Usage	\$2,120.12
26/11/2008	2716	LGIS PROPERTY	Municipal Property Insurance Renewal for 2008 - 2009	\$891.34
26/11/2008	2717	MAGNETIC AUTOMATION PTY LTD	Front Gates - Adjust Clock for Daylight Saving	\$423.78
26/11/2008	2718	MERCURY	Courier Expenses	\$904.35
26/11/2008	2719	MULTIPROGRAMMING PTY LTD	Computer Systems Maintenance & Acquisitions	\$20,816.42
26/11/2008	2720	NATIONWIDE OIL	Waste Oil Collection	\$423.50
26/11/2008	2721	Neverfail Springwater Ltd	Spring Water Supply	\$66.65
26/11/2008	2722	NEWCASTLE WEIGHING SERVICES PTY LTD	Printer Rolls for Weighbridge	\$1,661.00
26/11/2008	2723	NORTHSIDE NISSAN	Repair & Maintenance for Nissan Patrol	\$73.38
26/11/2008	2724	OPTUS COMMUNICATIONS	Telephone Expenses	\$1,226.70
26/11/2008	2725	QUINNS ROCK CABINETS & MAINTENANCE	Plant Hire for Fire Breaks at RRF	\$1,500.00
26/11/2008	2726	RANGER OUTDOORS	OH&S Expenses - Bushman Repellent Sprays & Creams	\$977.20
26/11/2008	2727	RECRUITMENT SOLUTIONS	l emporary Staffing	\$1,232.00
26/11/2008	2728		Purchase of various Computer Equipment	\$4,941.20
26/11/2008	2729	REPCO AUTO PARTS-Clarkson	Various Expendable Tools	\$329.69
26/11/2008	2730	Rhonda Evans	Computer Systems Support for August to October 08	\$17,516.40
26/11/2008	2/31	SBS Sims Group	E Waste Collection	\$1,557.60
26/11/2008	2732	Sensis Pty Ltd S IM Earcing	Yellow Pages Directory Control Engine Maintenance	\$21.10 \$2 864 40
20/11/2000	27.33	SJM Fencing	Conitol Fencing Maintenance	92,004.40

Cheque Document	+co		Checilo
5	Vendor Name	Description	Amount
		H	6 1
	SIEVE'S MOBILE IYR	Puncture Repairs for International Truck	\$165.00
26/11/2008 2735	S SYNNOTT MULHOLLAND MANAGEMENT	Consultancy Services - RRF	\$2,926.00
26/11/2008 2736	36 TELSTRA	Telephone Expenses	\$711.00
		Maragament Education - Consumables	\$1.08E.70
		Waste Management Education Consumates	6.000, 1.000 0.000, 1.000 0.000, 1.000
	Waste & Recycle 2000	Wasta a racycle 2000 Collieration	41,303.00
		D9L hire to reduce Southern stockpile height	\$34,045.00
26/11/2008 2740	WesTrac Pty Ltd	Engine Oil, Antifreeze & Repair to Caterpillar Wheel Loader	\$3,329.75
26/11/2008 2741	MILSON SECURITY	Building Security Monitoring	\$1.279.83
		Ada Expenses	\$12,080.50
		ביממי ביארטים ביינים בי	÷, 1000, 000
2//11/2008 2/43	RECKULIMENI SOLUTIO	Replacement of Cancelled Cheque	\$1,408.00
	Total Cheque Payments	ments	\$1,085,431.92
1/11/2008 DP-00147	47 linet Limited	in in italian	\$0 0g
1/11/2008 DE-00148		Merchant Charges for Sentember 2008 (Acct No 3264171)	\$258 10
744,000 00 00440	Mational Australia Dan	Member Charges for Contambor 2000 (Acet No. 354 FFT)	######################################
1/11/2008 DP-00149	49 National Australia Bank	Merchant Charges for September 2008 (Acct No. 1644 192)	\$1,338.39 \$67.36
1/11/2009 DF-00		National Chillie ree - Orb 00	CZ: /C¢
1/11/2008 DP-00151	_	Loan 10 Repayment	\$142,854.00
1/11/2008 DP-00152	52 Commonwealth Bank of Australia	Loan 10 Interest - (\$2.6M) September - October 08	\$33,110.46
1/11/2008 DP-00153	53 National Australia Bank	Account Keeping Fee for October 2008	\$173.90
1/11/2008 DP-00154		Bill Drawdown Fee	\$150.00
1/1/2008 10 000464	ling - togil	Cotton	30.09
1/11/2008 DF-00	_		CD: 00
1/11/2008 DP-00156		Cancelled	\$0.00
1/11/2008 DP-00157	_	Cancelled	\$0.00
3/11/2008 DP-00158	58 National Australia Bank	National Online Fee	\$47.52
4/11/2008 DP-00159	59 National Australia Bank	Stop Payment Fee	\$15.00
19/11/2008 DP-00160		Audit Certificate from Commonwealth Bank	870.00
20/11/2008 DP-00161		Credit Card Dayment	\$2.398.80
26/11/2008 12 0016/11/02		Occur Card aymon	+4,000 94 π.000
26/11/2008 DF-00		Stop Payment ree	00.614
28/11/2008 DP-00163	Cancelled	Cancelled	\$0.00
28/11/2008 DP-00164		Merchant Charges for November 2008 (Acct No.3264171)	\$544.92
28/11/2008 DP-00165		Merchant Charges for November 2008 (Acct No. 1644192)	\$417.23
28/11/2008 DP-00166		Account Keeping Fee for November 2008	\$168.80
28/11/2008 DP-00167	67 National Australia Bank	Merchant Charges for October 2008 (Acct No.1644192)	\$1,475.65
28/11/2008 DP-00168	68 National Australia Bank	Merchant Charges for October 2008 (Acct No. 3264171)	\$200.10
28/11/2008 DP-00169		Bill Drawdown Fee	\$150.00
28/11/2008 DP-00170		Interest on Loan 10 (\$1 0M)	\$13 762 19
			¢407 447 44
			11.11.10.0
7/11/2008 EFT-00165		Payroll Employee Wages (with EBA Backpay)	\$182,953.56
21/11/2008 EFT-00166 25/11/2008 FFT-00167	166 Payroll Employee Wages 167 AUSTRALIAN TAXATION OFFICE	Payroll Employee Wages ALISTRALIAN TAXATION OFFICE	\$86,039.56 \$156.368.00
		•	\$425,361.12

Schedule of Payment for November 2008 Council Meeting - 5 March 2009

Cheque Amount	\$1,708,240.45		\$1,085,431.92	\$197,447.41 \$425,361.12	\$1,708,240.45	
	\$1		\$	<i>5</i> 7 57	\$1	
Description						EXECUTIVE OFFICER Its which was passed for payment, covering vouchers as above which was persed for payment, covering vouchers as above which was per of Council on 5 March 2009 has been checked and is fully supported is which are submitted herewith and which have been duly certified as and the rendition of services and as to prices, computations, and careful caref
Vendor Name	Grand Total	Summary Schedule of Payments	Cheque Payments Cheque No.2562 to 2743	Electronic Payments DP-00147 to DP-00170 EFT-00165 to EFT-00167	Grand Total	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 5 March 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.
Document No.		v	00	шош		<u> </u>
Cheque Posting Date						

ATTACHMENT TWO

TO ITEM 8.2.2

ORDINARY COUNCIL MEETING

5 MARCH 2009

LIST OF PAYMENTS MADE FOR THE MONTH ENDED 31 DECEMBER 2008

	\$1,718.20	\$55.40 61 400 FO	\$622.77	\$1,030.00	\$415.80	\$280.50	\$254.56	\$8,067.68	\$1,316.70	\$253.00	\$11,563.86	\$293,084.63	\$1,034.06	\$1,238.37	\$374.04	\$1,573.00	\$400.00	\$200.00	\$7,976.04	\$489.00	\$5,834.40	\$150.00	\$126.50	\$14,630.00	\$24.10	\$30,815.68	\$1,694.00	\$834.35	\$1,110.02	\$200.00	\$1,742.40	\$1,170.40	\$789.75	\$4,873.00	\$522.50	\$6,492.64	\$418.18	\$317.39	00.04)) }
Cheque Amount	Recycling Contractor - degas 142 units	Gas Supplies Foral cat transition and fox baiting	Cash Collection Fees	Training	Quarterly monitoring 1Jan to 31Mar 09	Purchase of Computer Software	Grease Gun	Site Operating - Dust suppression	Repairs to electrical fuse boxs	Program gate for Daylight savings	Landfill Design	Dump Truck Hire - Tender 13/89	Temporary Staffing	Cleaning for November 2008	Install a GPO for the dust monitoring machine	Consultancy	Waste Management Education Presentation	Bus Tour for Community Education	Purchase of various Equipments	Staff Uniforms	Contract Staff	Bus Tour for Community Education	Calcium Gluconate Gel Tube	Install Armco Rail & Litter Fencing	Electricity usage	Neerabup RRF Infrastructure	Preparation/Facilitation Financial Mgt Workshop	Repair water leak to underground pipe	Supply of Engine Oil	Reticulation Training Centre	Training	Megabins for Dust Monitoring Stations	Reimbursement of Petty Cash	Supply and fit the parts for heavy machineries	Purchase of Equipments	Frog Coin Banks for Waste Education Promotion	Safety glasses for RRF tour see IW	Expendable Tools	Cataring DAG mosting	
Description	ABA FRIDGE & WASHER SERVICE	ALINIA GAS	ARMAGUARD	Australian Institute of Management	CASTLE SECURITY & ELECTRICAL P	Corporate Express Australia Limited	COVENTRYS	DUSTEX	Electek	GLOBAL ELECTROTECH PTY LTD	GOLDER ASSOCIATES PTY LTD		Hays Specialist Recruitment (Australia) P/L	JASNEAT	Kitec Electrical Services	LAKE ANNE CONSULTANCY	Men of the Trees		MULTIPROGRAMMING PTY LTD	NNT UNIFORMS	QUINNS ROCK EARTHMOVING	Russ's Bus Tours	SIGMA CHEMICALS	SJM Fencing	SYNERGY	URS	W W CONSULTING PTY LTD	WANNEROO PLUMBING SERVICE	WesTrac Pty Ltd	Grant O'Brien	Australian Human resources Institute Limited	UNITED CRATE CO OPERATIVE	Mindarie Regional Council	CPS Wear Parts	Handi-Cart Trolley Centre	Absolute Promotions Pty Ltd	Blackwoods & Atkins	Bunnings Building Supplies	CANCELLED CHEQUE	8
Document No.	2744	2745	2747	2748	2749	2750	2751	2752	2753	2754	2755	2756	2757	2758	2759	2760	2761	2762	2763	2764	2765	2766	2767	2768	2769	2770	2771	2772	2773	2774	2775	2776	2777	2778	2779	2780	2781	2782	2784	2
Cheque Posting	3/12/2008	3/12/2008	3/12/2008	3/12/2008	3/12/2008	3/12/2008	3/12/2008	3/12/2008	3/12/2008	3/12/2008	3/12/2008	3/12/2008	3/12/2008	3/12/2008	3/12/2008	3/12/2008	3/12/2008	3/12/2008	3/12/2008	3/12/2008	3/12/2008	3/12/2008	3/12/2008	3/12/2008	3/12/2008	3/12/2008	3/12/2008	3/12/2008	3/12/2008	3/12/2008	4/12/2008	4/12/2008	5/12/2008	9/12/2008	9/12/2008	9/12/2008	9/12/2008	9/12/2008	9/12/2008) 1

Cheque Posting	Document No.	Description	Cheque Amount	
9/12/2008	2785	COATES HIRE	Hire of Equipment	\$3,985.31
9/12/2008	2786	COMMAND A COM	Purchase of Equipment	\$143.00
9/12/2008	2787	Cube Consulting Pty Ltd	Monthly Software Subscriptions November - June 09	\$1,573.00
9/12/2008	2788	DOMAIN CATERING	Financial Mgt Workshop - 21/11/08	\$532.26
9/12/2008	2789	Environment House Incorporated	Presentation by Rob & Brenda on composting program	\$660.00
9/12/2008	2790	FUJI XEROX AUST PTY LTD	Lease/Rental Charges	\$356.40
9/12/2008	2791	GCM Enviro Pty Ltd	Rubber buffer PL36	\$482.30
9/12/2008	2792	Grant O'Brien	Weir built to improve discharge to groundwater	\$1,100.00
9/12/2008	2793	GREENWORLD INDOOR GARDENS	Plant Services November	\$79.82
9/12/2008	2794	Hays Specialist Recruitment (Australia) P/L	Temporary Staffing	\$1,378.74
9/12/2008	2795	IW PROJECTS	Contract Labour	\$12,427.58
9/12/2008	2796	JOONDALUP OFFICE NATIONAL	Stationery supplies	\$382.07
9/12/2008	2797	KINROSS SUPA IGA	Cleaning supplies	\$390.03
9/12/2008	2798	Kitec Electrical Services	Electrical tagging workshop	\$2,984.89
9/12/2008	2799	LGIS WORKCARE	Workers Compensation Insurance	\$42,248.25
9/12/2008	2800	Magicorp Pty Ltd	Monthly subscription December 08	\$103.40
9/12/2008	2801	NATIONAL TYRES	Tyre puncture repair	\$508.75
9/12/2008	2802	Neverfail Springwater Ltd	Supply of water bottles	\$66.65
9/12/2008	2803	NEWCASTLE WEIGHING SERVICES PT	Provide Software support on Waste Man System	\$561.00
9/12/2008	2804	PIRTEK (MALAGA) PTY LTD	2x Drive motor hydraulic hoses for Tana 360	\$6,528.67
9/12/2008	2805	Print Acumen Pty Ltd	Printing of Business Cards	\$363.00
9/12/2008	2806	RELIANCE PETROLEUM	Purchase of Distillate Stocks	\$33,978.94
9/12/2008	2807		Earth Carers training DVD	\$780.00
9/12/2008	2808	STEVE'S MOBILE TYRE SERVICE	Puncture repair/callout Hino Truck	\$110.00
9/12/2008	2809	SUN CITY NEWS	Subscription Sun City News 2009	\$55.00
9/12/2008	2810	TOXFREE	Household Chemical Waste Collection	\$4,584.39
9/12/2008	2811	URS	Neerabup RRF Infrastructure	\$41,759.04
9/12/2008	2812	WA Local Government Association	Advertising Tender 13/91	\$12,456.20
9/12/2008	2813	Wanneroo Business Association	Sponsorships WBA Business Awards	\$2,200.00
10/12/2008	2814	CANCELLED CHEQUE	CANCELLED CHEQUE	\$0.00
10/12/2008	2815	John Bissett	Member Meeting Fees	\$3,500.00
10/12/2008	2816	Kathryn Thomas	Member Meeting Fees	\$3,500.00
10/12/2008	2817	Kerry Hollywood	Member Meeting Fees	\$3,500.00
10/12/2008	2818	Laura Gray	Member Meeting Fees	\$3,500.00
10/12/2008	2819	Peter Rose	Member Meeting Fees	\$3,500.00
10/12/2008	2820	Rob Butler	Member Meeting Fees	\$3,500.00
10/12/2008	2821	Rod Willox	Member Meeting Fees	\$10,000.00
10/12/2008	2822	Ron Sebrechts	Member Meeting Fees	\$3,500.00
10/12/2008	2823	Russ Fishwick	Member Meeting Fees	\$3,500.00
10/12/2008	2824	CANCELLED CHEQUE	CANCELLED CHEQUE	\$0.00
10/12/2008	2825	Corinne MacRae	Member Meeting Fees	\$4,250.00

Posting	Document No.	Description	Cheque Amount	
Date				
10/12/2008	2826	Dot Newton	Member Meeting Fees	\$3,500.00
10/12/2008	2827	Leonie Getty	Member Meeting Fee - 3 July 2008	\$280.00
10/12/2008	2828	Paul Miles	Member Meeting Fees	\$3,500.00
10/12/2008	2829	HSE Control Pty Ltd	TP Environmental Management Program 2008-2009	\$8,419.22
12/12/2008	2830	A1 ROADLINES PTY LTD	Line marking consumables	\$355.27
12/12/2008	2831	AIR LIQUIDE WA PTY LTD	Industrial Oxygen/Acetylene	\$167.49
12/12/2008	2832	Alance Newspaper & Magazine Delivery	Periodicals/ Publications	\$118.80
12/12/2008	2833	AUSTRALIA POST - JOONDALUP	Postages	\$287.66
12/12/2008	2834	Blackwoods & Atkins	Bolts/nuts Supplies	\$4,294.79
12/12/2008	2835	BOBJANE TMART	Tyre puncture repair	\$25.00
12/12/2008	2836	Bunnings Building Supplies	Expendable Tools	\$15.60
12/12/2008	2837	BUSINESS NEWS	Subscriptions	\$350.00
12/12/2008	2838	Cabcharge Australia Ltd	Travelling Expenses	\$804.38
12/12/2008	2839	CALTEX AUSTRALIA PETROLEUM PTY	Fuel and Oil	\$471.66
12/12/2008	2840	CLEAN SWEEP	Road Sweeping 4/11/08	\$2,646.89
12/12/2008	2841	COATES HIRE	Hire of Art/Boom	\$460.02
12/12/2008	2842	COMMAND A COM	Supply of telephone equipments	\$3,494.48
12/12/2008	2843	DELOITTE	Preparation and presentation at Financial Management Workshop	\$16,376.25
12/12/2008	2844	FUJI XEROX AUST PTY LTD	Service charges for photocopier	\$666.10
12/12/2008	2845	IFAP	Forklift course	\$375.00
12/12/2008	2846	JASNEAT	Cleaning Services	\$257.40
12/12/2008	2847	Keyfast Bulk Haulage	Crushing of Limestone at Tamala Park	\$116,116.22
12/12/2008	2848	Leederville Sporting Club	Waste Management Education Hall hire fee	\$100.00
12/12/2008	2849	LGIS LIABILITY	Insurance Premium	\$21,047.40
12/12/2008	2850	Menaglio Security & Communication	Building Security reboot, realign Rec and W/bridg	\$220.00
12/12/2008	2851	MERCURY	Courier services	\$409.13
12/12/2008	2852	MPL Laboratories	Water Analysis	\$370.70
12/12/2008	2853	NATIONWIDE OIL	Recycling Contractors	\$437.25
12/12/2008	2854	ORS GROUP	EAP Consultancy	\$143.00
12/12/2008	2855	RELIANCE PETROLEUM	Purchase of Distillate Stocks	\$6,576.35
12/12/2008	2856	SBS Sims Group	E-Recycling Contractor	\$3,478.20
12/12/2008	2857	SCOPE BUSINESS IMAGING	Copy Cost Service Plan - Photocopier	\$711.83
12/12/2008	2858	SYNNOTT MULHOLLAND MANAGEMENT	Waste Education Consultancy	\$11,396.00
12/12/2008	2859	TELSTRA	Telephone Expenses	\$378.81
12/12/2008	2860	The Hire Guys - Joondalup	Hire of Ride on mower	\$1,760.00
12/12/2008	2861	TOXFREE	Recycling Contractors HCW Pickup	\$20,315.90
12/12/2008	2862	TRANEN PTY LTD	Bushland Management	\$6,958.60
12/12/2008	2863	Ventouras Advertising & Design	Education Displays	\$5,269.00
12/12/2008	2864	W W CONSULTING PTY LTD	Supply and Delivery of a Compactor RFT 13/91	\$16,742.00
12/12/2008	2865	WA Local Government Association	Advertisements for Recruitment, Tender and Etc	\$7,632.58
12/12/2008	2866	WESTERN DIAGNOSTIC PATHOLOGY	Wellness Programs	\$96.25

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Posting	No.	Description	Cheque Amount	
Date	<u>.</u>			
12/12/2008	2867	WHK Horwath	Audit Fees	\$8,250.00
12/12/2008	2868	WILSON SECURITY	Building Security - November 08	\$1,279.83
16/12/2008	2869	Kev's Mechanical Services	Repair of TANA 400	\$17,281.31
17/12/2008	2870	Better Digital Communications	Replacement of Lost Cheque	\$145.00
17/12/2008	2871	City of Joondalup	Lease Fee Lot 118 Marmion Avenue for January 2009	\$8,383.37
17/12/2008	2872	City of Perth	Lease Fee Lot 118 Marmion Avenue for January 2009	\$4,191.68
17/12/2008	2873	City of Stirling	Lease Fee Lot 118 Marmion Avenue for January 2009	\$16,766.73
17/12/2008	2874	City of Wanneroo	Lease Fee Lot 118 Marmion Avenue for January 2009	\$8,383.37
17/12/2008	2875	Town of Cambridge	Lease Fee Lot 118 Marmion Avenue for January 2009	\$4,191.68
17/12/2008	2876	Town of Victoria Park	Lease Fee Lot 118 Marmion Avenue for January 2009	\$4,191.68
17/12/2008	2877	Town of Vincent	Lease Fee Lot 118 Marmion Avenue for January 2009	\$4,191.68
18/12/2008	2878	Mindarie Regional Council	Waste Management Education	\$491.60
19/12/2008	2879	BRYANT MEDIA	Communication Program	\$25,924.80
19/12/2008	2880	Contatore Engineering	Service of Tana	\$3,685.00
19/12/2008	2881	COVENTRYS	Various workshop supplies	\$570.32
19/12/2008	2882	Devco Holdings Pty Ltd	Final payment for Admin Extension Building	\$142,423.69
19/12/2008	2883	Hays Specialist Recruitment (Australia) P/L	Temporary Staffing	\$1,378.74
19/12/2008	2884	INFORMATION OUTLOOK	Navision system maintenance	\$1,188.00
19/12/2008	2885	JOONDALUP OFFICE NATIONAL	Stationery supplies	\$28.45
19/12/2008	2886	JOONDALUP RESORT	CEAG meeting expense 12 November	\$668.00
19/12/2008	2887	KINROSS SUPA IGA	Staff Amenities	\$147.94
19/12/2008	2888	MEEC	Neerabup R.R Site bore - relocate	\$1,202.30
19/12/2008	2889	MULTIPROGRAMMING PTY LTD	Digi Portserver TS 2-port	\$2,469.14
19/12/2008	2890	PIRTEK (MALAGA) PTY LTD	Renew Hydraulic hose for Skid Steer Loader	\$257.79
19/12/2008	2891	Proton Promotional Advertising	Promotional T Shirt for Waste Education Program	\$683.10
19/12/2008	2892	QUINNS ROCK EARTHMOVING	Contract Labour	\$4,646.40
19/12/2008	2893	SMB ELECTRICAL SERVICES	To supply and install the new generator	\$105,325.00
19/12/2008	2894	UHY HAINES NORTON	Miscellaneous parts for new generator	\$385.00
19/12/2008	2895	WOODHOUSE LEGAL	Establishment agreement review	\$11,252.73
19/12/2008	2896	Asteron Portfolio Services	Superannuation Contributions	\$307.83
19/12/2008	2897	HESTA SUPER FUND	Superannuation Contributions	\$384.96
19/12/2008	2898	Portfoliofocus - Premium Retirement Services	Superannuation Contributions	\$2,213.70
19/12/2008	2899	WALGS PLAN PTY LTD	Superannuation Contributions	\$31,667.40
19/12/2008	2900	WESTSCHEME	Superannuation Contributions	\$610.20
19/12/2008	2901	Health Insurance Fund of WA	Staffs health insurance contributions	\$176.70
19/12/2008	2902	Steed Farrell	Member Meeting Fees	\$3,500.00
22/12/2008	2903	Bunnings Building Supplies	Miscellaneous Workshop Supplies	\$146.70
22/12/2008	2904	Davro Interiors	Furniture for new Administration Extension	\$68,238.50
22/12/2008	2905	DELOITTE	Financial Modelling Work presentation at Financial Mgt Wksp	\$11,144.26
22/12/2008	2906	DOMAIN CALEKING	Catering for Waste Education Program	\$352.00
0007/71/77	7067	DUN & BRADSIREEI AUSIRALIA PIL	о в кероп	\$Z44.97

	\$100.51	\$25,325.30	\$2,040.00	\$9,473.86	\$1,378.74	\$291.31	\$290.52	\$158,025.14	\$150.00	\$5,011.39	\$132.05	\$1,251.00	\$13.16	\$64.79	\$9,820.25	\$644.02	\$5,274.01	\$32,209.93	\$2,814.52	\$3,692.92	\$290,682.42	\$5,269.00	\$617.75	\$73,306.97	\$3,642.00	\$2,017,712.45	\$399.80	\$47.81	\$594,174.15	\$150.00	\$2,394.54	\$15.00	\$12,083.31	\$0.00	\$0.00	\$150.00	\$11,420.05	\$5,000.00	\$3,799.21 \$221.00))
Cheque Amount	Staff Amenities	RRF - Construction Period Advice	Venetian Blinds for new Administration extension	Landfill Design	Temporary Staffing	Various Devices for Electronic Timesheet testing	Various stationery supplies	Crushing of limestone at Tamala Park	Bus Tour - Waste Management Education	Wasteman Upgrade Project	Supply of water bottles	Telephone Expenses	Advertising & Promotions Yellow page directory	Stationery and Printing	Waste Education Strategy	Telephone Expenses	Reimbursement of Lease Expenses	Neerabup RRF Infrastructure	Service and maintenance of Dozer	Advertisement - 2009 Meeting dates	Equipment Hire - Dozer	Educational Displays	Petty Cash Reimbursements	Progress claim No. 3 Transfer Station Upgrade - Tender 13/87	Furniture fitout for Governance & Records		Quarterly business charges	National Online Fee	Loan 12 Repayment	Bill Drawdown Fee	Credit Card for December 08	Stop Payment Fee	Loan Facility Fee	Cancelled	Cancelled	Bill Drawndown Fee	Loan10 Interest payment (\$2.6M)	Loan Facility Fee	Loan 10 Interest payment (\$1.0M) Account Keening Fee	
Description	DZOLV PRODUCTS	FREEHILLS		GOLDER ASSOCIATES PTY LTD	Hays Specialist Recruitment (Australia) P/L	INFORMATION OUTLOOK	JOONDALUP OFFICE NATIONAL	Keyfast Bulk Haulage	MINDARIE BUS CHARTER	MULTIPROGRAMMING PTY LTD	Neverfail Springwater Ltd	OPTUS COMMUNICATIONS	Sensis Pty Ltd	SHERIDAN'S FOR BADGES	SYNNOTT MULHOLLAND MANAGEMENT	TELSTRA	Town of Victoria Park	URS	WesTrac Pty Ltd	WA Local Government Association	Great Southern Sands	Ventouras Advertising & Design	Mindarie Regional Council	Devco Holdings Pty Ltd	HOPKINS J & K	Total Cheque Payments	linet Limited	National Australia Bank	Commonwealth Bank of Australia	National Australia Bank	National Australia Bank	National Australia Bank	National Australia Bank	Cancelled	Cancelled	National Australia Bank	Commonwealth Bank of Australia	National Australia Bank	Commonwealth Bank of Australia National Australia Bank	
Document No.	2908	2909	2910	2911	2912	2913	2914	2915	2916	2917	2918	2919	2920	2921	2922	2923	2924	2925	2926	2927	2928	2929	2930	2931	2932		DP-00171	DP-00172	DP-00173	DP-00174	DP-00175	DP-00176	DP-00177	DP-00178	DP-00179	DP-00180	DP-00181	DP-00182	DP-00183 DP-00184	
Cheque Posting	22/12/2008	22/12/2008	22/12/2008	22/12/2008	22/12/2008	22/12/2008	22/12/2008	22/12/2008	22/12/2008	22/12/2008	22/12/2008	22/12/2008	22/12/2008	22/12/2008	22/12/2008	22/12/2008	22/12/2008	22/12/2008	22/12/2008	22/12/2008	22/12/2008	22/12/2008	24/12/2008	24/12/2008	24/12/2008		19/12/2008			15/12/2008		22/12/2008 [29/12/2008 [29/12/2008 31/12/2008	

Cheque Posting Date	Document No.	Description	Cheque Amount	
		Total Direct Payments	\$62	\$629,854.87
5/12/2008 EFT-00167B 19/12/2008 EFT-00168 22/12/2008 EFT-00169	FT-00167B FT-00168 FT-00169	Payroll Employee Wages Payroll Employee Wages AUSTRALIAN TAXATION OFFICE Total EFT Payments	Stayroll Employee Wages Payroll Employee Wages \$14AUSTRALIAN TAXATION OFFICE \$33	\$97,763.02 \$75,879.47 \$147,956.00 \$321,598.49
		Grand Total	\$2,96	\$2,969,165.81
		Summary Schedule of Payments		
		Cheque Payments Cheque No.2744 to 2932	\$2,01	\$2,017,712.45
		Electronic Payments DP-00171 to DP-00184 EFT-00167B to EFT-00169	\$62 \$33	\$629,854.87 \$321,598.49
		Grand Total	\$2,96	\$2,969,165.81
		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 5 March 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.	oayment, covering vouchers as above which was 2009 has been checked and is fully supported rewith and which have been duly certified as es and as to prices, computations, and	
		CHIEF EXECUTIVE OFFICER		

ITEM 8.2.3 MINDARIE REGIONAL COUNCIL STAKEHOLDER CONSULTANT

STUDY - CONSULTANT REPORT

File No: CMR/8

Attachment(s): 1. Stakeholder Consultant Study - Consultant Report

Author: Kathleen van Son (formerly Ferridge)

SUMMARY

The purpose of this item is to provide Council with the results of the recently obtained 2008 Stakeholder Engagement Study. The study was undertaken by consultant Ms Lisa Lough of CATALYSE®.

BACKGROUND

Mindarie Regional Council (MRC) exists to provide effective, cost efficient and environmentally sound waste and other resource management services for the benefit of the region.

To fulfil its mission, Council has identified four objectives in its Strategic Plan 2004-2009:

Resource Management Resource Business Creation Industry Leadership Organisational Management

Within these objectives, one of the key outcomes Mindarie Regional Council seeks to achieve is to have an 'informed and engaged community'.

To do this, Mindarie Regional Council intends to develop and facilitate community engagement and education programmes. Mindarie Regional Council invited CATALYSE® to assist with the development of a stakeholder engagement study to assist in achieving this outcome.

DETAIL

The intent of the study is to evaluate the needs, expectations and perceptions of performance among Mindarie Regional Council's key stakeholder groups. These groups are defined as follows:

Mindarie Regional Council Member Councils

Mindarie Regional Council Staff

Landfill Drivers (LGAs / private industry)

Transfer Station & Recycling customers

General public

School Teachers (K-12)

Special interest groups

Other Regional Councils in WA

Review Progress

In 2005 Mindarie Regional Council conducted the first Stakeholder Engagement Study utilising equivalent statistical processes. The decision to commence a review and evaluate needs and expectations in 2008 is based on the development of the MRC Resource Recovery Facility, expansion of the Marketing and Education portfolio, the need for a future landfill site and further resource recovery facilities.

The 2008 study highlights the improvements and progress made by Mindarie Regional Council as demonstrated by the attached Consultant Report.

The key proposed actions to be addressed as a result of this study, are to address the needs of the following:

- Stakeholder groups
- MRC staff
- Commercial customers
- Tamala Park users
- CEAG
- Community
- WESSG
- Teachers
- Volunteers
- Peak bodies eg: MWAC
- Other Regional Councils

CONSULTATION

Consultation has occurred with Ms Lisa Lough of CATALYSE®.

STATUTORY ENVIRONMENT

Not applicable

POLICY IMPLICATIONS

Approved studies will form part of Council's future business plans.

STRATEGIC IMPLICATIONS

The strategic intent of this study is to better understand the needs, expectations and perceptions of Mindarie Regional Council's key stakeholders.

This information will assist with strategic planning and, ultimately, the achievement of Mindarie Regional Council's vision: "to be foremost in the provision and development of waste and other resource management services".

The information collected will also assist with the development and implementation of the Strategic Waste Management Plan.

COMMENT

The Mindarie Regional Council has commenced the process of the review of the Stakeholder Engagement Study. This newly created report is now submitted for Council consideration and approval.

RECOMMENDATION

That Council note the information contained in the Attachment One to this Item.

ATTACHMENT ONE

TO ITEM 8.2.3

ORDINARY COUNCIL MEETING

5 MARCH 2009

STAKEHOLDER CONSULTANT STUDY

CONSULTANT REPORT

CATALYSE

STAKEHOLDER ENGAGEMENT STUDY MINDARIE REGIONAL COUNCIL

COUNCIL REPORT

December 2008

Introduction and research method	(C)
	4
Community Attitudes & Behaviour	6
	16
Satisfaction with Waste Services_	19
Perceptions of Mindarie Regional Council	22
Proposed Actions and Strategies	29

Introduction and research method

- In 2008 CATALYSE® was commissioned to assist Mindarie Regional Council with a Stakeholder Engagement Study.
- The strategic intent of this study was to better understand the needs, expectations and perceptions of Mindarie Regional Council's key stakeholders.
- The various stakeholder groups and methodologies used to consult with each group are tabled to the right.
- It is intended that the information gathered in this study will assist with strategic planning and decision-making and, ultimately, the achievement of MRC's vision: to be foremost in the provision and development of waste and other resource management services. The results will also assist with the development and implementation of the Strategic Waste Management Plan.

Stakeholder Group	Methodology O M D D
Member Councils	Online survey (n= 10) X S S S S S S S S S S S S S S S S S S
WESSG	Online survey (n= 5) 요요
MRC Staff	Self-completion survey (n= 2전) Z
Landfill Drivers	区 (n= 37) 所 O 円 O
Transfer Station Customers	크 줄 Intercept survey (n= 101) 줄 줄 금
Recycling customers	S S S S S S S S S
Top 10 Debtors	コ In-depth interview (n= 9) の '
General public	o Phone survey (n= 718) <mark>S</mark>
School Teachers (K-12)	3 focus groups D
Special interest groups	In-depth interviews (n=3) $\overset{\hbox{\scriptsize G}}{\circ}$
Other Regional Councils	ப a B B B
CEAG	Member workshop



Strategic Insights

Community Attitudes and Behaviour

- Greater promotion needed to raise the profile and perceived importance of waste.
- Considering that water is still regarded to be the most important environmental issue, we can learn from the Water Corporation's success. In this regard, suggest that a state-wide marketing and communications plan is needed to promote clear and consistent messages about waste.
- Possibly link waste related messages to 'climate change' which is topical and regarded to be more important than waste.
- The recycling message is getting through.
- Councils have responded to community need for recycling bins, and households are responding by recycling waste.

MINDARIE REGIONAL COUNCIL ORDINARY COUNCIL MEETING

- There is a clear link between the supply of recycling bins and more sustainable waste behaviour.
- In 2005, around 23% of households (excluding the City of Stirling) had a recycling bin. This jumped to 86% in 2008.
- In 2003, around 23% of nouserlonds (excluding the City of Sulfing) had a recycling bill. This juriped to 80% in 2006.

 In the same time, households reported that the amount of paper, glass and cans being recycled in their homes rose from around 36% to 80% (on average).
- Continued education required on contamination and reducing waste.
- - Relatively small numbers of households compost at home, and even fewer households are aware that Councils sell compost bins and worm farms.
- It also seems that households could reduce waste by making more effort to choose goods with less packaging.
- To encourage more sustainable waste behaviour respondents claim they need better services (such as recycling bins, larger recycling bins). or more frequent collections), supported by better information (about how to dispose of waste, what happens to waste and the benefits of recycling) along with incentives.
- reduce' waste. While many have heard the message 'reduce, reuse and recycle', it's not clear that they really understand the difference between these terms. So a state of the message is a state of the environment, followed by morals (doing the right thing). With most people still discussing 'recycling' as the way to be more sustainable, this supports the need for greater emphasis on what households can do to in reduce, waste. While many have heard the message 'reduce, reuse and recycle', it's not clear that they really understand the difference to be the greatest motivator for behaving sustainably appears to be the environment, followed by morals (doing the right thing).



Waste Education and Communication Strategic insights relating to

- While MRC has been fairly effective with its communications, there is definitely scope to work more closely with schools to improve washed education.

 In relation to communications, almost 1 in 3 respondents remember seeing signage on Marmion Avenue for Tamala Park, and 1 in 5 resalts seeing MRC's newsletters or advertisements / articles in their local newspaper.

 The message they are most likely to recall is 'reduce, reuse, recycle', followed by 'reducing the amount of waste going to landfill can cup 2 on greenhouses gases and slow down the rate of climate change' then 'keep household hazardous waste out of your household bin'.

 The message they are most likely to recall is 'reduce, reuse, recycle', followed by 'reducing the amount of waste going to landfill can cup 2 on most provided by the same of climate change' then 'keep household hazardous waste out of your household bin'.

 The message they are most likely to recall is 'reduce, reuse, recycle', followed by 'reducing the amount of waste going to landfill can cup 2 on most provided by 'reducing the amount of waste going to landfill can cup 2 on most provided by 'reducing the amount of waste and students is head 2 on most provided by the second by among those with an interest in sustainability).
- Waste Wise and other groups) and to establish a local teacher reference group (or network) that will assist with the development, sharing Teachers are keen for MRC to provide a more 'local focus' on waste management (to complement the broad focus on waste provided by and promotion of teaching resources.

Strategic insights relating to

- MRC is generally well liked with perceptions improving over the past few years.

 MRC is regarded as a proactive organisation with strengths in waste management, network creation, community engagement and edugation. A man with strengths in waste management, network creation, community engagement and edugation.

 While it is acknowledged that MRC is moving in the right direction, there are opportunities to respond to threats and continue improving a management and retaining support from Member Councils, staff recruitment and retention, financial and particular in the management, health and safety, land supply and securing customers for bulk recycled / recovered waste.

 To improve, stakeholders suggest MRC:

 Shows stronger leadership and is more influential.
- Is even more progressive taking sustainable waste management to the next level.
- Encourages a more cohesive, joint and standardised approach for managing waste and statistical reporting across the region.
- Has better governance with more effective and efficient decision-making.
- Strengthens its position as a provider of leading-edge technologies that are environmentally friendly and follow world best practice.
- Provides better value for money
- Strives for higher and more consistent levels of customer service.
- S Levels of job satisfaction also appear to be increasing with staff particularly satisfied with the presence of humour in the workplace, daydo day management and access to equipment and resources to perform their job well.
- The main suggestions for improvement, among staff, relate to salary and wages, team spirit in the workplace and customer knowledge of waste management.

- Satisfaction with Tamala Park is very high, and greatly improved over the past few years.

 Top performing areas include opening hours, signage and directions on site (among Transfer Station customers), road conditions (among Day Recycling Centre customers), the weighbridge, queuing times and the payment process (among Landfill Drivers).

 The main areas for continued improvement include:

 Value for money (especially among top 10 debtors)

 Signage and directions on site (more likely to be recognised by MRC staff)

 Signage and directions (especially for Landfill customers)

 Sorting of rubbish

- Wash down area
- **Dust levels**
- Odours
- The selection and pricing of recycled goods
- S There are also opportunities to improve awareness and usage of Tamala Park and the range of services offered, in particular, the Recogning Centre and services for disposing of hazardous household waste.
- 58% of respondents in the general public had heard of Tamala Park and 18% had been to Tamala Park before.
- Proximity to Tamala Park has a direct impact on levels of awareness and use, with those living in the City of Joondalup and City of Wanneroo more likely to have heard of and visited Tamala Dark hafers. heard of and visited Tamala Park before.
- ਜ இத் concern, just 20% of transfer station customers visited the Recycling Centre on their way into Tamala Park to drop off goods that coul be ige-used or recycled.
- What changes can be made to signage, road layout, staff communications, etc to encourage greater on-site recycling by transfer station customers?



Attitudes & Behaviour Community

KEY FINDINGS

Perceived importance of waste compared to other environmental issues

37%

Water

23%

Climate change

16%

gas emissions Green-house

15%

Energy

%6

Waste

ITEM 8.2.3

% of respondents

Among general public

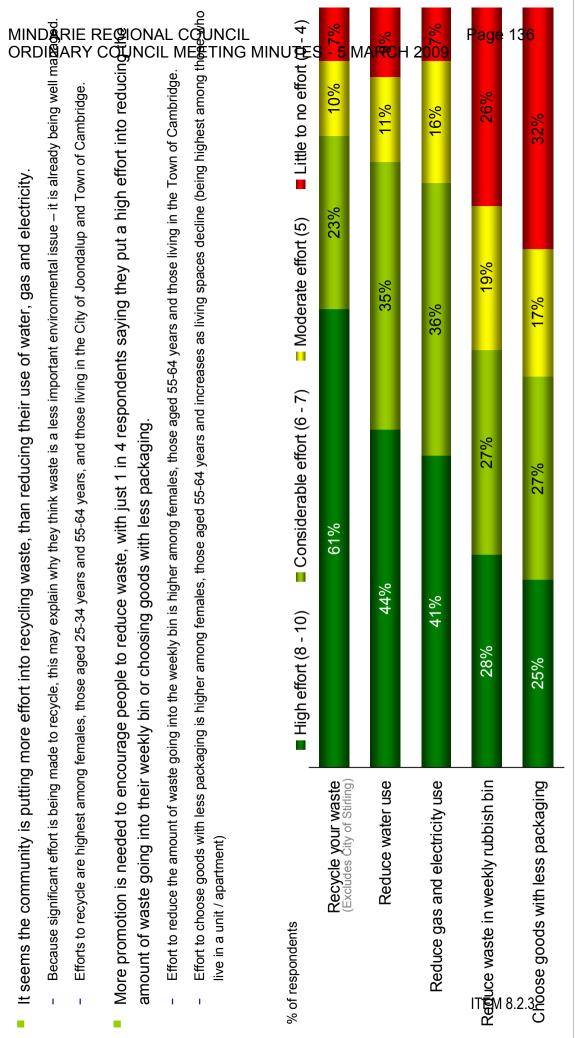
 Waste is being over-shadowed by other environmental considerations, mainly water followed by climate change.
 The perceived importance of water increases with age, and is a higher among females.
 The perceived importance of climate change and energy is higher among younger respondents, and decreases with age.
 When it came to waste, there were no real stand-out demographic variances, other than those with a diploma or advanced diplomare. were slightly more likely than others to consider waste as the∯nost important issue.





Effort to act sustainably

Among general public



When answering, please provide a rating out of 10, where 10 is the maximum effort possible and 0 is no effort at all. How much effort would you say that you are making to: Q. I'm going to read out a list of behaviours that require some effort to change. For each one, please consider how much effort you are making to change your behaviour. Base: Respondents who provided a valid response, excludes don't know (n = varies)



Waste behaviours

Main mentions among general public

OS Many people are still behaving unsustainably by disposing of green waste, batteries, pesticides and electronic waste in the their weekly big.

	Green waste	Batteries	Paints and pesticides	Unwanted household goods	Unwants Bectrod
Throw away / dispose of in regular weekly bin	39%	46%	22%	2%	EGI OU
Wait for verge-side collection	22%	4%	4%	(%89)	ON/28/00
Take to Tamala Park / rubbish disposal site myself	3%	%9	%8	%8	
Balcatta Recycling Centre / Balcatta Transfer Station / Balcatta Green Waste Facility	2%	2%	%6	3%	CO MEB %
Wanneroo garden waste recycling facility	3%				UN ETIN
Give away to charity / arrange charity to collect				28%	CIL VG VG
Compost / Mulch / Put on garden	(19%)				MIN
RAC / Mechanic		2%			IUT
Take back to shop					ES%2
Don't have this type of waste	%8	13%	44%	%9	25% <mark>'</mark> ,

Sposing of green waste in the weekly bin is higher among those aged 65+ (52%), those living in a stand-alone house (41%) or townhause (47%) and those with a diploma / adv dip (53%).

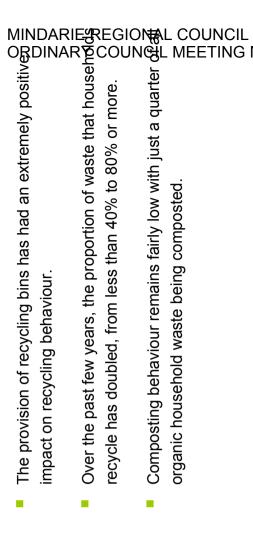
Disposing of paints and pesticides in the weekly bin is higher among 15-24 years olds (33%), those living in a duplex (34%) or a flat (2 8%) and those who live in the Town of Cambridge (34%).

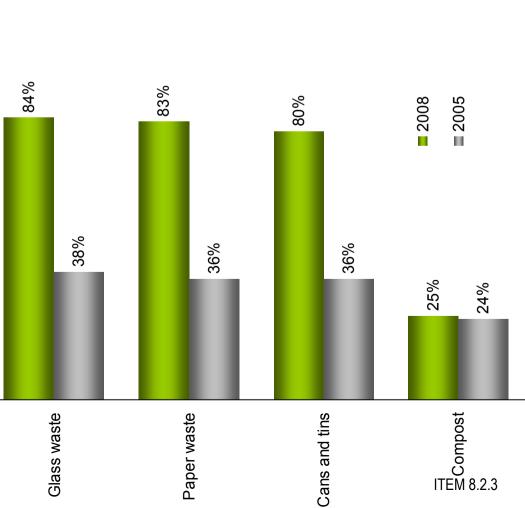
可 While it is pleasing to see the proportion of respondents putting batteries in their weekly bin has decreased slightly from 54% in 2005 to 40% 我们间 it is pleasing to see the proportion of respondents putting batteries in the weekly bi的 2008, a challenge remains to change this behaviour, especially among 15-34 year olds (around 60% put their batteries in the weekly bin).

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Recycling behaviour Among general public

Average proportion of waste recycled

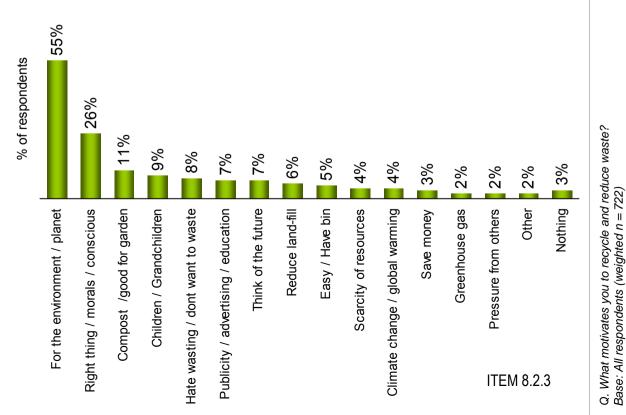








Motivators for acting sustainably Spontaneous mentions among general public



- The environment appears to be the greatest motivator for recommend and reducing waste.

 While the environment is the strongest motivator across all segments and beginning in the Town of Vincent (43%) appeared a little less motivated by the environment.

 The next biggest motivator for recycling and reducing waste by the moral obligation, knowing that they are 'doing the right thing' and motivator.

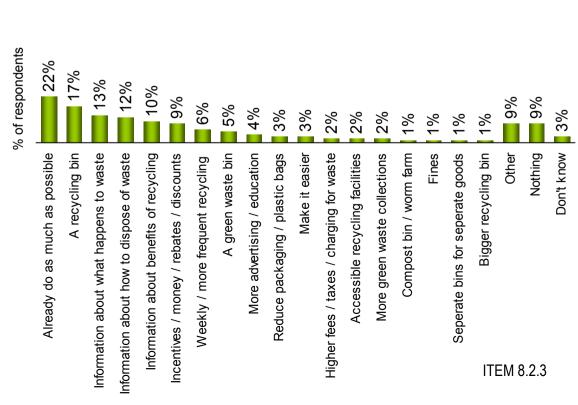
 Those living in the Town of Vincent (35%) were more likely to mention and a motivator.
- and grandchildren and not wanting to waste anything (along 🖼th Other motivators include being able to compost, for the child麐n others as illustrated in the chart).
- recycling and reducing waste (mentioned by 17% of families with youதூer For those with younger children, their children were a bigger motivatanfor RCH 2009 children compared to 9% of respondents overall).

Page 139





Strategies to help people act more sustainably Spontaneous mentions among general public



- When asked what would help or encourage people in their ask household to recycle or reduce waste further, the most competence response was that they are already doing as much as possibe in they are already doing as much as possibe in the second of the se
- Those aged 65+ (41%), living in the Town of Cambridge (34%), with A A School education (30%) and with a disability or impairment (37%) wellower in school education (30%) and with a disability or impairment (37%) wellower it is a single of the say they already do as much as possible.

 Those living in townhouses (8%) were less likely to say they are already doing as much as they can.
- The most popular strategies that MRC and its member cound系表an act on related to:
- Providing a recycling bin or more frequent recycling collections.
- Providing more information about how to dispose of waste, what happens to waste and the benefits of recycling.
- Providing incentives.
- Recycling bins received more mentions by people living in duplexes (45%) and by a greater proportion of people living in the City of Stirling (30%), Town of Victoria Park (25%) and City of Perth

Page 140

Education & Communication

KEY FINDINGS

Recall of campaign messages Among general public

% of respondents Reduce, reuse, recycle

down the rate of climate change Reducing the amount of waste greenhouses gases and slow going to landfill can cut

%99

waste out of your household bin Keep household hazardous

43%

Before you put waste in the bin, go and whether you're making think about where it's going to the right decision Think about waste as a valuable resource

26%

Every moment matters

22%

A Resource Recovery Facility is that will turn waste into compost being constructed in Neerabup and ivert waste from landfill

18%

A new Earth Carers program has been launched in the region

%



- out of your household bin'
 - Those living in the City of Perth are less likely to recall this message (27%
- Other noteworthy variances include:
- Younger respondents are generally more likely to be aware of the messages especially 'every moment matters'. Around 44% of 15-24 year olds recalbevery moment matters'.
- Those living in the Town of Vincent (9%) are less likely to recall 'every managent matters'. O Those in the City of Wanneroo are more likely to recall 'think about waste as a
- valuable resource' (38%).

 People aged 55-64 years are more likely to be aware of the Resource Recovery.
- - Facility in Neerabup (32%).

 The standard of any of these campaigns.





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Feedback and suggestions from teachers

- Many teachers from Kindergarten to Year 12 focus on teaching kids about waste and sustainability.
- The key message they aim to communication relates to "reduce, reuse, recycle"
- As students get older there is a shift in emphasis from teaching kids about how to behave sustainably (by recycling, composting, etc) to thinking about the consequences of their actions (and those around them)
- Teachers say there are 'heaps' of teaching resources available.
- Sources include Captain Clean-up, Waste Wise Schools Program, Australian Sustainable Schools Initiative (AuSSI) and Keep Australia Beautiful.
- Few teachers spontaneously mentioned MRC or their local government authority.
- There is low awareness of MRC and its activities (including Tamala Park, the RRF, MRC website, educational materials and tours)
- Teachers enthusiastically offered suggestions for improvement, including:
- Create an online portal for teachers to access and share information.
- Form a local 'Teacher Reference Group' and support them to develop educational teaching resources and promote MRC in schools.
- Develop locally-focused resources (considered to be of greater interest and relevance for students)
- Create resources (lesson plans, worksheets, activities, etc) designed for different age groups.
- Run competitions to get students to create resources (posters, brochures, stories, websites, etc).
- Create interactive resources, games, activities, etc. Sheets of paper are considered to be boring.
- Create a website with pages, language and activities that target children of all ages.

ITEM 8.2.3

Satisfaction with Waste Services

KEY FINDINGS

Satisfaction with waste services Among the general public

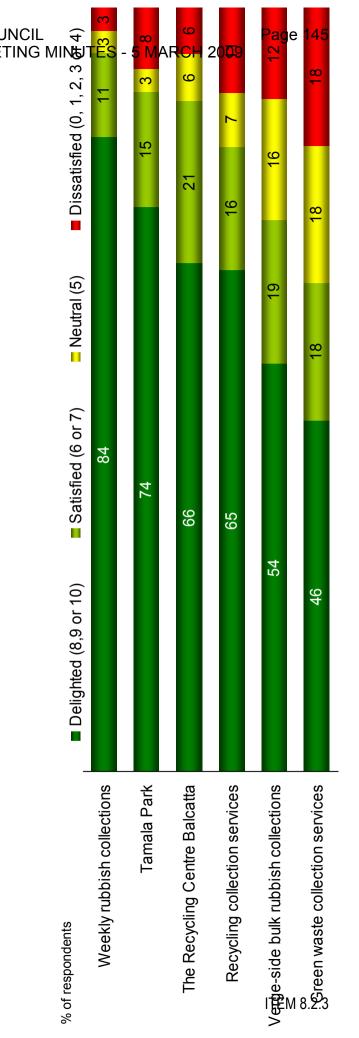
- Generally, residents are delighted with weekly waste collections.

 Satisfaction is highest in the City of Joondalup, City of Wanneroo and Town of Cambridge (all around 90% delighted), followed by the Town of Vincent (87%) and City of Stirling (75% delighted) and City of Perth (77%).

 Satisfaction is lowest in the City of Stirling (75% delighted) and City of Perth (77%).

 Among those who are familiar with Tamala Park and the Recycling Centre Balcatta, levels of satisfaction are also relatively high.

 Construction and Stirling (75% delighted) and green waste collections, there is scope to improve in these areas with responded to the collection and the collection are satisfied with recycling.
- suggesting that this could be achieved by providing more regular collections.

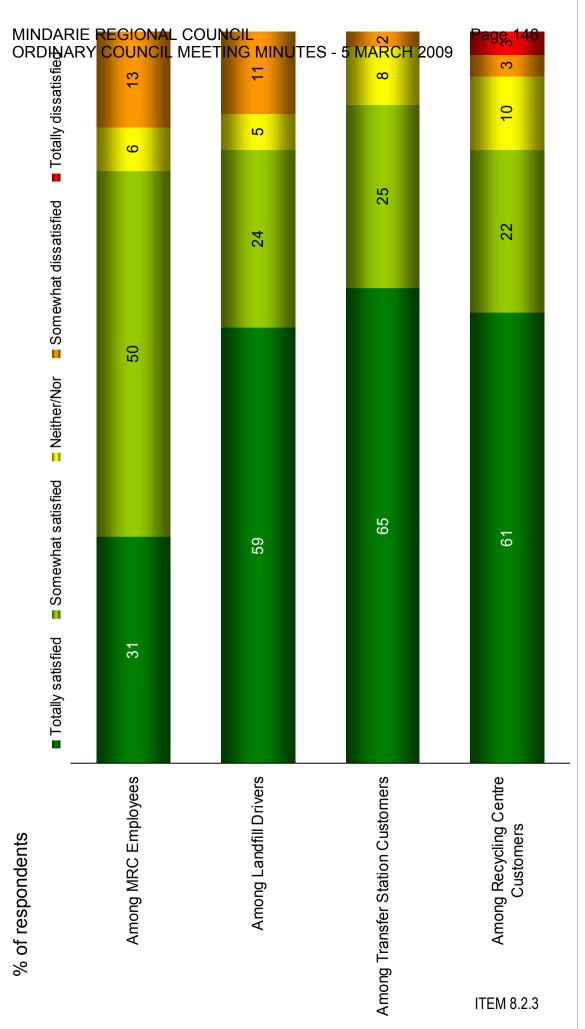


Q. How satisfied are you with the following waste services? Please give a rating out of 10, where 10 is totally satisfied and 0 is totally dissatisfied. Base: Respondents who provided a valid response, excludes don't know (weighted n = varies)



Satisfaction with Tamala Park

Among MRC employees, Landfill Drivers, Transfer Station Customers and Recycling Centre Customers

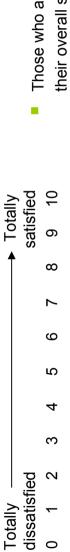




Mindarie Regional Council Perceptions of

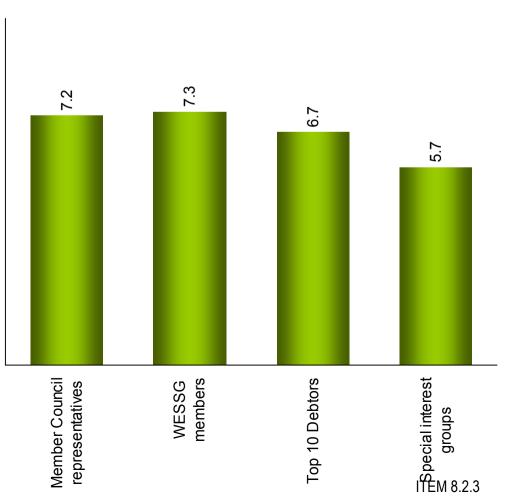
KEY FINDINGS

Overall perceptions of MRC among key stakeholders Mean rating out of 10



Those who are more familiar with MRC were asked to their overall satisfaction with the organisation.

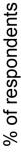
It seems that representatives from the Member Counties and those involved with WESSG are slightly more satisfied than MRC's top 10 debtors and representatives from the Member special interest groups.

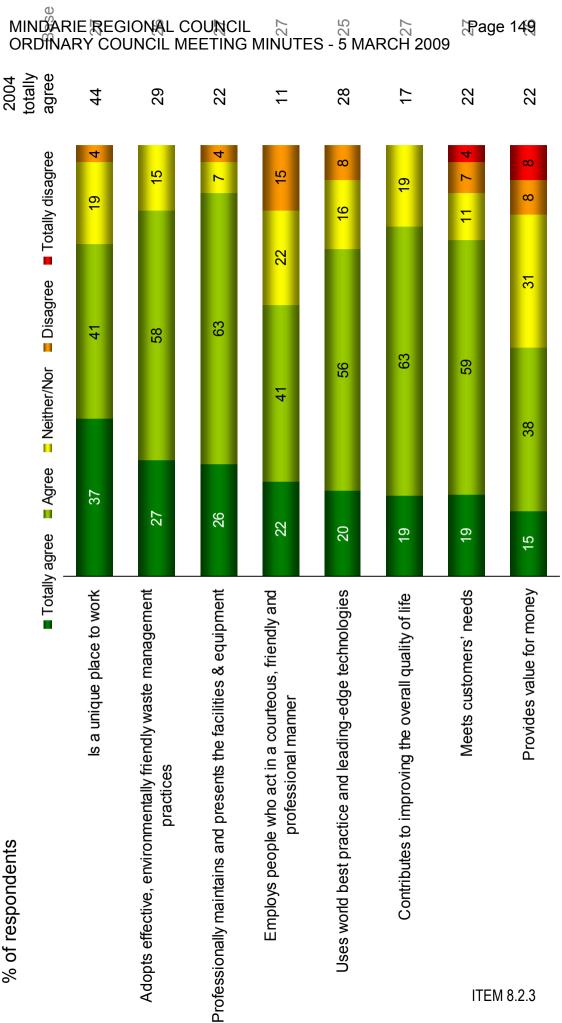




Descriptions of Mindarie Regional Council

Among MRC staff





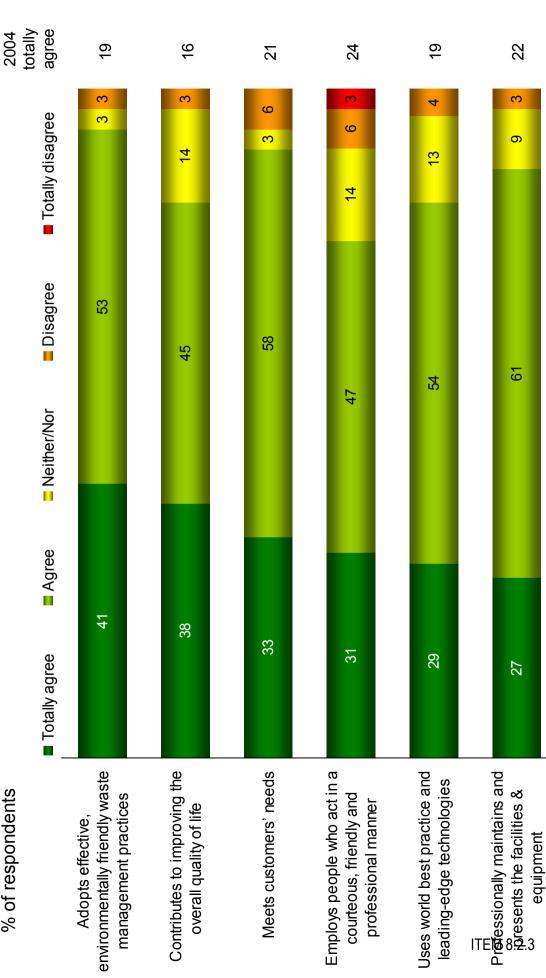


Q.How strongly do you agree or disagree that Mindarie Regional Council: Base: Staff who gave a valid response, excludes 'don't know' (n = various)

MINDARIE REGIONAL GOUNCIL © ORDINARY COUNCIL MEETING MINUTES - 5 MARCH 2009 Page 150







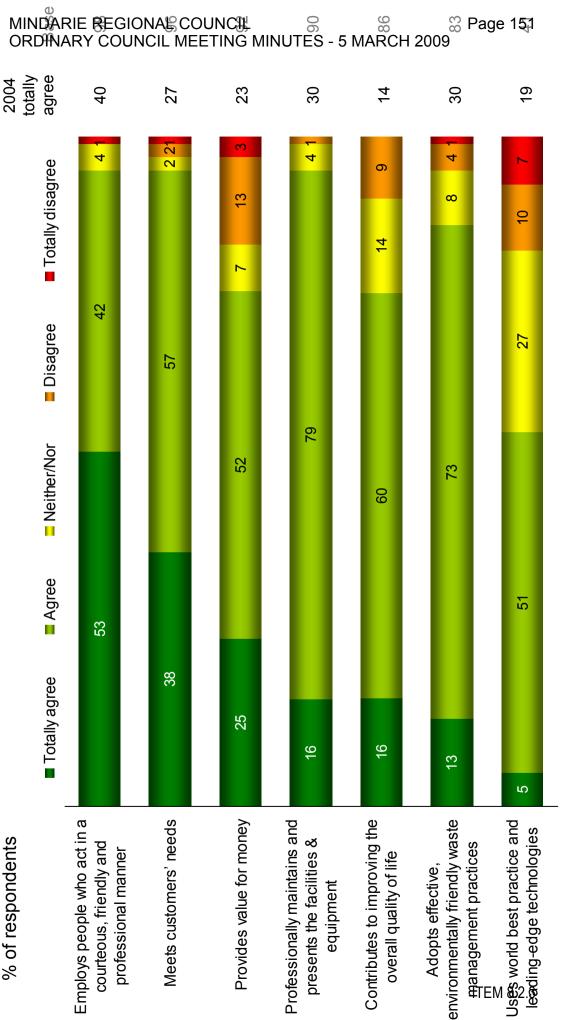


Q. How strongly do you agree or disagree that Mindarie Regional Council, the operators of Tamala Park: Base: Landfill drivers who gave a valid response, excludes 'don't know' (n = various)

Descriptions of Mindarie Regional Council

Among Transfer Station customers

% of respondents

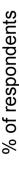


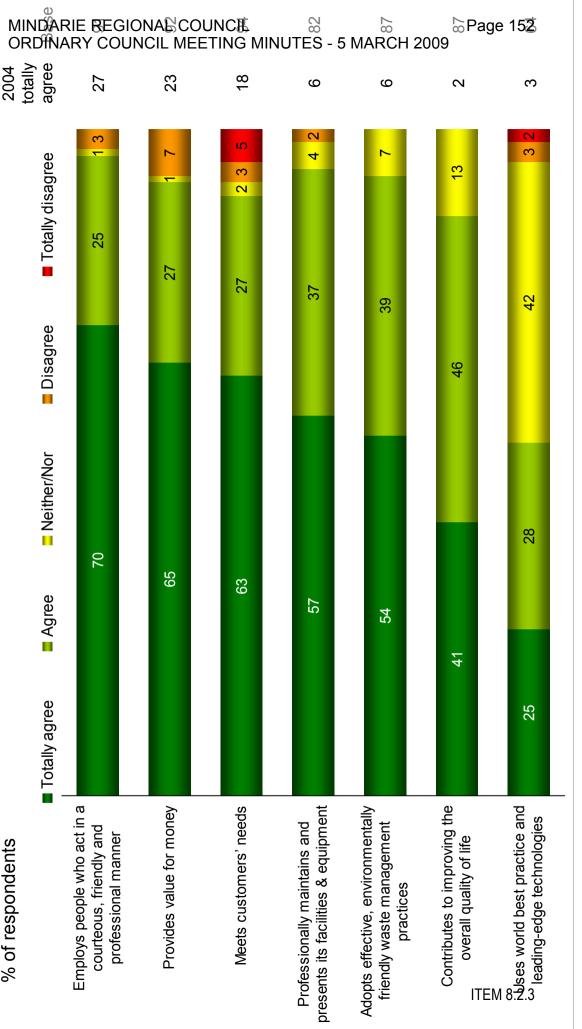


 Q. I am going to read out a number of statements about Mindarie Regional Council, the operators of Tamala Park. Please let me know if you totally disagree, disagree, feel neutral, agree or totally agree with each statement. Let's begin. Mindarie Regional Council.... Base: Visitors to the Transfer Station who gave a valid response, excludes 'don't know' (n = various)

Descriptions of Mindarie Regional Council

Among Recycling Centre customers





 Q. I am going to read out a number of statements about Mindarie Regional Council, the operators of Tamala Park. Please let me know if you totally disagree, somewhat disagree, feel neutral, somewhat agree or totally agree with each statement. Let's begin. Mindarie Regional Council... Base: Visitors to the Recycling Centre who gave a valid response, excludes 'don't know' (n = various)



Summary of perceived strengths

MRC

- Strong and growing reputation.
- High levels of staff satisfaction.
- Sound, proactive management
- Strong focus on sustainable waste practices / good technical research.
- Strong customer focus (conducts regular stakeholder satisfaction studies and responds to customer needs - evidenced by improving performance ratings)
- Excellent community engagement, education and communications.
- Good at creating and managing networks (such as WESSG and CEAG)
- High awareness of services provided at Tamala Park (among customers)

Member Councils

- Listen and respond to community needs (i.e. provision of recycling bins).
- Through WESSG, Member Councils are beginning to working closer together to meet waste education and communication needs (however, there is still room for continued improvement)

Opportunities

- Feed community / teacher appetite for information / involvement encourage them to operate as advocates
- Respond to increasing interest in climate change / draw stronger linkage between waste and climate change
- Develop closer partnerships with State Government and MemberCouncils to promote sustainable waste behaviour (through State and Regional Plans)
 - Agree strategic data management systems with other regional councils (that align with State Govt needs) ITEM 8.2.3
- Optimise educational opportunities at Tamala Park and the RRF

Suggested areas for continued improvement

MRC

- Governance (efficiency and speed of decision-making, standard of

Threats

- Waste seen as a lower priority (compared to water, climate change setc)
- Community knowledge / expectations ahead of service delivery and Adustry performance
- Limited control / impact on external influencing factors (ie Government eg legislation)

 Lack of certainty from State Government concerning preferred waste
- reatment technologies
- Location of next landfill site and management of Tamala Park post-closure



Proposed Actions and Strategies

Developed by MRC's Executive Management Team



MINDARIE REGIONAL COUNCIL

Proposed actions and strategies to meet stakeholder needs

To address the general needs of all stakeholder groups:

Find ways to demonstrate best practice and industry leadership.

Develop a marketing plan (including a new website and addressing signage).

Continuous education and communication about MRC, its projects and activities.

Review MRC's financial policy framework

Continue to develop and refine key performance indicators.

To address the needs of MRC staff:

Formally acknowledge strong staff performance.

Remain focused on continuous improvement.

To address the needs of commercial customers:

CEO to meet with key customers on a regular basis to review performance and strengthen relationships.

To address Tamala Park users needs:

Improve site conditions.

Formally acknowledge CEAG's strong performance to date. | Formally acknowledge CEAG's Confirm CEAG's future role.

along with existing actions that require greater employed along with existing actions that require greater employed along with existing actions that require greater employed along the control of the co This section proposes new actions for MRC staff to imp Actions were developed at a strategic planning worksh



Proposed actions and strategies to meet stakeholder needs (continued)

To address needs in the community:

- More targetted education acampaigns (such as the importance of the RRF, the need to remove contaminants from waste stream, education about what should waste education needs.

 Greater promotion of what MRC does (e.g. Earth Carers).

 Confirm downstream usage of outputs and write / promote case studies (what happens to recycled materials after they leave MRC).

 Confirm WESSG's needs:

 Confirm WESSG's needs:

 Confirm WESSG's role.

 Develop a funding / resourcing plan to support education and communications strategies.

 Confirm WESSG's needs:

 Confirm WESSG's needs:

 Develop a funding / resourcing plan to support education and communications strategies.

 Develop a funding / resourcing plan to support education and downstream usage of volunteers to support programs such as Earth Carers and develop strategies to maintain / acknowledge volunteer contributions.

 Develop a funding volunteers to support programs such as Earth Carers and develop strategies to maintain / acknowledge volunteer contributions.

 Optimise links between volunteer opportunities and Member Council activities.

 Optimise inks between volunteer opportunities and Member Council activities.

To address WESSG's needs:

To address teachers' needs:

To address the needs of volunteers:

To address the needs of <u>peak bodies</u> (e.g. MWAC)

ंग address the needs of other Regional Councils

Ongoing initiatives to be supported.



We'd love to discuss this report with you!

For further information, please contact

Lisa Lough
Managing Director
CATALYSE® Pty Ltd
lisa@catalyse.com.au
08 9380 9800

ITEM 8.2.4 MINDARIE REGIONAL COUNCIL POLICY DOCUMENTATION –

REVIEW OF EXISTING AND FORMATION OF NEW POLICIES

File No: COR/23

Attachment(s): 1. 9B Human Resource Management

2. 10B Discipline

3. 11B Equal Opportunity

4. 25B Training and Development

5. 29B Injury Management

6. 33B Disposal of Assets Under \$2000

Author: Kathleen van Son (formerly Ferridge)

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

No consultation was forthcoming.

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 policies as follows:

- (i) 9B Human Resource Management
- (ii) 10B Discipline
- (iii) 11B Equal Opportunity
- (iv) 25B Training and Development
- (v) 29B Injury Management
- (vi) 33B Disposal of assets under \$2000

contained at Attachments to this Item

ATTACHMENT ONE

TO ITEM 8.2.4

ORDINARY COUNCIL MEETING

5 MARCH 2009

9B HUMAN RESOURCE MANAGEMENT - REVISED

MINDARIE REGIONAL COUNCIL ORDINARY COUNCIL MEETING MINUTES - 5 MARCH 2009





Mindarie Regional Council Business Manual – Policies

POLICY NO: 9B

POLICY: HUMAN RESOURCE MANAGEMENT

ISSSUED: SEPTEMBER 1998

REVIEWED: SEPTEMBER 2000

AUGUST 2005 MARCH 2009

REASON:

To ensure that the staff of the Mindarie Regional Council are managed in accordance with best appropriate contemporary practice in order to achieve agreed objectives.

POLICY:

Mindarie Regional Council will establish, document and implement appropriate systems for the staff aspects as documented. These systems will be consistent with best appropriate Human Resource practices, in order to ensure that the organization obtains best value for money, in regard to staff. In addition, staff will have the opportunity for successful, enjoyable and rewarding employment with the Council.

1. Recruitment

The recruitment of staff will be consistent with the requirements of the Local Government Act (1995), and other relevant legislation. As a general rule, recruitment will involve a competitive selection process, undertaken by the appropriate Manager, with final approval by the Chief Executive Officer.

2. Induction

The Council will ensure that all new staff receive appropriate induction, comprising verbal and written material, prior to and during commencement of duties.

3. Staff Development / Training

The Council will provide opportunities for staff development in order to improve the value of individuals or groups to the organisation, as well as to develop individual skills. Staff participation in these activities is expected, in accordance with the development plan agreed at the annual performance review. This development will include training – both within the organization and through external providers.

RESPONSIBILITY

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

The management team is responsible for the provision of feedback and proposed improvements regarding the systems related to this policy. Each Manager is responsible for providing an annual Performance Review for staff under their supervision.

Individual Managers and Supervisors are responsible for the implementation and improvement to the policy, and associated systems.

Staff Management Policy No 9B

ATTACHMENT TWO

TO ITEM 8.2.4

ORDINARY COUNCIL MEETING

5 MARCH 2009

10B DISCIPLINE – REVISED

POLICY NO: 10B

POLICY: DISCIPLINE

ISSSUED: SEPTEMBER 1998

REVIEWED: SEPTEMBER 2000

MAY 2005 MARCH 2009

REASON:

To:

- Provide a work environment which enables employees to accept responsibility for their actions, and ensures that communication channels exist for effective conflict resolution.
- Establish a framework for the execution of disciplinary action, where this action is required.
- Ensure that any disciplinary action taken, as a last resort, is fair to all parties and within the legal parameters of current industrial law.

POLICY:

Ensure that timely and effective action is taken in the event of unsatisfactory behaviour by an employee.

- 1. The Council recognizes that all employees have a right to fairness, during any such action, including a review of any action taken.
- 2. The procedure to be adopted by the Council for the execution of any remedial action, including disciplinary measures, is to be consistent with industry guidelines, including those provided by the Western Australian Local Government Association, and the relevant awards.
- 3. In the event of serious misconduct, in the view of an employees supervisor, the Council may suspend the employee, with pay, prior to a decision concerning further action.
- **4.** Some examples of potential serious misconduct are as follows:

- **4.1.** Fighting or assaulting another person on company premises
- **4.2.** Consuming or having illegal drugs at the work place or on the premises
- 5. Any disciplinary action taken must be fair and offer the opportunity for the subject of the action the right to respond to any allegations made against them prior to instigating any action.
- **6.** Employees should always be given the opportunity to be represented when being interviewed or counseled. This can be a union delegate, co worker, friend, family member or lawyer.
- **7.** Proper communication with all employees is to be undertaken to minimize the need to take disciplinary action. Any disciplinary action taken is to be seen as a last resort.

REPORT OUTCOME:

The Chief Executive Officer shall offer the employee an opportunity to attend an interview to discuss the report findings before the outcome is decided.

The Chief Executive officer is to consider the findings of the report and decide on the appropriate outcome.

The outcome may include, but is not limited to the following;

- o Dismissal of the complaint;
- o Placing a written warning on the employee's personal file;
- o Reducing the employee's classification or position;
- o Transferring the employee to another department and or location:
- o Terminating the employee's employment.

An employee whose employment is terminated may apply to the appropriate industrial Tribunal for relief in respect of the termination.

RESPONSIBILITY

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. It is responsible for the development of policies, programs and procedures in consultation with staff representatives.

Supervisors are responsible for ensuring that disciplinary action is taken when required.

All employees are required to undertake their responsibilities and duties in a professional manner.

Discipline Policy No 10B

ATTACHMENT THREE

TO ITEM 8.2.4

ORDINARY COUNCIL MEETING

5 MARCH 2009

11B EQUAL OPPORTUNITY - REVISED



POLICY NO: 11B

POLICY: EQUAL OPPORTUNITY

ISSUED: SEPTEMBER 1998

REVIEWED: SEPTEMBER 2000

MAY 2005 MARCH 2009

REASON:

To ensure equal opportunity in the workplace where people from all groups are encouraged to participate in employment, provision of goods and services, education and provision of information, memberships, disposal of assets, purchasing and work/life balance.

Equal Opportunity means that current and prospective employees are treated fairly and equitably. It means that current and prospective employees are judged on their ability to do the job based on merit – skills, qualifications and experience, rather than assumptions about them because of different characteristics such as their sex, race religion, marital status or impairment. It also means promoting a work environment that is free from sexism, racism, sexual harassment and other forms of discrimination. This also applies to staff dealing with customers.

Federal and State legislation makes it illegal to discriminate against or treat people inequitably based on the following grounds:

Race Sex

Age Physical/mental impairment

Marital Status Family responsibilities

Religious beliefs or activities Sexual orientation
Pregnancy/possibly pregnancy Political opinion
Social origin Industrial activity
Personal/professional associations Physical features

ITEM 8.2.4

POLICY:

This policy provides a framework within which the organisation will have regard to the requirements of the W.A. Local Government Act 1995 and other related legislation in relation to Equal Opportunity with respect to the following business areas;

1. Employment

Mindarie Regional Council will establish employment processes that will ensure that:

- Employment decisions are based on merit;
- Employees are treated fairly and reasonably;
- Equal employment opportunity is provided;
- Employees have a reasonable avenue of redress against unfair or unreasonable treatment.

Equal opportunity principles will be applied in the following employment areas:

- Recruitment and selection, promotion
- Working conditions, resources
- Leave
- Rostering, allocation of tasks
- Meetings, meeting times
- Training
- Performance management, including counselling and discipline.
- Any other benefit of employment

2. Provision of Goods and Services

Equal Opportunity principles will be applied to ensure:

- There is no unlawful discrimination in matters related to the provision of goods and services
- Harassment is avoided of anyone who provides goods and services, or who is in receipt of goods and services.

3. Education and Information

Relevant education and information will be made available to all levels of staff through training and communication.

4. Disposal of Assets

Disposal of Council Assets will be in accordance with transparent guidelines providing equal opportunity to those wishing to acquire such assets.

5. Purchasing

Councils supply policy will apply to the purchase of goods whether by tender or quotation.

6. Work/Life Balance

The organisation will ensure that services and support are made available to all Council staff to assist in a balance of work and personal life whilst employed at Mindarie Regional Council.

7. Council Communication

Equal Opportunity principles will be applied to communication between the community, Member Councils and staff.

8. Complaint Handling

Persons wishing to lodge a complaint under the related legislation may do so in writing or in person by contacting the Human Resource Officre. All complaints will be treated seriously, fairly, confidentially, impartially, in a timely manner and without victimization.

A summary of the issue(s) will be reported to the Chief Executive Officer and Executives so that any underlying issue(s) of culture and behaviour etc can be addressed.

9. Implementation

All members of Council staff will be informed of the contents of this policy via:

- Induction programs
- Newsletters
- Sectional meetings.

RESPONSIBILITY

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. It is responsible for the development of policies in consolation with staff representatives, and the provision of adequate resources to enable aggrieved employees to come forward with their issues when required.

Supervisors are responsible for ensuring that the intent of the legislation is implemented and is followed by all employees.

All employees are required to undertake their responsibilities, in accordance with the relevant legislation.

ATTACHMENT FOUR

TO ITEM 8.2.4

ORDINARY COUNCIL MEETING

5 MARCH 2009

25B TRAINING AND DEVELOPMENT - NEW

MINDARIE REGIONAL COUNCIL ORDINARY COUNCIL MEETING MINUTES - 5 MARCH 2009





Mindarie Regional Council Business Manual – Policies

POLICY NO: 25B

POLICY: TRAINING & DEVELOPMENT

ISSUED: MARCH 2009

REVIEWED:

AIM:

Establish guidelines and procedures in order to facilitate ongoing training and development for employees to obtain skills relevant to their position. To ensure that all employees have equal access to training and development opportunities.

POLICY:

Council recognises that continuing to focus on the career development of its employees is a beneficial strategy in retaining resources and developing each employee's potential. Council will provide all employees with the opportunity to participate in training and development at Councils expense where training / development complements the goals and strategies consistent with the skills identified at the staff development process.

Council will conduct annual staff performance reviews as a process to ensure the efficient and effective staff development.

Performance Reviews:

The key requirements of performance and development reviews are to include:

- provide direction, objectives and goals to the employee for the next
 month period;
- receive regular feedback on what standards are expected of them;
- feedback and praise regarding what they have actually achieved;
- what they can do to improve their job performance;
- have an opportunity to discuss their aspirations for development and progression;
- identifying training needs;
- identifying any new or enhanced skills required;

- discussion into any development and expansion anticipated for the employee; and
- · career development planning.

Purpose of the Annual Performance Review

Council is committed to discussing career development at each employee's annual performance.

Every employee will be given an opportunity to outline their career aspirations at their performance review, consistent with the relevant award provisions.

The manager will attempt to provide feedback to the employee regarding possible options available to the employee to assist in their professional development, and address any other areas for possible career development following the discussions.

The option for professional development may include but is not limited to multi-skilling, training, study leave assistance and expanding of their current role.

The manager and employee will also discuss whether the development agreement set in the previous years review has been met and address any associated issues which may be hindering the completion of these objectives.

Roles & Responsibilities

Employee

One of the major aims of the review is to help employees manage their own performance and have meaningful input into how work is undertaken. In doing this, the likelihood is that the Council's goals, and those of the individual, will be achieved.

What the employee can do to ensure success:

- Consider and review the current position description prior to the review discussion and prepare a draft if necessary.
- Analyse personal performance and identify steps that they think may improve the way the job is completed.
- Assess what skills will be required to perform the job more effectively and those areas in which additional knowledge, skills or assistance is required.
- Communicate with direct supervisor on a regular basis.

The Supervisor

The supervisor is the senior employee who is directly responsible and familiar with the performance of the employee being reviewed. Senior employees are responsible for managing and supervising the performance and development of staff. Supervisors have an ongoing responsibility to review, evaluate and provide regular feedback to staff about their performance. Consultation and discussion is the key to reaching mutual agreement on work outcomes and standards.

To ensure the success of the review process, supervisors may undertake to:

- Maintain open communication with staff that provides feedback as the performance occurs;
- Develop and maintain a good understanding of the corporate and divisional plans;
- Develop a detailed knowledge of the Review process;
- Review position descriptions to ensure that they accurately reflect the current positions;
- Facilitate the implementation of the action and training plans;
- Schedule a time for the review discussion allowing sufficient time to prepare and complete forms.

Manager

Managers are required to satisfy themselves that the process has been properly conducted and recorded. The Manager has an overseeing role and is responsible for:

- Monitoring the performance reviews completed in their division to ensure that fair and realistic reviews have been conducted:
- Noting the action and training plans agreed to by the supervisor and employee;
- Mediating in the first instance in any dispute between a supervisor and an employee regarding the reviews undertaken;
- Acknowledging the completion of the Review process by agreeing and signing the documentation.

Managers have an on-going responsibility to consider and identify the training and development needs of their employees through the performance and development review process. Any training approval must be considered in conjunction with the training plan established at the employee's performance review.

The Human Resources Function

Employees with the human resources responsibilities will be required to administer the staff performance review process and will be directly responsible for:

- Initiating the Review process approximately three months (as appropriate) prior to the appropriate anniversary date;
- Co-ordinating, monitoring and reviewing the operation of the Review process;
- Developing and implementing the Council training requirements in consultation with managers;
- Assisting with the mediation of any disputes arising from the operation of the Review process.

Chief Executive Officer

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

ATTACHMENT FIVE TO ITEM 8.2.4 ORDINARY COUNCIL MEETING 5 MARCH 2009 29B INJURY MANAGEMENT – NEW

MINDARIE REGIONAL COUNCIL ORDINARY COUNCIL MEETING MINUTES - 5 MARCH 2009





Mindarie Regional Council Business Manual – Policies

POLICY NO: 29B

POLICY: INJURY MANAGEMENT

ISSUED: MARCH 2009

REVIEWED:

COMMITMENT:

The Mindarie Regional Council is committed to assisting workers to return to work as soon as medically appropriate and will adhere to the requirements of the <u>Workers' Compensation & Injury Management Act 1981</u> in the event of a work related injury or illness.

Managers support the injury management process and recognise that success relies on the active participation and cooperation of the injured worker. Wherever possible, suitable alternative duties will be sourced within the Mindarie Regional Council having regard to the injured workers medical restrictions.

AIM:

The aim of the process is to ensure workers can stay at work or make a speedy and safe return to work following an injury. Where a return to pre-injury duties is not possible, workers can access rehabilitation services to help them return to alternative employment, either with this organisation or with another organisation.

OBJECTIVES:

To establish a managed approach to workers' compensation and injury management.

To make sure all workers expect that every effort will be made to assist them to return to meaningful, productive employment at the earliest appropriate time.

To provide suitable alternative duties wherever possible which are designed to assist the worker's recovery and early return to work.

To appoint an Injury Management Coordinator within the Mindarie Regional Council to liaise with the worker, treating doctor, the insurer, service providers and staff as required.

To ensure that a person unable to return to pre-injury duties is provided with an alternative position if an appropriate vacancy arises. To establish an internal dispute resolution process to enable issues to be addressed in an objective supportive and confidential manner.

STANDARDS:

Within medical constraints and where practicable, normal standards of behaviour and performance will be expected from workers allocated alternative duties and undertaking treatment.

CONFIDENTIALITY

Medical and other information regarding a person on a return to work program will be treated with the utmost confidentiality. Information such as specialist's reports cannot be released to any third party without the written consent from the person concerned. Mindarie Regional Council is abiding by the Privacy Amendment (Private Sector) Act 2000 and all personal information is managed in accordance with our privacy policy.

RESPONSIBILITY

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

The management team is responsible for the provision of feedback and proposed improvements regarding the systems related to this policy.

Individual Managers and Supervisors are responsible for the implementation and improvement to the policy, and associated systems.

ATTACHMENT SIX

TO ITEM 8.2.4

ORDINARY COUNCIL MEETING

5 MARCH 2009

33B DISPOSAL OF ASSETS UNDER \$2000 - NEW





POLICY NO: 33B

POLICY: DISPOSAL OF ASSETS UNDER \$2000

ISSSUED: MARCH 2009

REVIEWED:

AIM:

To provide a policy for the disposal of assets with a disposable value of \$2000 or less.

POLICY:

The Fixed Asset Register will be reviewed on a six monthly basis with a Disposal of Asset Report, listing all assets considered obsolete or no longer required, to be provided to the management meeting.

An Offer to Purchase Asset form for assets to the value of \$2000 or less will be available.

The Offer to Purchase Asset form is to include:

- Description of asset
- Original value of asset
- Depreciation or nominal value
- Conditions of sale
- Tear-off slip for staff to fill out and request to purchase

Assets being disposed are to be offered to the 'owner/user' of the asset.

If no offer to purchase is received by the owner/user, the asset is to be made available to all staff.

The Disposal of Asset Report will be handed out to all staff 7 days prior to the Business Meeting.

The Offer to Purchase Asset form is to be attached to the Report.

The Offer to Purchase Asset form is to be filled out by staff wishing to purchase and handed to Administration Reception no later than 12noon on the Friday of the Business Meeting.

Should only one staff member request an asset, the asset will be sold.

If more than one interested party, the asset will be allocated by raffle.

CONDITIONS OF SALE

All items sold carry no warranty

RESPONSIBILITY

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

ITEM 8.2.5 STRATEGIC WASTE MINIMISATION PLAN – FUNDED PROJECTS

File No: WST/104

Attachment(s): Nil.

Author: lan Watkins

SUMMARY

The purpose of this report is to provide Council with information on the proposed waste minimisation projects to be undertaken this calendar year utilising funding available from the Waste Authority.

BACKGROUND

In late 2008 the Mindarie Regional Council (MRC) submitted a draft Strategic Waste Minimisation Plan (SWMP) to the Department of Environment & Conservation (DEC) as part of the Waste Authority, Zero Waste Plan – Phase 2 program.

The Waste Authority, through the DEC has recently instigated the Regional Funding Program for the implementation of actions identified in the Local Government Strategic Waste Minimisation Plans.

As part of the pilot phase of the funding program the MRC, on behalf of its Member Councils, has been allocated \$400,677. In order for the MRC to access the funds, specific projects, as identified in the MRC SWMP, need to be nominated and an associated Regional Investment Plan developed for submission to the DEC.

Once the Regional Investment Plan has been approved by the DEC, funds will be allocated to the particular project from the available \$400,677. It is a requirement of the Regional Funding Program that all funds be spent by the end of December 2009.

DETAIL

With reference to the draft MRC SWMP that was submitted to, and accepted by the DEC, the MRC Administration proposes the following projects be considered for funding applications:

1) Bulk Waste Recycling

Waste Audits of bulk waste being delivered to Tamala Park and the Recycling Centre of Balcatta

Excavator/Grab on tip face at Tamala Park to remove large recyclable pieces of metal, timber and plastic

Conceptualise recycling activities at Tamala Park and Balcatta and develop design layout

Total estimated cost = \$160k

Primary involvement by Tamala Park and City of Stirling

2) Public Place and Event Recycling

Review of current member council activities
Review of other local government activities
Assess the number and size of public events
Assess the quantity of potential recyclable materials

Propose possible regional preferred solution(s)

Meeting of member councils to agree on regional preferred solution(s)

Total estimated cost = \$20k

Primary involvement by City of Perth, Town of Cambridge

3) Local Government Infrastructure Waste Recycling

Review all current member council methodologies/quantities

Propose possible regional preferred solution(s)

Meeting of member councils to agree on regional preferred solution(s)

Total estimated cost = \$20k

Primary involvement by City of Stirling

4) Transport and Haulage Methodologies

Review all current member council methodologies/quantities

Consider possible transfer station and AWT locations

Propose possible regional preferred solution(s)

Meeting of member councils to agree on regional preferred solution(s)

Total estimated cost = \$50k

Primary involvement by City of Stirling, Town of Victoria Park

5) Two Bin Recycling - Wet and Dry Bin Investigation

Household and commercial MGB waste

Assess what other Metro regional councils are doing

Identify trial methodology

Identify trial areas and size

Set up trial (new bins, collections, audits of collections and process material)

Total estimated cost = \$100k

Primary involvement by Town of Vincent, Town of Cambridge, City of Perth

6) Bulk Verge Waste Review

Identify all current member council methodologies/timing/collections/charities Compare with other Metro regional councils

Propose possible regional preferred solution(s)

Meeting of member councils to agree on regional preferred solution(s)

Total estimated cost = \$20k

Primary involvement by City of Joondalup, City of Wanneroo

7) **Project Management**

Project management

Application processing

Fund accountability

Project accountability

Total estimated cost = \$30k

Primary involvement by Tamala Park Operations

The above projects have been reviewed by the Technical Working Group (TWG) and recommended for approval.

CONSULTATION

Consultation has occurred with the following groups:

DEC

TWG

STATUTORY ENVIRONMENT

Not applicable.

POLICY IMPLICATIONS

Not applicable.

STRATEGIC IMPLICATIONS

Waste minimisation activities are consistent with Objective One of the Council's Strategic Plan 2004 – 2009 Develop & implement resource management programmes (landfill, recycling, reuse, resource recovery).

FINANCIAL IMPLICATIONS

The DEC has allocated \$400,677 of Regional Funding to the MRC for the implementation of projects identified in the draft MRC SWMP.

The proposed projects are estimated to cost approximately \$400,000; hence all costs in carrying out the proposed work are covered by available DEC funding.

Should any additional waste minimisation activities be identified, funding for these projects could be covered by funds remaining from the development of the MRC SWMP (\$80k) or included in future waste minimisation funding applications.

COMMENT

Nil.

RECOMMENDATION

That Council approve the following waste minimisation activities, as described in the above Item, to be put forward for DEC funding:

- (i) Bulk Waste Recycling
- (ii) Public Place and Event Recycling
- (iii) Local Government Infrastructure Recycling
- (iv) Transport and Haulage Methodologies
- (v) Two Bin Recycling Wet and Dry Bin Investigation
- (vi) Bulk Verge Waste Review
- (vii) Waste Minimisation Project Management

ITEM 8.2.6 ITEMS OF BUSINESS DEALT WITH BY DELEGATED AUTHORITY:

2008/2009 CHRISTMAS/NEW YEAR RECESS

File No: COR/1

Attachment(s): Nil.

Author: lan Watkins

SUMMARY

The purpose of this report is to provide Council with information relating to items of business dealt with by delegated authority over the 2008/2009 Christmas/New Year recess.

BACKGROUND

At the Ordinary Council Meeting held on 11 December 2008, Council dealt with Item 8.2.5 Delegated Authority: 2008/2009 Christmas/New Year Recess and resolved accordingly:

"That in accordance with Section 5.42 of the Local Government Act 1995, the Chief Executive Officer be delegated authority by an ABSOLUTE MAJORITY to exercise the powers and duties of the Council, other than those referred to in Section 5.43 of the Act from 11 December 2008 to 5 March 2009:

- (i) in relation to general matters, where the recommendation is for an item of business of a general nature, a majority of all Elected Members are in agreement
- (ii) a report summarising the items of business dealt with by delegated authority is submitted for information to the Council meeting to be held on 5 March 2009"

DETAIL

One item of business was dealt with under delegated authority during the recess. That item related to Tender 13/95, the Mindarie Regional Council (MRC) Resource Recovery Facility Building Works.

The Council had been previously issued with information in the agenda for the Ordinary Council Meeting on 11 December 2008, Item 8.2.6 RRF Building Works – Tender 13/95 Recommendation. This Item included information on the tenders received and plans of the proposed works.

Following finalisation of the financial assessment of the preferred tenderer by the MRC Administration, Council made a decision out of sessions:

"That Council:

- (i) accept the tenders from BCL Constructions submitted in response to Tender No. 13/95 for the Mindarie Regional Council RRF Building Works to the value of \$682,333 (excluding GST)
- (ii) approve a contingency value of \$88,700 (excluding GST) to be managed by the Mindarie Regional Council Administration to cover variations to the tendered scope of work"

CONSULTATION

Nil.

STATUTORY ENVIRONMENT

Local Governance Act S5.42 and S5.43.

POLICY IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Financial implication of the tendered and awarded works are covered in detail in the RRF Update Report (separate Item).

In the process of obtaining the out of session approval questions were asked by some elected members relating to the budget over-run of approximately \$700,000.

Reasons for the budget over-run are as follows:

- General increase in construction cost for both the infrastructure contract and the building works contract
- Significant changes to the site entrance detail
- The need to utilise concrete pavement in the site entrance and a portion of the north/south road
- Installation of additional services to allow for future street services connections and for Stage 2 & 3 development (sewer, water, electricity)
- Increased size of education centre

COMMENT

Nil.

RECOMMENDATION

That Council note the out of session approval of Tender 13/95.

WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION North Metropolitan Zone

MINUTES

Meeting Date: 26 March 2009

TABLE OF CONTENTS

1	Attendance	
	Declaration of Opening	3
	Apologies	3
2	Announcements	4
3	Confirmation of Minutes	4
4	Business Arising from Minutes	4
5	Deputations/Presentations	4
6	Matters referred to WALGA	4
7	Reports from Members Councils	5
	7.1 Shopping Trolleys	5
	7.2 State Administrtive Tribunal Outcomes	6
	7.3 City of Wanneroo – Report on State Administrative Tribunal Process	7
	7.4 Local Government Reform Strategies	9
	7.5 Late Report - Local Government Act Rating Exemptions for Charitable Purposes – Section 6.26(2)(G) of the Local Government Act 1995	10
	7.6 Late Report – City of Stirling – Report on State Administrative Tribunal Process	12
8	WALGA State Council Agenda – Matters for Discussion	14
9	WALGA State Council Members' Report	14
10	General Business	14
11	Date, Time and Place of Next Meeting	14
12	Closure	14

MINUTES OF MEETING OF THE NORTH METROPOLITAN ZONE OF THE WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION HELD AT THE HELD IN CONFERENCE ROOM 1, JOONDALUP CIVIC CENTRE, BOAS AVENUE, JOONDALUP ON THURSDAY 26 MARCH 2009

1. ATTENDANCE

City of Wanneroo

Committee Members: Cr Frank Cvitan (Deputy Chairperson)

Cr Tracey Roberts Cr Rudi Steffens

Cr Bob Smithson – Deputising for Cr Maureen Grierson

Officers: Ms Karen Caple, Director Governance & Strategy

City of Joondalup

Committee Members: Cr Russ Fishwick

Cr Mike Norman – Deputising for Cr Tom McLean

Officers: Mr Garry Hunt, Chief Executive Officer

Mr Mike Smith, Manager Governance and Marketing

City of Stirling

Committee Members: Cr David Boothman

Cr Bill Stewart

Cr Terry Tyzack from 1803 hrs

Cr Elizabeth Re

Officers: Mr Stuart Jardine, Chief Executive Officer

Mr Aaron Bowman, Manager of Governance and Council Support

WALGA Cr Bill Mitchell, President

Mr Zac Donovan, Executive Manager Marketing & Communications

Secretariat Mrs Janet Foster, Administrative Services Coordinator (City of

Joondalup)

DECLARATION OF OPENING

The Chairperson declared the meeting open at 1800 hrs.

APOLOGIES:

City of Joondalup Mayor Troy Pickard

Cr Tom McLean Cr Trona Young

City of Wanneroo Cr Maureen Grierson

Mr Daniel Simms, Chief Executive Officer

Cr Alan Blencowe

2. ANNOUNCEMENTS

Chief Executive Officer, Mr Garry Hunt, advised that should the meeting extend beyond 1900 hrs he would be required to leave in order to greet a visiting delegation from Jinan, China.

3. CONFIRMATION OF MINUTES

MOVED Cr Fishwick SECONDED Cr Re that the Minutes of the Ordinary meeting of the North Metropolitan Zone held on Thursday 20 November 2008 be confirmed as a true and accurate record of the proceedings.

The Motion was Put and

CARRIED

Cr Tyzack entered the Room at 1803 hrs.

MOVED Cr Fishwick SECONDED Cr Re that the Minutes of the Special Meeting of the North Metropolitan Zone held on Wednesday 25 February 2009 be confirmed as a true and accurate record of the proceedings.

The Motion was Put and

CARRIED

4. BUSINESS ARISING FROM MINUTES

Nil.

5. DEPUTATIONS/PRESENTATIONS

Nil.

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.

A query was raised as to whether names of voters should be recorded in the minutes. Members were advised that Clause 24 of the North Metropolitan Zone Standing Orders provides that "...a delegate may call for a division".

MOVED Mayor Boothman SECONDED Cr Fishwick that the Status Report be RECEIVED.

The Motion was Put and

CARRIED

7. REPORTS FROM MEMBER COUNCILS

7.1 SHOPPING TROLLEYS

Report submitted by City of Joondalup

IN BRIEF

To brief the North Metropolitan Zone on the Local Law amendment at the City of Joondalup which increases the penalty associated with abandoned shopping trolleys.

BACKGROUND

For some time, the City of Joondalup has been concerned about abandoned shopping trolleys. The City has endeavoured to address this issue in a variety of ways. Most recently, it resolved to support a Local Law which increases the penalty for an abandoned shopping trolley to \$5,000 and establishes an infringement penalty of \$500 for the offence.

The City considered requiring retailers to put contact phone numbers on shopping trolleys. However, this matter was not progressed because of arguments presented by retailers about difficulties with its implementation.

The City also considered eliminating the requirement to give retailers notice before impounding trolleys. Again, this matter was not progressed as it was considered likely to attract the attention of the Joint Standing Committee on Delegated Legislation.

COMMENT

The Retail Traders Association argued strongly against the new Local Law. However, the City of Joondalup believes it will assist in reducing the incidences of abandoned trolleys.

MOVED Cr Fishwick SECONDED Cr Norman that the North Metropolitan Zone NOTES the increase in the penalty and infringement penalty associated with abandoned shopping trolleys being implemented in the City of Joondalup.

Discussion ensued.

The Motion was Put and

CARRIED

The Deputy Presiding Person advised that Items 7.2 and 7.3, and Late Item 7.6 would be dealt with together as each relates to State Administrative Tribunal outcomes.

7.2 STATE ADMINISTRATIVE TRIBUNAL OUTCOMES

Report submitted by City of Joondalup

IN BRIEF

For the North Metropolitan Zone to note the analysis of the City of Joondalup's matters before the State Administrative Tribunal.

BACKGROUND

At the November meeting of the North Metropolitan Zone, it was resolved that:

"comments be sought from Member Councils on the State Administrative Tribunal Process for discussion at the meeting of the North Metropolitan Zone to be held on 26 March 2009."

This report presents the situation for the City of Joondalup.

COMMENT

Listed below are the number of hearings heard by the SAT to which the City of Joondalup has been a party since 2005.

Total hearings since 2005

Year	Total	Total minus withdrawals
2005	8 (1 withdrawn)	7
2006	19 (8 withdrawn)	11
2007	9 (1 withdrawn)	8
2008	8 (5 withdrawn)	3

% of hearings - planning issues = 83%	% of hearings - commercial/civil = 17%
For COJ – 36%	For COJ – 25%
Against COJ – 31%	Against COJ – 50%
Withdrawn – 33%	Withdrawn – 33%

MOVED Cr Roberts SECONDED Mayor Boothman that the North Metropolitan Zone NOTES:

- the analysis of the City of Joondalup's matters before the State Administrative Tribunal provided in Item 7.2;
- the report of the City of Wanneroo in relation to State Administrative Tribunal Process provided in Item 7.3;

the report of the City of Stirling in relation to the State Administrative Tribunal Process provided in Item 7.6.

Discussion ensued.

The Motion was Put and

CARRIED

7.3 CITY OF WANNEROO - REPORT ON STATE ADMINISTRATIVE TRIBUNAL PROCESS

Report submitted by City of Wanneroo

IN BRIEF

At the WALGA North Metropolitan Zone meeting in late November 2008 it was resolved that comments be sought from Member Councils on the State Administrative Tribunal (SAT) process. This report provides the City of Wanneroo's comments on the matter.

BACKGROUND

The majority of the City's dealings with the SAT originate from applications for review against discretionary planning decisions where the City is the decision-maker, and occasionally involving the City where the decision-maker is the Western Australian Planning Commission (WAPC).

The comments contained in this report are based on the City's experiences with SAT on planning and development issues alone.

COMMENT

The City of Wanneroo provides the following comments on the SAT process:

- The process followed by the SAT in scheduling, mediating and hearing applications for review is generally considered to be reasonable and transparent. The SAT usually makes every effort to deal with matters promptly and efficiently, and wherever possible attempts to arbitrate an outcome acceptable to all parties, to avoid the need for applications to proceed to full hearing. One frustration of this approach however is the need for local government to reconsider (sometimes more than once) its decision at the request of SAT.
- The general objective and philosophy of the SAT when it first replaced the former Town Planning Appeals Tribunal, was to deal with applications for review with as much informality as possible. Since that time however, the roles and responsibilities of the SAT have expanded greatly; giving rise to a higher degree of formality and protocol in SAT proceedings than previously existed. This in turn has tended to increase the reliance of local government and applicants alike on legal representation in SAT proceedings; often creating an adversarial and litigious environment between the parties.

- One common complaint about SAT proceedings is that the majority burden of responsibility is now placed on the decision-maker to defend its decision, rather than equally on the decision-maker and applicant to justify their respective positions. The main problems with this approach are twofold. Firstly, it creates an environment that tolerates and supports spurious, incomplete or unacceptable applications being lodged with the local government purely to generate a right of review through the SAT. Secondly, it imposes a significant workload burden on the local government to provide the facts and background to the application and to justify why the decision was taken.
- Applications for review through the SAT are sometimes lodged mischievously in an attempt to circumvent the orderly and proper planning process. An example of this might be an application for review of a local government or WAPC decision to refuse urban development or subdivision of land in a rural zone, ahead of the required structure planning or appropriate zoning being in place.
- Given the increasing reliance on legal representation in SAT proceedings, it is inevitable that local government will need to carefully consider its position during mediation, having regard to the cost and consequence of defending the original position in a full hearing. While there is inherently nothing wrong with this careful consideration, some applicants may attempt to exploit this situation to intimidate the local government into making a particular decision that it would not otherwise make.
- Arguably, some of the above-mentioned circumstances may have evolved from the SAT's frustration with some decision-makers to rely on the SAT to make decisions on difficult planning and development matters, in an attempt to distance themselves from an unpopular, but perhaps appropriate decision.

RECOMMENDATION

That the North Metropolitan Zone NOTES the report of the City of Wanneroo in relation to State Administrative Tribunal Process.

This item was considered earlier in the meeting, in conjunction with Item 7.2

7.4 LOCAL GOVERNMENT REFORM STRATEGIES

Report submitted by City of Joondalup

IN BRIEF

To request North Metropolitan Zone members to present a status report in relation to Local Government reform strategies.

BACKGROUND

In February 2009, the Minister for Local Government; Heritage; Citizenship and Multicultural Interests, Hon John Castrilli, announced the State Government's package of Local Government reform strategies. These strategies were aimed at achieving greater capacity for Local Governments to better plan, manage and deliver services to their communities with a focus on social, environmental and economic sustainability.

The principal strategies are voluntary structural reform, with the main objective to reduce the number of local governments across the State, and reduce the total number of elected members to between six and nine.

The Minister established a Steering Committee to coordinate the review. Since the assessment, the WA Local Government Authority (WALGA) has carried a resolution in response and is intending to take a lead in responding to the Minister.

The Steering Committee has issued a set of guidelines to assist local governments through the reform process. These guidelines set out a timetable for local governments to follow in order to meet the Minister's deadline of August 2009.

COMMENT

Each local government is examining their individual situation in response to the Minister's request. It is suggested that each member of the North Metropolitan Zone prepare a status report for presentation to the 28 May 2009 meeting.

MOVED Cr Fishwick SECONDED Cr Norman that the Cities of Joondalup, Stirling and Wanneroo be REQUESTED to prepare a status report relating to the Minister's Local Government Structural Reform Strategy for presentation to the 28 May 2009 meeting of the WALGA North Metropolitan Zone.

Discussion ensued.

The Motion was Put and

CARRIED

LATE REPORTS

7.5 LATE REPORT - LOCAL GOVERNMENT ACT RATING EXEMPTIONS FOR CHARITABLE PURPOSES - SECTION 6.26(2)(G) OF THE LOCAL GOVERNMENT ACT 1995

Report submitted by the City of Stirling

IN BRIEF

The City of Stirling would like to again raise its concern over the Charitable Rating Exemption provisions of the Local Government Act (1995). The City believes that these provisions are now applying in situations they were never intended to and are responsible for a significant loss of funding from Local Governments prime revenue source.

BACKGROUND

The City of Stirling would like to raise its concern over the Charitable Rating Exemption provisions of the Local Government Act (1995). The City believes that these provisions are now applying in situations they were never intended to and are responsible for a significant loss of funding from Local Governments prime revenue source.

The charitable exemption provision of the old Local Government Act was not changed when the new Act was drafted in 1995. This provision was previously used to provide rating exemptions to properties that were used to provide crisis accommodation to individuals and families. These properties were typically very old, with basic facilities, owned by charities or religious organisations and provided at a very lox, even uneconomic rent. Over time, these properties were used less and less as other welfare arrangements provided a better standard of accommodation for those in need.

Over time and with less use these old properties were redeveloped into accommodation for pensioners and the long standing exemptions continued without review. The owners of these properties (registered charities and religious organisations) soon realised that there was a developing market for retirement properties, particularly those providing community facilities in a "village" atmosphere.

New properties were purchased and the rate of construction of these developments increased tremendously. The City of Stirling and many other local governments recognised the changes and reassessed the rating exemptions previously awarded.

These new developments no longer provide just "a roof over their heads" of the disadvantaged but rather provide quality housing for a range of people including those still working and those who are independent in retirement.

COMMENT

In 2005 the City of Stirling lost an appeal to the state Administrative Tribunal relating to rating exemptions for independent living units in retirement villages owned by charitable organisations. Since that time, pressure has been mounting to allow charitable exemptions in other situations.

The circumstances of the latest situation involve a large number of Homeswest properties which have been leased to charitable organisations at a peppercorn rent. These properties are then leased to individuals or families where one or more of the occupants has a disability. Legal advice has indicated to the City that given the rulings in the retirement village case these community housing properties are also exempt from rates under the current legislation.

The City has now lost revenue of \$1.090M per annum relating to independent living units in retirement villages and \$0.171M per annum in relation to "community housing" properties predominately leased from Homeswest.

The fact is the City is still required to provide facilities and services to the residents of these properties and no longer receive nay contribution form them. This burden now falls on the remainder of the community resulting in a pseudo welfare system.

Unfortunately, the current situation involves the incremental cost shifting of welfare to local governments. Pensioners and persons with disabilities are able to access state funded rating concessions through the Pensioners Rates Rebates and Deferment Act 1992. This is considered to be an appropriate means tested, welfare arrangement where the benefit goes directly to the targeted recipient. It should be noted that the benefit from any rates exemption goes to the owner, in these cases this is the charitable organisation, which may or may not pass on the benefit to their tenants.

The charitable exemption provisions of the Act have been in place for over half a century. During this time, the world has taken on a much more business focussed approach. It is Local Governments belief that the previous exemption provisions which gave rate relief to crisis care accommodation is now being exploited for business purposes. The State Administrative Tribunal concluded that the exemption provisions would need amendment if the independent living units in retirement villages were to become rateable.

Since the State Administrative Tribunal ruling in 2005 the Local Government Advisory Board has held an "Inquiry into the Operation of Section 6.26(2)(G) of the Local Government Act 1995 - rating of land used for charitable purposes". The previous government, after much political lobbying and media attention generated by the charitable sector, decided not to change the Act. This was extremely disappointing and the City of Stirling requests that this matter be revised and some fairer outcome result.

The attachment (Attachment 2) is an advertisement announcing the latest stage to the Freemasons retirement village in Alexander Drive, Menora. In their own words "First Class Retirement Village Lifestyle" offering "stunning new luxury 3 bedroom, 2 bathroom retirement villas" – are "priced for today's market at \$750,000". These are not freehold sales but "lease for life" arrangements where the owner, Freemasons WA, is able to obtain a charitable exemption from Council Rates.

MOVED Mayor Boothman SECONDED Cr Stewart that the North Metropolitan Zone Committee SEEKS the support of the West Australian Local Government Association (WALGA) to lobby the State Government for a change to the Charitable Rating Exemption provisions within the Local Government Act (1995).

Discussion ensued.

MOVED Cr Fishwick SECONDED Cr Re that consideration of this matter be DEFERRED to enable views to be provided by Member Councils.

The Motion was Put and

CARRIED

7.6 LATE REPORT - CITY OF STIRLING - REPORT ON STATE ADMINISTRATIVE TRIBUNAL PROCESS

Report submitted by City of Stirling

IN BRIEF

At the WALGA North Metropolitan Zone Meeting in late November 2008 it was resolved that comments be sought from Member Councils on the State Administrative Tribunal (SAT) process. This report provides the City of Stirling's comments on the matter.

BACKGROUND

The majority of the City's interaction with the SAT relate to development related matters in either planning, building or environmental health/compliance where the City has been a decision maker or issued a notice under relevant legislation.

The City is therefore the respondent to these matters and is required to allocate resources in supporting its response to an application for review lodged with the SAT by an applicant.

COMMENT

The City of Stirling has experienced significant levels of development activity during the past 3 years and at any one time may be dealing with up to 17 individual SAT matters, which are resolved either via mediation or through a decision of the Tribunal or by the applicant withdrawing their application for review.

Apart from the ability for an applicant to seek review of a discretionary decision of the City, the SAT process has proved useful in a number of respects in relation to a range of City of Stirling matters:

- Supporting the Council's policy position in respect to refusal of specific demolition applications in Heritage Protection Areas of the Mt Lawley, Menora and Inglewood following the adoption in mid-2006 of new Character Retention Guidelines. The SAT's decisions have added credibility to the Council's Guidelines and have been used when considering similar applications.
- Mediating matters of significant concern which impacted beyond a City Planning decision, as in the case of the Moss Glades Retirement Village which was also the subject of a separate action brought against the village developers by the residents of the village and the Department of Employment and Consumer Protection. This enabled the SAT to conduct joint mediations in attempt to resolve the range of matters with the developer of the village.
- 3. Dealing with protracted matters such as that of a residence that was unfit for habitation involving two elderly residents. The outcome was the SAT upholding the order to demolish the house. The SAT process provided an impartial vehicle to determine the validity of the City's notice and proved to be the best approach in dealing with this matter and enabled other government agencies to become involved.
- 4. The opportunity to review the original decision (when instructed by the SAT) in respect to matters where new information is provided by an applicant, thus potentially avoiding the costs of a full hearing.

The processes used by SAT are generally seen by the City to be reasonable. The SAT does make every effort to deal with matters efficiently and promptly, however the delivery of decisions in some cases can take a number of months. At Stirling, the Council is provided with a monthly update of the status of SAT matters to enable Councillors to see all matters currently before the Tribunal.

The introduction of the SAT has placed additional resource demands on local government, both in terms of human and financial resource requirements. The City has an adopted procedure for dealing with SAT matters which aims to mitigate these costs by ensuring that legal representation is only used when necessary. Overall however, the SAT process is seen by the City to be fair and transparent. The City recognises that in dealing with quasi-judicial matters such as planning decisions, where discretion is being exercised, that the Council (and also officers acting under delegated authority) need to be diligent in its decision making processes and provide reasoning based on sound planning grounds.

Where applicants submit an application for review to the SAT that may be without apparent substance, the City's experience is that these are normally dealt with quickly and efficiently by the SAT member. One potential improvement however, would be to have a clearer process to enable costs orders to be more easily granted to respondents (in this case the Local Government) where an application for review is made and where there is no real substance supporting the application. This would provide some compensation for the considerable work undertaken by the Local Government in providing a response and would assist in discouraging frivolous applications for review.

RECOMMENDATION

That the North Metropolitan Zone NOTES the report of the City of Stirling in relation to the State Administrative Tribunal Process.

This item was considered earlier in the meeting, in conjunction with Item 7.2

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

No comment was raised.

MOVED Cr Fishwick SECONDED Cr Steward that the WALGA State Council agenda be RECEIVED.

The Motion was Put and

CARRIED

9. WALGA STATE COUNCIL MEMBERS' REPORTS

The Chairperson provided an overview of the WALGA President's Report for March/April 2009 – Attachment 1 refers.

MOVED Cr Roberts SECONDED Cr Tyzack that the WALGA President's Report be RECEIVED.

The Motion was Put and

CARRIED

10. GENERAL BUSINESS

Cr Mitchell advised that a WALGA/LGMA forum will be held on Monday 4 May 2009 at the Hyatt.

11. DATE, TIME & PLACE OF NEXT MEETING

The next meeting will be held on Thursday 28 May 2009, at 6.00 pm at the City of Wanneroo.

12. CLOSURE

The meeting closed at 1900 hrs.



WALGA PRESIDENT'S REPORT March/April 2009

MINISTER FOR LOCAL GOVERNMENT'S REFORM PROPOSALS - LOCAL GOVERNMENT RESPONSE

As you are aware the WALGA State Council held a special meeting on 4 March to discuss the sector's response to the Local Government Minister's call for voluntary amalgamations. State Council unanimously resolved to support voluntary structural reform of the sector, with WALGA directed to support Councils throughout the process and assist Local Governments in preparing responses to the Minister.

Lobbying activity to be carried out over the next few months will focus upon:

- seeking commitment to Principles and Actions of the SSS Report,
- support for a collaborative approach to reform,
- request to extend the timeframe for Council responses,
- appropriate financial resources to be made available to assist with the cost to Local Government in preparing submissions to the Minister, and
- seeking commitment that any changes to Local Government boundaries be based upon an appropriate business case that is demonstrated and proven to develop sustainable Local Governments.

The Association has been directed to seek to partner with the State Government, the Department, and the sector to achieve the best possible outcomes from a voluntary reform process. To this end, WALGA will be requesting that together with the State Government we develop more quantitative guidelines for Local Governments to use when preparing responses to the Minister.

The proposed framework would outline preferred reform models and benchmarks, identify specific elected member to resident ratios and area and/or population figures for consideration, dependent upon specific geographical locations of Local Authorities.

We are seeking to meet with the Minister as soon as possible to discuss these issues.

On an Operational front, WALGA's SSS Taskforce has endorsed an operational plan to guide WALGA staff on the Associations support for Local Governments.

There are two distinct phases to the reform proposals:

- Phase One Next six months Concentrate on the Sector
- Phase Two— Six to eighteen months Concentrate on the Community (As well as continuing communication with the sector)

The plan in Phase One will be aimed at the following:

- Assisting Local Governments in whatever capacity it can. This may be through attending meetings of ROCs, VROCs and Zone meetings.
- Identify and assist some individual Councils that may need specific help.
- Facilitating Community Meetings on the request of Local Governments.
- Provide a schedule of Consultants.
- Develop and provide resources such as a Template for submission responses and other resources as determined.
- Hold a State-wide Forum during the process.

In Phase Two we can inform the Community on the ability to demand a poll and the poll provisions and any information that can assist in advice to the community.

The Association has already sent a WALGA Officer to Queensland to obtain information on the Queensland amalgamation process and this information is invaluable and will be used to assist the Association and Local Governments.

We also held a forum for members of the Minister's Steering Group, Local Government Advisory Board members, LGMA Board members and State Councillors which heard from people involved in the South Australian and Queensland processes to gain knowledge on their reform activity.

It is hoped that the State-wide forum will be run in conjunction with the LGMA.

The Association is also represented on the four working groups the Minister has established.

- Corporate and Strategic Planning
- Commercial Enterprises and Urban Development
- Training and Capacity Building
- Legislative Reform

These working groups are actually using the research from the SSS report as a starting point; so this is very positive aspect to the reform announcements.

MEETING WITH THE DEPUTY PREMIER; MINISTER FOR HEALTH AND INDIGENOUS REFORM

WALGA Deputy President, Mayor Troy Pickard, senior staff and I met with the Deputy Premier, Minister for Health and Indigenous Affairs the Hon Dr Kim Hames MLA on 20 January 2009.

The discussion focused on:

- the role of Local Government in service provision to Indigenous Communities,
- the Council of Australian Government's "Closing the Gap" on Indigenous Disadvantage agenda, and
- the development of the new Bilateral Agreement on Indigenous Affairs between the Commonwealth and State Government.

The Minister agreed that Local Government needs to be included in the discussions, and advised he would insist that Local Government be a signatory to those components of the revised Bilateral Agreement for Indigenous Affairs for which they would have responsibility.

I outlined the current infrastructure issues facing the Local Government sector, advising that in order for Local Government to address the "Closing the Gap" agenda and deliver services to Indigenous Communities, infrastructure deficits need to be addressed.

The Minister acknowledged that this would need to be undertaken in order to move forward and was surprised that it had not already occurred. The Minister requested WALGA consider what support Local Government could provide to undertake such an audit.

INDIGENOUS IMPLEMENTATION BOARD

The inaugural meeting of the Board was held in February 2009, with WALGA CEO Ricky Burges attending as a Board Member.

The purpose of this Board is to:

- build stakeholder involvement,
- ensure that recommendations from earlier reports have been implemented where appropriate,
- · consider the structural underpinnings of indigenous disadvantage and
- recommend ways in which service delivery can be enhanced.

One key focus of the Board will be the development of a proposal for a regionally based reform agenda that can be progressed through COAG and modelled federally.

This will include recommending ways to improve Indigenous engagement in local decision-making and action, as well as enhancing the corporate and non-government sectors' involvement and contribution to positive outcomes related to the serious issues involved.

MEETING WITH MINISTER FOR ENERGY: TRAINING, HON PETER COLLIER

Deputy President, Mayor Troy Pickard, senior staff and I met with the Hon Peter Collier MLA to discuss areas of interest within his portfolio. The impact of the street lighting tariff increase on Local Government was brought to the Minister's attention and the appropriateness of the increase in light of poor performance standards by Western Power and the lack of contestability in hardware, service, ownership and energy supply.

Street lighting issues discussed included energy efficiency and renewable energy, the time taken to repair faulty streetlights, lack of auditing, the time frame to undertake works, the lack of transparency with costs and the impact of Western Power policies on the Blackspot programme. The Minister requested additional information and WALGA will work with the Institute of Public Works Engineers (IPWEA) to put forward solutions for discussion.

The Underground Power Project was discussed in particular the impact of the local community funding contribution on projects being undertaken. The Minister advised that whilst there is no formal review of the project that this may be considered and WALGA would be a closely involved in any review.

In relation to TAFE, the Minister advised of his intention to instigate a review of the TAFEWA system. CEO Ricky Burges sought and received an indication that WALGA would be invited to contribute feedback on the effectiveness of the system, with a particular emphasis faced by rural, regional and remote Councils, and in the difficulty faced by most Local Governments in receiving a consistent range of training service support.

I also discussed the Government's Local Government reform agenda and raised concern that the public threat of forced mergers does not demonstrate a commitment to partnership. WALGA sought the Minister's support to ensure that there is collaboration and cooperation between State and Local Government and WALGA so that an effective and sustainable outcome is achieved.

MEETING WITH MINISTER FOR ENVIRONMENT; YOUTH, HON DONNA FARAGHER

On 24 February, I met with the Minister for Environment; Youth, Hon Donna Faragher MLC to discuss key issues of concern for Local Government.

The Minister expressed ongoing commitment to the *Towards Zero Waste* vision for Western Australia, and indicated she was awaiting the outcome of the national Container Deposit Systems report and listening to local stakeholders with regard to this issue.

I reinforced the importance of partnerships on agreed areas of mutual endeavour, and the Minister committed to a partnership approach and ongoing dialogue with the sector. I also conveyed the high levels of commitment and investment by the sector in the areas of environmental protection and natural resource management, and the importance of having both Local Government and the Department of Treasury and Finance involved in the governance arrangements for natural resource management in Western Australia.

In relation to climate change, we enquired as to the level of work currently being undertaken by the State Government, given Local Government abatement measures to date and the strong requirement for adaptation investment, particularly in relation to land use planning and infrastructure provision. The Minister reinforced the Government commitment to an adaptation strategy, which is currently a work in progress.

In relation to coastal and marine issues, the Minister agreed that a contingency funding model is worthy of consideration on the issue of the management of deceased or dying marine mammals in coastal environs, and that she would refer it to the Department of Environment and Conservation for consideration.

The Minister indicated she would like to meet quarterly and also committed to her availability on an ad hoc basis where the need arises.

MEETING WITH THE POLICE COMMISSIONER, KARL O'CALLAGHAN

On 25 February 2009, the Deputy President Troy Pickard and Mayors, Presidents and Chief Executive Officers from the Central, Great Eastern, Murchison and Peel Zone joined me in meeting with Police Commissioner Karl O'Callaghan. The focus of the meeting was to discuss police resourcing concerns and the closure of the Menzies, Trayning and Upper Gascoyne police stations.

The meeting was very productive, with the Commissioner expressing genuine willingness to work in partnership with Local Government. He acknowledged the tensions that are faced in sustaining regional communities, and understood the necessity of police presence to attract investment and essential government services. The Commissioner advised that the Menzies, Upper Gascoyne and Trayning police stations would remain closed at this time; however conceded that the better service promised may not have been completely honoured and would work with the affected communities to address their concerns.

The Commissioner extended an invitation to Deputy Mayor Troy Pickard and I to meet on a quarterly basis to discuss issues impacting on Local Government and their communities. I accepted the invitation and I will arrange for an agenda template to be distributed to Member Councils to ensure your issues are addressed. The Commissioner also advised that he would

welcome invitations to meet with individual Local Governments to discuss their policing issues. I encourage you to invite him to your Council or Zone meetings.

PREFERRED SUPPLY – ASSET MANAGEMENT CONSULTANCY SERVICES

In response to Member requests, WALGA has put together a Panel of providers for professional services in the area of asset management.

It is expected that Local Governments will draw off the Panel to source external services of both an advisory and technical nature to support its Asset Management activity. The Panel is also intended to deliver the expertise into the sector that allows Local Governments to become self-sufficient with respect to future asset management activities. In addition to meeting the strategic and educative needs associated with the development of Asset Management Plans (and/or implementation of WAAMI outcomes), the panel will provide access to technical services such as condition testing, measurement and predictive modelling, and data mapping. The contract provides specialist services for all asset classes.

Access to suppliers on the Panel is through the means of direct quotation on an assignment or project basis. WALGA has also developed a Consultancy Contract Template that is recommended for adaptation and use for engaging the Preferred Supplier consultancy. WALGA is currently engaged in a contracting process and anticipates the appointment of a broad panel of 15 providers of generalist and specialist services. The new Contract will be accessible from 8 May 2009.

PREFERRED SUPPLY - TRUCKS AND ASSOCIATED EQUIPMENT

WALGA is pleased to confirm the establishment of a new Preferred Supplier Panel for the Provision of Trucks and Associated Equipment.

A total of eight (8) suppliers have been appointed to this panel, including three (3) located in regional Western Australia. Suppliers include:

- Kenworth Daf WA suppliers of Kenworth and Daf
- Scania Australia suppliers of Scania
- Albany City Motors suppliers of Isuzu
- Paveline International road maintenance specialists
- Waltons suppliers of Isuzu, Mercedes, Freightliner, Sterling
- Diesel Motors Trucks suppliers of Mercedes, Freightliner, Sterling
- Purcher International suppliers of Mitsubishi Fuso, Iveco, International
- AV Truck Services suppliers of UD Nissan, Man, Western Star

The new Preferred Supplier Panel will offer a broad range of benefits to WALGA Members on Trucks and Associated Equipment, including discounts on market rates and increased flexibility for Members by offering an extensive equipment range, brand representation, pricing alternatives and facilitates direct access to suppliers.

The unique pricing structures of and the numerous options and specifications associated with Trucks and Associated Equipment dictated that this Preferred Supplier Panel operate via a multiple quotation system, the competitiveness of which will deliver pricing advantages and savings to Members.

Members will be able to access the Panel directly or by using a form of quotation outlining the purchase requirement along with specification details and then forwarding this documentation to some or all of the endorsed Panel members.

For Members seeking to dispose of used Trucks and Equipment, WALGA has established a convenient disposal facility that can be accessed through the WALGA Tender Bureau Service.

For further information, please contact Business Development Project Manager, Dale Chapman on 08 9213 2095 or email dchapman@walga.asn.au

NATURAL RESOURCE MANAGEMENT (NRM)

WALGA, in collaboration with LGANT and the LGAQ and the Northern Alliance of NRM Regions (including the Rangelands NRM region) are developing a multi million dollar proposal to the Australian Government Caring for our Country program.

The proposal seeks to support local governments in the assessment and integration of ecological assets into their strategic planning and land use planning frameworks.

Based on the successful Perth Biodiversity Project, the proposal seeks the resources to work with individual and regional local governments to achieve the following outputs over a five year period:

- an audit of biodiversity assets in the region (focusing on the area managed by the eight Local Governments situated in WA)
- development of biodiversity and NRM planning guidelines
- development of Local Biodiversity or NRM Protection strategies developed by Local Governments in the region
- preparation of management plans for natural areas
- development and delivery of training and awareness workshops for Elected Members, CEOs and Staff
- development and delivery of an Environmental Youth Engagement Model to increase and enhances the knowledge, skills and experiences of young people in relation to Local Government and local community NRM
- the development of a template for Council-based community volunteer programs designed to attract regional visitors to volunteer in council NRM programs (based on a Queensland Remote Regional Council Grey Nomad pilot program).

INTRODUCTION OF ROMAN II

The ROMAN replacement project is an important and essential undertaking of Local Government being considered at this State Council meeting. In parallel with the State Council agenda process WALGA has been briefing CEOs, Asset Managers, Engineers and Works Managers on the replacement project and the proposed replacement product. Feedback so far has been positive.

2009 ASSET MANAGEMENT FORUM 8 MAY 2009

The program for the inaugural WA Local Government Asset Management Forum is in the final stages of completion. This one day event will focus on the key issues facing Local Governments in the management of Local Government assets.

The Forum will cover: Asset Management, National and State perspectives; WA Local Government Asset Management perspectives; and how to address the challenges and opportunities for WA.

RECYCLED PRODUCTS IN LOCAL GOVERNMENT CONSTRUCTION AND MAINTENANCE ACTIVITIES

WALGA was awarded a grant from the Strategic Waste Initiatives Scheme to develop a policy position and framework to facilitate the use of recycled content by Local Government in construction and maintenance activities.

A draft report, looking into the drivers and inhibitors for Local Government to use recycled materials in roads, paths and other appropriate infrastructure, has been drafted by the consultants for the working group overseeing this project. The draft report will be available for comment by the end of the March. We are interested to hear comments from the Pilbara and Kimberly on the report and how it addresses specific needs of these regions.

PRESIDENT'S CONTACTS

During the February – March period, contacts that have occurred or are scheduled to take place prior to the April State Council meeting are as follows:

State Government Relations

Meetings with:

- NRM Ministerial Review Meeting
- Inquiry into the Tobacco Products Control Amendment
- Water Forever, Mr Jim Gill, CEO, Water Corporation, Ms Meredith Blais, Manager, Water Industry Policy
- Mr Paul Papalia MLA, Shadow Minister for Local Government
- Hon Eric Ripper MLA, Leader of the Opposition
- Swan River Trust Local Government Mayoral Forum
- Hon Donna Faragher MLC, Minister for Environment; Youth
- Commissioner Karl O'Callaghan, WA Police
- Hon Peter Collier MLC, Minister for Energy; Training
- Mr John Bowler MLA
- Hon Robyn McSweeney MLC, Minister for Child Protection; Community Services; Seniors
 & Volunteering
- Mr John Crosby and Mr Craig Mickle, Australian Government Western Australian Grain Freight Review

Local Government Relations

Meetings with:

- Mr Bradley Woods, CEO, Australian Hotels Association
- Regional Chairs of NRM Workshop
- Local Government Reform Steering Committee
- Conservation Commission
- ALGA Board Meeting
- Lord Mayor's Distress Relief Fund
- Dr Shayne Silcox, CEO, City of Melville
- LGIS Planning Day
- Mr Stuart Wearne, CEO, Town of East Fremantle
- Canning Bridge Steering Group
- Mr Greg Denton, Worley Parsons, Mr Michael Boros & Mr Vince Paparo, Freehills -Pilbara Integrated Power Project
- ALGA Board Strategic Planning Meetings

- Senate Standing Committee on Rural and Regional Affairs & Transport Inquiry into Public Transport
- Grain Infrastructure Group
- LGIS Board

Conferences / Workshops / Public Relations

- City of Joondalup 2009 Valentine's Day Concert
- Sponsor Dinner: Mr & Mrs Anthony Quahe, Civic Legal
- Launch: ROMAN Replacement Project
- Reception at Government House: Guest Her Excellency Ms Quentin Bryce AC, Governor General
- Kimberley:Pilbara Joint Forum Dinner
- City of Swan Mayoral Dinner
- Launch: Blessing of the Roads

Zone

• Avon-Midland Country Zone Conference