



MINUTES

ORDINARY COUNCIL MEETING

TIME: 5.30PM

10 DECEMBER 2009

VENUE – TOWN OF VICTORIA PARK

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

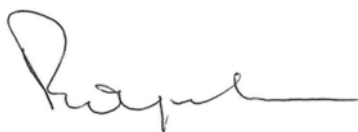
NOTICE OF MEETING

4 December 2009

Councillors of the Mindarie Regional Local Government are respectfully advised that an Ordinary Meeting of the Council will be held in the Council Chambers of the Town of Victoria Park, 99 Shepperton Road, Victoria Park, at 5.30pm on Thursday 10 December 2009.

The business papers pertaining to the meeting follow.

Your attendance is requested.



KEVIN POYNTON
Chief Executive Officer

MINDARIE REGIONAL COUNCIL - MEMBERSHIP

Cr J Bissett (John)	Town of Victoria Park
Cr D Boothman (David)	City of Stirling
Cr R Butler (Rob)	City of Perth
Cr S Cooke (Sharon)	City of Stirling
Cr S Farrell (Steed)	Town of Vincent
Cr R Fishwick (Russ)	City of Joondalup
Cr L Gray JP (Laura)	City of Wanneroo
Cr K Hollywood (Kerry)	City of Joondalup
Cr D Newton JP (Dot)	City of Wanneroo
Cr C MacRae (Corinne)	Town of Cambridge
Cr J Robbins (Jason)	City of Stirling
Cr B Stewart (Bill)	City of Stirling

NB: Although some Councils have nominated alternate members, it is a precursor to any alternate member acting that a Council carries a specific resolution for each occasion that the alternate member is to act, referencing Section 51 of the Interpretation Act. The current Local Government Act does not provide for the appointment of deputy or alternate members of Regional Councils. The DLGRD is preparing an amendment to rectify this situation.

MINUTES OF THE ORDINARY COUNCIL MEETING OF THE MINDARIE REGIONAL COUNCIL HELD IN THE COUNCIL CHAMBERS OF THE TOWN OF VICTORIA PARK, 99 SHEPPERTON ROAD, VICTORIA PARK WESTERN AUSTRALIA ON 10 DECEMBER 2009 COMMENCING AT 5.30PM.

PRESENT: Chairman

Cr R Fishwick
Cr J Bissett
Cr D Boothman
Cr R Butler
Cr S Cooke
Cr S Farrell
Cr L Gray JP
Cr K Hollywood
Cr C MacRae
Cr D Newton JP
Cr J Robbins
Cr B Stewart

APOLOGIES:

Nil

ABSENT:

Nil

IN ATTENDANCE:

Mindarie Regional Council Officers

K F Poynton
K Dhillon
C Gibson
L Nyssen
M Tolson

Chief Executive Officer

Member Council Officers

E Albrecht
J Bonker
K Caple
C Colyer
G Eves
D Forster
J Giorgi
M Glover
G Hunt
A Kyron
R Lotznicker
J Pritchard
M Tidy
A Vuleta

Consultants

M Cave
J King

L Gallop
J Woodhouse

VISITORS:

Nil

MEDIA:

Nil

Confirmed by resolution of the Council on 25 February 2010

.....Chairman

PUBLIC:

R Sebrechts

MINUTES
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1 OATHS/AFFIRMATIONS OF ALLEGIANCE AND DECLARATIONS OF OFFICE
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All Councillors completed a Declaration of Office proforma.

Mr John Woodhouse explained to Councillors the preferential voting process of Chairman and Deputy Chair for Mindarie Regional Council.

Elections were then conducted by the CEO in accordance with the appropriate legislation, and the MRC Constitution. The CEO declared appointments as follows:

Chairman : Cr Fishwick
Deputy Chair : Cr Mac Rae

The Chairman and Deputy Chairman then completed their Declaration of Office proforma.

(a) Audit Committee : Chairman, Cr Butler, Cr Boothman

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

(Carried: 12/0)

(b) CEO Performance Review Group : Chairman, Deputy Chair
Cr Gray

MOTION: (Moved: Cr Hollywood Seconded Cr Butler)

(Carried: 12/0)

Cr Bissett

MOTION: (Moved: Cr Stewart Seconded Cr Cooke)

(Carried: 12/0)

(c) MWAC Representative : Cr Bissett

MOTION: (Moved: Cr Stewart Seconded: Cr Booth)

(Carried: 12/0)

(d) RRF Project Advisory Group Representative : Cr Gray

MOTION: (Moved: Cr MacRae Seconded Cr Newton)

(Carried: 12/0)

Notes:

- Appointments of Chairman, and Deputy Chair until 30 June 2010
- All other appointments until Local Government elections - 2011

2 QUESTION TIME

Nil.

3 ATTENDANCE AND APOLOGIES

Refer Page 3.

4 MINUTES

4.1 ORDINARY COUNCIL MEETING – 15 OCTOBER 2009

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

The Minutes of the Ordinary Council Meeting held on 15 October 2009 have been printed and circulated to members of the Council.

RECOMMENDATION

That the Minutes of the Ordinary Council Meeting of Council held on 15 October 2009 be taken as read, confirmed and the Chairman invited to sign same as a true record of the proceedings.

(Carried: 12/0)

5 ANNOUNCEMENTS

The Chairman, Cr Fishwick, thanked fellow Councillors for electing him to the position of Chair. He welcomed all Councillors – those returning to Mindarie Regional Council and those new to Mindarie Regional Council.

He made particular mention of the leadership of the former Chairman, Cr Rod Willox.

6 DEPUTATIONS

Nil

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

8 REPORTS

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

Disclosure of Financial and Proximity Interests

- (a) *Members must disclose the nature of their interest in matters to be discussed at the meeting. (Section 5.6B and 5.65 of the Local Government Act 1995).*
- (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.*
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8.1 TECHNICAL WORKING GROUP – 27 NOVEMBER 2009

8.1.1 Tech Com. Item 1

SUBJECT: BUSINESS REPORT (FOR THE PERIOD 21 SEPTEMBER 2009 – 19 NOVEMBER 2009)

MOTION: (Moved: Cr Mac Rae Seconded: Cr Farrell)

TWG OFFICERS RECOMMENDATION

That Council receive this progress report for the period 21 September 2009 – 19 November 2009 against Annual Business Plan 2009/2010.

Nil discussion.

COUNCIL RECOMMENDATION

That Council receive this progress report for the period 21 September 2009 – 19 November 2009 against Annual Business Plan 2009/2010.

(Carried: 12/0)

8.1.2 Tech Com. Item 2

SUBJECT: RESOURCE RECOVERY FACILITY UPDATE REPORT (FOR THE PERIOD 16 OCTOBER 2009 – 10 DECEMBER 2009)

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

TWG OFFICERS RECOMMENDATION

That Council note the RRF update report.

The CEO was requested to provide electronic copies of the RRFA and User Manual to all Councillors.

COUNCIL RECOMMENDATION

That Council note the RRF update report.

(Carried: 12/0)

8.1.3 Tech Com. Item 3

SUBJECT: MINDARIE REGIONAL COUNCIL OFFICER FORUMS

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

TWG OFFICERS RECOMMENDATION

That Council:

- (i) Endorse consultant recommendations as follows:
- That two committees be established, with one to consider upcoming Mindarie Regional Council Meeting Agendas (the Agenda Review Committee) and the other committee established to deal with strategic projects as a planning group (Strategic Project Group)
 - That the committee dealing with the agenda review not be established as a committee of the Council but rather an ad hoc group be convened by the Mindarie Regional Council CEO
 - That the committee dealing with the strategic projects be established as a committee of the Council under s5.8 and s5.9(2)(e) (employees and other persons) of the *Local Government Act 1995*
 - That the Mindarie Regional Council CEO in convening a committee related to agenda review consider calling it the “Agenda Review Committee”
 - That the name of the proposed project planning committee to be established under s5.8 of the *Local Government Act 1995* be called the Strategic Project Committee
 - That the membership of the proposed Agenda Review Committee be determined by the Mindarie Regional Council CEO on the understanding that each member Council will be invited to have one representative on the Committee
 - That the Mindarie Regional Council in establishing the proposed Strategic Project Committee appoint the Mindarie Regional Council CEO and the CEO or his/her nominee as the employee representative from each member Council
 - That the Mindarie Regional Council in establishing the proposed Strategic Project Committee appoint a deputy to the Mindarie Regional Council CEO and member Council CEO of another employee as deputy representative by position title
 - That employees, other than the member Council representative or deputy member Council representative, be permitted to attend meetings of the Strategic Project Committee to provide specialist knowledge and support
 - That the Strategic Project Committee of the Council submit a report to each Mindarie Regional Council Meeting
 - That the report of the Strategic Project Committee contain where appropriate recommendations and progress reports on matters under consideration by the Strategic Project Committee.
 - That a Mindarie Regional Council Agenda contain a “stand alone” agenda item for the receiving and consideration of the minutes from meetings of the Strategic Project Committee
 - That the Mindarie Regional Council CEO consider when establishing the Agenda Review Committee including the following roles and functions in the terms of reference:
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- 1) examine all the reports that are to be included on the MRC Meeting Agenda;
 - 2) review the information provided in each agenda item to ensure that it is adequate for the MRC to make a decision;
 - 3) ensure all matters have a recommendation or an explanation as to why no recommendation has been submitted; and
 - 4) ensure the recommendations reflect the current policy and practice of the MRC and member Councils.
- That the Strategic Project Committee prepare for consideration by the Mindarie Regional Council a draft terms of reference for the role and function of the Strategic Project Committee, having regard to the following:
 - 1) lead research and policy direction on key strategic issues for recommendation to the MRC;
 - 2) address any cross organisational issues that would benefit from focussed effort and corporate attention and oversight;
 - 3) address any issues that may have a high social, environmental and financial impact on the member Councils or the MRC;
 - 4) consider the reports prepared on strategic projects and recommend to the MRC an appropriate course of action; and
 - 5) assist the MRC CEO in developing strategies to respond to Government requirements as they affect the business operations of the MRC
- (ii) Authorise Chief Executive Officer to develop a policy, including Terms of Reference for the Agenda Review Committee and Strategic Project Committee, for consideration by Council in February 2010

Nil Discussion.

COUNCIL RECOMMENDATION

That Council:

- (i) Endorse consultant recommendations as follows:
 - That two committees be established, with one to consider upcoming Mindarie Regional Council Meeting Agendas (the Agenda Review Committee) and the other committee established to deal with strategic projects as a planning group (Strategic Project Group)
 - That the committee dealing with the agenda review not be established as a committee of the Council but rather an ad hoc group be convened by the Mindarie Regional Council CEO
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- That the committee dealing with the strategic projects be established as a committee of the Council under s5.8 and s5.9(2)(e) (employees and other persons) of the *Local Government Act 1995*
 - That the Mindarie Regional Council CEO in convening a committee related to agenda review consider calling it the “Agenda Review Committee”
 - That the name of the proposed project planning committee to be established under s5.8 of the *Local Government Act 1995* be called the Strategic Project Committee
 - That the membership of the proposed Agenda Review Committee be determined by the Mindarie Regional Council CEO on the understanding that each member Council will be invited to have one representative on the Committee
 - That the Mindarie Regional Council in establishing the proposed Strategic Project Committee appoint the Mindarie Regional Council CEO and the CEO or his/her nominee as the employee representative from each member Council
 - That the Mindarie Regional Council in establishing the proposed Strategic Project Committee appoint a deputy to the Mindarie Regional Council CEO and member Council CEO of another employee as deputy representative by position title
 - That employees, other than the member Council representative or deputy member Council representative, be permitted to attend meetings of the Strategic Project Committee to provide specialist knowledge and support
 - That the Strategic Project Committee of the Council submit a report to each Mindarie Regional Council Meeting
 - That the report of the Strategic Project Committee contain where appropriate recommendations and progress reports on matters under consideration by the Strategic Project Committee.
 - That a Mindarie Regional Council Agenda contain a “stand alone” agenda item for the receiving and consideration of the minutes from meetings of the Strategic Project Committee
 - That the Mindarie Regional Council CEO consider when establishing the Agenda Review Committee including the following roles and functions in the terms of reference:
 - 1) examine all the reports that are to be included on the MRC Meeting Agenda;
 - 2) review the information provided in each agenda item to ensure that it is adequate for the MRC to make a decision;
 - 3) ensure all matters have a recommendation or an explanation as to why no recommendation has been submitted; and
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- 4) ensure the recommendations reflect the current policy and practice of the MRC and member Councils.
- That the Strategic Project Committee prepare for consideration by the Mindarie Regional Council a draft terms of reference for the role and function of the Strategic Project Committee, having regard to the following:
 - 1) lead research and policy direction on key strategic issues for recommendation to the MRC;
 - 2) address any cross organisational issues that would benefit from focussed effort and corporate attention and oversight;
 - 3) address any issues that may have a high social, environmental and financial impact on the member Councils or the MRC;
 - 4) consider the reports prepared on strategic projects and recommend to the MRC an appropriate course of action; and
 - 5) assist the MRC CEO in developing strategies to respond to Government requirements as they affect the business operations of the MRC
- (ii) Authorise Chief Executive Officer to develop a policy, including Terms of Reference for the Agenda Review Committee and Strategic Project Committee, for consideration by Council in February 2010

(Carried: 12/0)

8.1.4 Tech Com. Item 4

SUBJECT: ANNUAL BUDGET PROCESS AND FEE SETTING MECHANISM

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

TWG OFFICERS RECOMMENDATION

That Council approves the Draft Budget Process and the Fee Setting Mechanism detailed under “Budget Process and Fee Setting Mechanism” above.

The CEO advised, in response to a question, that the process of establishment of a revised pricing model was dependent on Member Councils establishing positions on various options, prior to the next workshop.

Some Councils have yet to advise the completion of this work to establish a position, although advice has been received to the effect that this work will be completed by end December 2009.

COUNCIL RECOMMENDATION

That Council approves the Draft Budget Process and the Fee Setting Mechanism detailed under “Budget Process and Fee Setting Mechanism” above.

(Carried: 12/0)

8.1.5 Tech Com. Item 5

SUBJECT: MINDARIE REGIONAL COUNCIL RESOURCE RECOVERY STAGE TWO OUTLINE PLAN

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

TWG OFFICERS RECOMMENDATION

That Council:

- (i) Approve the proposed ‘way ahead’ with respect to resource recovery related issues, namely progress of tasks as follows:**
 - **Authorisation for CEO MRC to seek formal advice from City of Stirling on that Council’s ‘post Atlas’ plans, including plans for ongoing commitment to a co-mingled collection system**
 - **Completion of the regional integrated waste plan**
 - **Confirmation of the State Government’s waste strategy, including the approach to Advanced Waste Treatment (AWT)**
 - **Confirmation of MRC policy regarding exemptions, following completion of the revised pricing model**
- (ii) Review progress on these tasks in April 2010, with a view to potentially revising the ‘wait and see’ approach for Resource Recovery Stage Two**

The Mover and Seconder agreed to a Council decision to amend (i) as follows:

- Final dot point
 - Delete : Confirmation
 - Insert : Development

COUNCIL RECOMMENDATION

That Council:

- (i) Approve the proposed ‘way ahead’ with respect to resource recovery related issues, namely progress of tasks as follows:**
 - **Authorisation for CEO MRC to seek formal advice from City of Stirling on that Council’s ‘post Atlas’ plans, including plans for ongoing commitment to a co-mingled collection system**
 - **Completion of the regional integrated waste plan**
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- **Confirmation of the State Government's waste strategy, including the approach to Advanced Waste Treatment (AWT)**
 - **Development of MRC policy regarding exemptions, following completion of the revised pricing model**
- (ii) **Review progress on these tasks in April 2010, with a view to potentially revising the 'wait and see' approach for Resource Recovery Stage Two**

(Carried: 12/0)

8.1.6 Tech Com. Item 6

SUBJECT: ANNUAL REPORT 2008/2009

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

TWG OFFICERS RECOMMENDATION

That Council:

- (i) **note the Auditors Report (provisional to Mindarie Regional Council's signing the Statement of Declaration on the Financial Statements)**
- (ii) **adopt the Annual Report, including The Financial Statements for Year Ended 30 June 2009**
- (iii) **authorise the Chairman and Chief Executive Officer to sign the Statement of Declaration on behalf of Mindarie Regional Council**

Cr Stewart queried why the audit statement was unsigned. Mr Dhillon advised that, in his view, the appropriate process was as follows:

- **Council to adopt the Annual Report and sign the Statement of Declaration**
- **Auditor to sign Auditors Report**

Recommendation was put to the vote and lost.

MOTION: (Moved: Cr Bissett Seconded: Cr Boothman)

The CEO is to deal with this matter under delegated authority prior to the next Ordinary Council Meeting by ensuring that the Auditor signs the Audit report prior to the Annual Report being submitted to the Minister.

(Carried: 12/0)

8.1.7 Tech Com. Item 7

SUBJECT: CONSTRUCTION OF AN EXTENSION TO EXISTING WORKSHOP BUILDING AT TAMALA PARK WASTE MANAGEMENT FACILITY

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

TWG OFFICERS RECOMMENDATION

That Council:

- (i) accept the tender (Tender No. 13/102) offered by Devco Builders of \$329,991.35 excluding GST for the construction of the workshop extension at Tamala Park
- (ii) approve an additional expenditure of \$100,000.00 for construction of the workshop extension

The CEO tabled Supplementary Information to Item 8.1.7 with revised recommendation.

REVISED RECOMMENDATION

That Council:

- (i) accept the tender (Tender No. 13/102) offered by Devco Builders of \$329,991.35 excluding GST for the construction of the workshop extension at Tamala Park subject to demonstration by Devco Builders of a satisfactory financial position
- (ii) approve an additional expenditure of \$100,000.00 for construction of the workshop extension
- (iii) approve allocation of additional funds of \$100,000.00 which will be funded from savings expected on "Excavation – Phase 3 Stage 2"

Council, upon a suggestion from Cr Bissett, requested the CEO to investigate alternatives to the title 'Tamala Park Waste Management Facility' in light of the potential for confusion with Tamala Park Regional Council.

Cr Stewart indicated support for the bid by Western Australian Building Group.

COUNCIL RECOMMENDATION

That Council:

- (i) accept the tender (Tender No. 13/102) offered by Devco Builders of \$329,991.35 excluding GST for the construction of the workshop extension at Tamala Park subject to demonstration by Devco Builders of a satisfactory financial position
- (ii) approve an additional expenditure of \$100,000.00 for construction of the workshop extension
- (iii) approve allocation of additional funds of \$100,000.00 which will be funded from savings expected on "Excavation – Phase 3 Stage 2"

(Voting Requirement – Absolute Majority)

(Carried: 9/3)

8.2 CHIEF EXECUTIVE OFFICER

8.2.1

File No: FIN/5-02

**SUBJECT: FINANCIAL STATEMENTS FOR THE PERIODS ENDED 30
SEPTEMBER 2009 AND 31 OCTOBER 2009**

MOTION: (Moved: Cr Stewart Seconded: Cr Robbins)

MRC OFFICER RECOMMENDATION

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

Nil Discussion.

COUNCIL RECOMMENDATION

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

(Carried: 12/0)

8.2.2

File No: FIN/5-02

**SUBJECT: LIST OF PAYMENTS MADE FOR THE MONTHS ENDED 30
SEPTEMBER 2009 AND 31 OCTOBER 2009**

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

MRC OFFICER RECOMMENDATION

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

Nil Discussion.

COUNCIL RECOMMENDATION

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

(Carried: 12/0)

8.2.3

File No: COR/1

SUBJECT: DELEGATED AUTHORITY : 2009/2010 CHRISTMAS NEW YEAR RECESS

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

MRC OFFICER RECOMMENDATION

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 10 December 2009 to 25 February 2010:

- (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 25 February 2010

Nil Discussion.

COUNCIL RECOMMENDATION

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 10 December 2009 to 25 February 2010:

- (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 25 February 2010

VOTING REQUIREMENT - Absolute Majority

(Carried: 12/0)

Closure of meeting to the Public.

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

That in accordance with Local Government Act 1995 Section 5.23 (2) (c) and (d) the meeting be closed to the public.

(Carried: 12/0)

8.2.4

File No: WST/119

SUBJECT: RESOURCE RECOVERY FACILITY – ISSUES RE REDUCED AVAILABILITY OF PROCESSING CAPABILITY

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

MRC OFFICER RECOMMENDATION

That Council:

- (i) approves the Rectification Plan at Attachment One to this Item , as a basis for development of a “Standstill Agreement”**
- (ii) authorises the Chief Executive Officer to work with BioVision 2020 Pty Ltd to develop a "Standstill Agreement" for the implementation of the Rectification Plan referred to in this Item, and to refer the Standstill Agreement back to Council for approval**

Suspension of Standing Orders

MOTION: (Moved: Cr MacRae Seconded Cr Gray)

That Standing Orders be suspended so as to allow general discussion on all matters associated with Item 8.2.4.

(Carried: 12/0)

The Chairman advised Council that the Supplementary Information dossier associated with this Item would be included with the Minutes.

Mr John King, former Project Director for the Resource Recovery Facility (RRF), from JK Consultants, who had been appointed to assist the administration on this matter, addressed the meeting. Key points were as follows:

- The process being followed for dealing with the Forced Outage is in accordance with the Resource Recovery Facility Agreement (RRFA)
 - A major principle followed in establishing the RRFA as a Build Own and Operate contract was that Mindarie Regional Council should not have greater liability than it would have if it was the owner of the RRF (such as would have happened if a Design and Construct model was adopted for the project)
 - Insurance is a primary mechanism for covering the costs of BioVision (BV) and the Mindarie Regional Council associated with the Forced Outage. Claims will be made against either the Industrial and Special Risk Insurance or the Professional Indemnity Insurance, depending on the outcome of a detailed investigation currently being undertaken by the insurers
 - Details of the Fee payable to BioVision by Mindarie Regional Council during the Forced Outage were provided, together with the potential total liability of Mindarie Regional Council under various scenarios that could eventuate as a result of Mindarie Regional Council agreeing to the Rectification Plan
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- The means available to BioVision to meet its obligation to reimburse Mindarie Regional Council for payments made in accordance with the Rectification Plan were identified as insurance payments received, damages claimed by BioVision from the subcontractor(s) responsible for the fault, additional equity provided by the BioVision shareholders and from the Development Security of \$2,500,000 being held by Mindarie Regional Council
 - The options available to the Mindarie Regional Council in the event that BioVision fails to restore the RRF to an Availability of greater than 92% and other grounds for Mindarie Regional Council to call a Default were explained, together with the likely implications of Mindarie Regional Council calling a Default under these circumstances

Mr King, the CEO and Ms Melanie Cave then answered Councillor questions.

Councillors agreed that careful consideration needed to be given to any alteration to the Council's risk, as established in the RRFA, in any further work.

Resumption of Standing Orders.

MOTION: (Moved: Cr Boothman Seconded: Cr Bissett)

(Carried: 12/0)

Adjournment.

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

That, in accordance with Standing Orders Clause 16.1, the meeting be adjourned for five minutes. (8.10pm)

(Carried: 12/0)

Re-commencement of meeting.

MOTION: (Moved: Cr Butler Seconded: Cr Cooke)

That, in accordance with Standing Orders Clause 16.1, the meeting be re-commenced. (8.15pm)

(Carried: 12/0)

The Mover and Seconder agreed to two (2) amendments from Council to the Recommendation as follows:

- At (i)
 - Delete 'approve' insert 'endorse'
 - Delete the comma after "item"
- At (ii)
 - Delete 'for approval'

Cr Farrell requested that his suggestion for inclusion of a reason for the amendment be recorded.

Council requested that the structure of any future meeting on this matter include a briefing from BioVision, as a pre-cursor to the meeting.

AMENDED MOTION AS FOLLOWS PUT TO THE VOTE

That Council:

- (i) endorse the Rectification Plan at Attachment One to this Item as a basis for development of a "Standstill Agreement"**
- (ii) authorises the Chief Executive Officer to work with BioVision 2020 Pty Ltd to develop a "Standstill Agreement" for the implementation of the Rectification Plan referred to in this Item, and to refer the Standstill Agreement back to Council**

(Carried: 12/0)

Meeting Open to the Public

MOTION: (Moved: Cr Stewart Seconded: Cr Butler)

That the meeting now be opened to the public.

(Carried: 12/0)

Council took Motion 8.2.4 as read.

9 NOTICE OF MOTION FOR CONSIDERATION AT THE FOLLOWING MEETING

Nil

10 GENERAL BUSINESS - SEE NOTE (1)
--

Letter of Appreciation – Cr Willox

Council resolved that a letter of appreciation be forwarded to Cr Willox.

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

(Carried: 12/0)

Chairman Closing Remarks

The Chairman thanked outgoing Town of Victoria Park CEO, Mr John Bonker, for his support to Mindarie Regional Council, and welcomed Mr Arthur Kyron, incoming CEO, Town of Victoria Park.

The Chairman issued best wishes for the festive season to all.

11	NEXT MEETING
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11.1 Ordinary Council Meeting

- **25 February 2010**
- **5.30pm**
- **City of Joondalup**

12	CLOSURE - MEETING DECLARED CLOSED AT 8.40PM
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Notes

- (1) Under this item, members have the opportunity to:
- (a) make a statement providing information related to the Council's business;
 - (b) to ask a question relevant to the Council's business.

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



MINUTES

TECHNICAL WORKING GROUP

FRIDAY 27 NOVEMBER 2009

TIME: 8.30 AM

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

20 November 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 27 November 2009 commencing at 8.30am.

Items for consideration are attached.

Yours faithfully



KEVIN POYNTON
Chief Executive Officer

MEMBERS:	K Poynton	Chief Executive Officer	Mindarie
	E Albrecht	Manager Waste Fleet	Stirling
	K Caple	Director City Businesses	Wanneroo
	C Colyer	Director Infrastructure	Cambridge
	K Dhillon	Finance & Business Services Manager	Mindarie
	G Eves	Director Infrastructure Management	Stirling
	D Forster	Director Business Units	Perth
	M Glover	Director Infrastructure Services	Joondalup
	E Herne	Director Corp Resource Management	Stirling
	R Lotznicker	Director Technical Services	Vincent
	P Hoar	Coordinator Waste Mgt	Joondalup
	S Spinks	Manager City Business	Wanneroo
	M Tolson	Operations Manager	Mindarie
	A Vuleta	Director Technical Services	Vic Park
	I Watkins	Projects Manager	Mindarie

MINUTES OF A MEETING OF THE TECHNICAL WORKING GROUP OF THE MINDARIE REGIONAL COUNCIL HELD IN THE COMMITTEE ROOM OF THE TOWN OF CAMBRIDGE, 1 BOLD PARK DRIVE, FLOREAT, ON 27 NOVEMBER 2009 AT 8.30AM.

PRESENT: K Poynton Chairman

Members Messrs	Ed Albrecht	Operations Manager	Stirling
	Karen Caple	Director City Businesses	Wanneroo
	Chris Colyer	Director Infrastructure	Cambridge
	Kalwant Dhillon	Chief Financial Officer	Mindarie
	Doug Forster	Director of Business Units	Perth
	Martyn Glover	Director Infrastructure Sves	Joondalup
	Peter Hoar	Coordinator Waste Mgt	Joondalup
	Mike Tolson	Operations Manager	Mindarie
	Anthony Vuleta	Director Technical Services	Vic Park
	Ian Watkins	Project Manager	Mindarie
	Paul Winton	Business Manager Waste Ops	Wanneroo

VISITORS Lynda Nyssen
Cathy Gibson

APOLOGIES Shane Spinks

CONFIRMATION OF MINUTES

Not applicable

MINUTES
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2	RESOURCE RECOVERY FACILITY UPDATE REPORT (FOR THE PERIOD 16 OCTOBER 2009 – 10 DECEMBER 2009)	WST/13-02	P15-23
3	MINDARIE REGIONAL COUNCIL OFFICER FORUMS	GOV/29	P24-49
4	ANNUAL BUDGET PROCESS AND FEE SETTING MECHANISM	FIN/112	P50-53
5	MINDARIE REGIONAL COUNCIL RESOURCE RECOVERY STAGE TWO OUTLINE PLAN	WST/7	P54-58
6	ANNUAL REPORT 2008/2009	COR/9	P59-137
7	CONSTRUCTION OF AN EXTENSION TO EXISTING WORKSHOP BUILDING AT TAMALA PARK WASTE MANAGEMENT FACILITY	WST/168	P138-161

ITEM 1 BUSINESS REPORT
(for the period 21 September 2009 – 19 November 2009)

File No: COR/8 (D/09/6026)

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

DETAIL

OBJECTIVE ONE – WASTE MANAGEMENT

Objective One is 'to manage waste in a way that

- Maximises resource recovery
- Minimises waste to landfill

in order to minimise environmental impact.

Existing Waste Processing Projects – Tamala Park

This table describes business activity for the period 1 July 2009 – 30 September 2009 for member councils, and others, in terms of tonnage (received for processing) and revenue associated with this tonnage.

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

	TONNAGE						REVENUE			
	RRF Actual	Landfill Actual	Total Tonnage	Budget 2009/10	Target % Year to Date	Actual % Year to Date	Actual G/L \$	Budget 2009/10	Target % Year to Date	Actual % Year to Date
MEMBERS										
Processable										
Cambridge	2,177.57	701.25	2,878.82	9,500	33.33%	30.30%	\$ 346,898	\$ 1,144,800	33.33%	30.30%
Joondalup	8,686.16	8,703.57	17,389.73	55,941	33.33%	31.09%	\$ 2,095,464	\$ 6,740,900	33.33%	31.09%
Perth	-	4,828.38	4,828.38	16,000	33.33%	30.18%	\$ 581,820	\$ 1,928,000	33.33%	30.18%
Stirling	-	4,253.22	4,253.22	12,000	33.33%	35.44%	\$ 512,513	\$ 1,446,000	33.33%	35.44%
Victoria Park	2,021.80	1,914.84	3,936.64	13,964	33.33%	28.19%	\$ 473,427	\$ 1,682,700	33.33%	28.13%
Vincent	-	3,998.15	3,998.15	13,742	33.33%	29.09%	\$ 480,738	\$ 1,655,900	33.33%	29.03%
Wanneroo	7,274.98	7,738.19	15,013.17	49,300	33.33%	30.45%	\$ 1,808,080	\$ 5,940,700	33.33%	30.44%
Sub Total										
Processable	20,160.51	32,137.60	52,298.11	170,447	33.33%	30.68%	\$ 6,298,940	\$ 20,539,000	33.33%	30.67%

	TONNAGE						REVENUE			
	RRF Actual	Landfill Actual	Total Tonnage	Budget 2009/10	Target % Year to Date	Actual % Year to Date	Actual G/L \$	Budget 2009/10	Target % Year to Date	Actual % Year to Date
Non-Processable										
Cambridge		846.19	846.19	1,200	33.33%	70.52%	\$ 56,176	\$ 79,200	33.33%	70.93%
Joondalup		3,777.67	3,777.67	10,261	33.33%	36.82%	\$ 249,444	\$ 677,200	33.33%	36.83%
Perth		45.25	45.25	37	33.33%	122.30%	\$ 2,987	\$ 2,400	33.33%	124.46%
Stirling		31,633.89	31,633.89	105,000	33.33%	30.13%	\$ 2,084,279	\$ 6,930,000	33.33%	30.08%
Victoria Park		519.24	519.24	689	33.33%	75.36%	\$ 34,269	\$ 45,500	33.33%	75.32%
Vincent		115.07	115.07	484	33.33%	23.77%	\$ 7,595	\$ 31,900	33.33%	23.81%
Wanneroo		11,185.63	11,185.63	24,700	33.33%	45.29%	\$ 735,040	\$ 1,630,200	33.33%	45.09%
Sub Total Non-Processable	-	48,122.94	48,122.94	142,371	33.33%	33.80%	\$ 3,169,790	\$ 9,396,400	33.33%	33.73%
Sita BioVision Residues		7,294.12	7,294.12	30,000	33.33%	24.31%	\$ 481,412	\$ 1,980,000	33.33%	24.31%
SUB TOTAL MEMBERS	20,160.51	87,554.60	107,715.17	342,818	33.33%	31.42%	\$ 9,950,142	\$ 31,915,400	33.33%	31.18%
CASUALS										
South Perth	-	121.34	121.34	3,090	33.33%	3.93%	\$ 13,237	\$ 337,100	33.33%	3.93%
Trade & Cash	-	13,102.40	13,102.40	46,000	33.33%	2848%	\$ 1,477,948	\$ 5,018,140	33.33%	29.45%
Sub Total Casuals	-	13,223.74	13,223.74	49,090	33.33%	26.94%	\$ 1,491,185	\$ 5,355,240	33.33%	27.85%
TOTAL	20,160.51	100,778.40	120,938.91	391,908	33.33%	30.86%	\$ 11,441,327	\$ 37,270,640	33.33%	30.70%
RECYCLING										
Recycling Centre sales							\$ 209,119	\$ 350,000	33%	60%

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

- ***The issue of resolution of a contractual dispute with a service provider, formerly known as JJ MacDonald, has progressed to the point where MRC legal advice is that it is now appropriate for MRC to negotiate with the current owner of JJ MacDonald. Legal fees this far expended by MRC total approx \$30,000***
- Utilisation of Tamala Park limestone has continued both onsite and via exploitation of offsite activities
- An investigation into the characteristics of future gas management plan is in progress with a view to the conduct of a tender exercise in early 2010. Some options for this include:
 - MRC to purchase a service and manage the products i.e. electricity, credits
 - MRC to establish a 'revenue sharing' arrangement with the contractor
- Key tasks associated with the groundwater management plan for 2009/2010 are as follows:
 - Groundwater sampling, analysis and reporting
 - The annual ground water monitoring report, including the results from 18 new bores was presented to DEC in March 2009
 - Specialist groundwater monitoring/management consultancy services will be required for planning any groundwater remediation requirements in FY 09/10 that may arise as a result of the leachate plume being detected to the north of Stage I

-
- Additional 3 borehole clusters are likely to be required to aid the investigation of the above item
 - Access to Federal Government funds to establish a 'used – fridge management capability' as an internal rather external service, at a cost saving of \$29,000 per annum, has commenced. These funds are being used to train two staff on 'used fridge management'

Existing Waste Processing Projects – Neerabup

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

OBJECTIVE TWO – WASTE PROCESSING OPPORTUNITIES

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

An Integrated Regional Plan

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

- ***Discussions with Member Council officers***
- ***Preparation of Background Paper***

The Hyder team will brief the TWG on progress at 1030hrs 27 November 2009.

Additional Processing Facilities

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

- Balcatta Transfer Station (City of Stirling)
 - Investigation into Mindarie Regional Council operation of Household Hazardous Waste (HHW) component completed
 - Alternative approach re issue of incentive scheme or other cost sharing models for HHW collection, is currently under investigation by City of Stirling
- 'Son of Tamala' Landfill
 - Issue of a Call for Submission (CFS) package, and receipt of five responses
 - Concurrently, work is progressing to investigate land for potential purchase for use as a landfill, if required

OBJECTIVE THREE – INDUSTRY LEADERSHIP AND ADVOCACY

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

SWMP Projects

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

1. 2 Bin Trial

This project seeks to address the problem of “which bin to put it in” and optimise household and non residential collection systems so that they are ready for future improvements in recycling recovery and processes. The object of this project is to develop and trial a collection system that is optimised to suit future organic and inert waste recycling for all manner of premises, without the introduction of a new “class of waste” stream and the expenses associated with the supply of bins, trucks, staff and environmental emissions associated with collection vehicles.

Participating Local Government – Town of Cambridge

Current Progress:

- **Consultation with Town of Cambridge officers**
- **Approval from council to conduct trial within Town of Cambridge**
- **Trial to be conducted February and March 2010**
- **Capital purchase quotations finalised**
- **Bin delivery and collection quotations finalised**
- **Liaison with Perth Waste and Cleanaway for collection and audit processes**
- **Newsletter article in local newspapers**
- **Finalised public consultation and marketing process**

2. Bulky Waste Characterisation

This project is designed to identify the makeup of the various waste streams, identify their sources (where they represent a single significant source). This information will then allow the Mindarie Regional Council and the City of Stirling to redesign their respective transfer stations including charging policy and materials handling procedures to increase the amount of waste diverted from landfill.

Participating Local Governments: City of Stirling, Mindarie Regional Council

Current Progress:

- **Audits undertaken at Balcatta Recycling Centre 31 August – 21 September**
- **Audits undertaken at Tamala Park 29 September – 23 October**
- **Draft report completed**
- **Final report early December**

3. Best practice bulky hard waste and garden waste verge collections

This project seeks to identify best practice recovery of bulky hard and green waste from households for the purpose of reuse and recycling.

During the project staff will audit materials placed on verges for collection, interview officers from member councils and collection contractors and collate detail on all member council collection services.

The information gathered will be used to:

- **Optimise and standardise the delivery of Local Government bulky waste verge collections**

-
- *Increase the amount of waste diverted from landfill by means of reuse and recycled*
 - *Maximise the convenience of recycling and disposing of bulky waste to the region's householders*
 - *Reduce to the community the financial and environmental costs associated with the disposal of bulky waste*
 - *Produce best practice recommendations for verge collection processes*
 - *Increasing the collection of reusable goods by charities ahead of the hard waste collection cycle*

Participating Local Governments: All member councils

Current Progress:

- ***Interviews conducted with all member councils to collate collection processes***
- ***On street audits conducted of bulk waste in six local authorities (no collections in Vincent during project period)***
- ***Interviews conducted with collection contractors***
- ***Met with charity groups to discuss extending involvement throughout region***

4. Events Recycling

The results of these investigations will be used to develop new waste management models and procedures for use throughout the region. The waste management models will also make allowance for the different sizes of events.

Participating Local Governments: City of Perth, consultation with all member councils

Current Progress:

- ***Research to identify current "best practice" waste capture and recycling at events and public places***
- ***Developed draft Guide to WasteWise Community Events in conjunction with WMRC officers***
- ***Guide distributed to WESEG members for review***

5. Council Infrastructure Works Waste Recycling

This project is designed to bring together all of the Engineering and Parks operational staff with responsibility for the recycling and disposal of solid waste generated through the construction and maintenance of Local Government infrastructure with a focus on pavement, drainage and parks operations.

The object is to identify best infrastructure waste avoidance and recycling practice and then seek to adopt the best practices through all member Local Governments through copying techniques and sharing contracts.

Participating Local Governments: All member councils

Current Progress:

- **Interviews conducted with all member councils on current infrastructure waste management processes and volumes**
- **Inspected all depot areas and storage amenities**
- **Interviews conducted with inert waste recyclers**
- **Final report mid December**

6. Reducing the Direct Environmental Impact from the Transport of Collected Recycling and Waste Materials for Present and Future Scenarios

The objective of this project is to identify what opportunities exist and what steps need to be taken to optimise the collection and transport of materials for the purposes of recycling and disposal.

The project is intended to identify the optimum travelling distances for kerbside collection vehicles in terms of premises serviced, fuels consumed and emissions to the atmosphere from when a truck is filled to capacity to the point of discharge and;

What benefits can be derived from:

- Locating processing facilities closer to the point of collection and;
- Using transfer stations to sort and move waste to more remote recycling facilities and landfill sites.

Participating Local Governments: All member councils, collection contractors

Current progress

- **Data collection from member councils**
- **Engaged Hyder Consulting to undertake study as part of Regional Plan development**

Partnership Activities

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

- Municipal Waste Advisory Council (MWAC)
 - Continued liaison with State Government representatives on an improved approach for management of the landfill levy issue, particularly in relation to the usage of levy funds
 - **Development of a submission on the draft State Government waste strategy**
- Forum of Regional Councils (FORC)
 - Further discussions with the Waste Authority WA on opportunities for partnership
 - Progress of a plan to obtain amendments to proposed State Government changes to WARR legislation, particularly in relation to the use of levy funds

-
- Waste Management Association of WA (WMAA(WA))
 - ***Development of project plans for utilisation of \$100k from Waste Authority***
 - Industry Training Council (EUPA)
 - Review and revision of waste industry training needs, using levy funds. This work is in progress

CEO MRC represented WALGA at an Environmental Forum in Sydney on 12 November 2009, where he delivered a presentation on AWT projects in WA.

OBJECTIVE FOUR – COMMUNITY ENGAGEMENT

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

Marketing Activities

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

- ***The Marketing and Waste Education Plan was endorsed by Council at its October meeting***
- ***The upgraded website went live on September 10***
- ***Compilation of the Annual Report commenced***
- ***Work continued on upgrading of the Style Guide***
- ***Monthly community update advertisements in Community Newspapers appeared in September, October and November***
- ***MRC participated in the West Australian National Recycling Week supplement (early November)***

Education Activities

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

- ***The official opening on 22 September of the new Education Centre on site at Tamala Park, which will be utilised for tour group visits and for school teacher professional development***
- The premiere of a new DVD produced by kids for kids about the need to reduce, reuse and recycle, which will be used in waste education activities
- Completion of the final HHW Disposal Day in the 09 program at Town of Vincent on 19 September
- ***Support of member councils with the metropolitan-wide battery collection program. Battery bins are now in place in each Council area***
- ***The Perth and Victoria Park 09/10 fridge calendars are currently in production***
- Successful completion of our fourth Earth Carers training course, bringing the total number of Earth Carers to more than 100
- ***Participation in a joint Regional Council display on waste management at the Perth Royal Show***
- ***Installation of display panels in the viewing platform at the RRF***

-
- ***Planning commencing on fit-out of displays at the RRF Visitors Centre***
 - ***Tours are continuing to have good levels of interest and mobile display activity has increased in line with the summer event schedules of member Councils***
 - ***Support provided to City of Perth for the Big Aussie Swap Party in Forrest Place on November 10***
 - ***Participation in a segment on the Garden Gurus (Channel 9) to reinforce the reduce, reuse, recycle message***

Community Engagement Advisory Group (CEAG) Activities

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

- Continuation of regular CEAG meetings
- ***CEAG has reviewed its Roles & Functions Statement***
- ***CEAG is in the process of reviewing performance against the CPA***
- ***The CEAG vacancy has been filled***

OBJECTIVE FIVE – ORGANISATIONAL MANAGEMENT

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

Business Systems

Key projects associated with this port folio are as follows:

- Investigation of improved budget preparation process, in conjunction with member councils
- Investigation of personnel resourcing mix, prior to Budget 2010/2011
- Investigation of improved TWG governance model for Council December 2009
- Progress of a project to develop a revised pricing model to a milestone of 'officer consideration – next draft', scheduled for December 2009

Member Council Partnerships

Key activities progressed as follows:

- Liaison Tamala Park Regional Council (TPRC) re buffer and associated issues, with a plan to develop a joint submission for TPRC/MRC consideration

On the matter of Town of Cambridge exemption request, CEO Mindarie Regional Council and CEO Town of Cambridge have agreed that this matter is best left until investigations on a revised pricing model and an 'exemption approach' are completed. This is now estimated to be end 2009.

Establishment Agreement

The administration has received correspondence from Town of Vincent advising a position of support for 'one vote – one Council', as distinct to the existing model, in any future draft Establishment Agreement. This position is at odds with other Council positions on this matter i.e. retention of status quo.

Attendees at an Officer Business Workshop on 13 August 2009 agreed 'way ahead' as follows:

- Finalisation of the draft Establishment Agreement, for MRC endorsement and subsequent consideration by member councils
- Development of a suite of potential Constitution amendments, for consideration by MRC and member councils in the event of non-agreement to the draft Establishment Agreement

The Establishment Agreement work is closely linked to the pricing model, and will occur in synchronisation with this pricing model work. The estimated timeframe for presentation of a final draft Establishment Agreement to Council will depend on pricing model progress.

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.

MRC OFFICER RECOMMENDATION

That Council receive this progress report for the period 21 September 2009 – 19 November 2009 against Annual Business Plan 2009/2010.

TECHNICAL WORKING GROUP MEETING – 27 NOVEMBER 2009

CEO MRC provided additional information as follows:

- HHW
 - Exploration in progress to find ways to assist City of Stirling with regards increased resourcing due to increased demand

-
- Battery Collection
 - Options to improve collection systems under investigation
 - Includes collection bin modifications and idea re 'Bissett bin'
 - Millipedes
 - Proliferation at Kinross from Tamala Park causing concerns
 - For investigation with Kinross Residents Association
 - Pricing Policy
 - Further action dependent on finalisation of City of Stirling position with respect to options

CEO MRC accepted a task to investigate groundwater contamination remediation responsibilities.

TWG OFFICERS RECOMMENDATION

That Council receive this progress report for the period 21 September 2009 – 19 November 2009 against Annual Business Plan 2009/2010.

ITEM 2 RESOURCE RECOVERY FACILITY UPDATE REPORT (for the period 16 October 2009 - 10 December 2009)

File No: **WST/13-02 (D/09/6038)**

Attachment(s): **Nil**

Author: **Ian Watkins**

SUMMARY

The purpose of this report is to provide Council with information relating to the final development, commissioning and operation of the Stage 1 Resource Recovery Facility (RRF) at Neerabup. New information since the last report is provided in '***bold italics***'.

BACKGROUND

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

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

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

DETAIL

Operations

As at 16 July 2009 facility operations commenced.

Typical operational conditions include:

- MRC to deliver 400 tonnes per day - Monday to Friday
- BioVision to process 285 tonnes per day - seven days per week
- 40,000 kilolitres of water consumed per year
- 3 MW hours of power consumed
- Approximately 40,000 tonnes of compost produced annually
- Approximately 30,000 tonnes of residue sent to Tamala Park annually
- 1,200 tonnes of ferrous metal recycled annually

Composter Structural Issues

Council is being regularly updated on events surrounding the composter structural issues. Regular updates will continue to be provided to Council as and when new information comes available.

On 25 November 2009 the MRC received the Draft Rectification Plan from BioVision and at the Council site visit and briefing on 3 December there will be an update provided of current events.

Waste Delivery

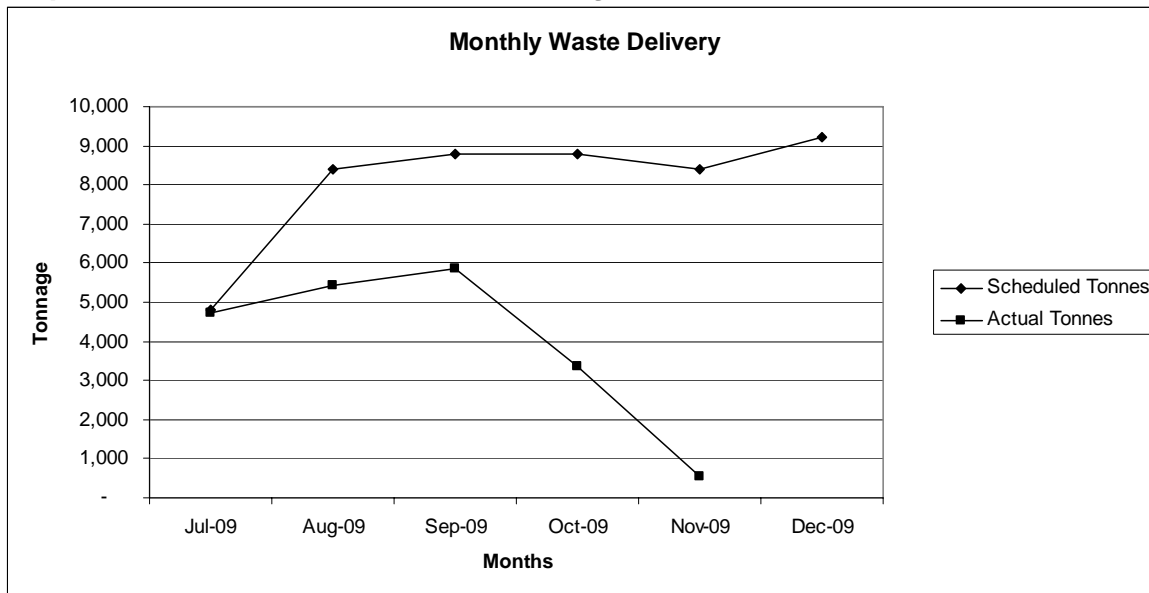
Under normal operating circumstances, the Cities of Joondalup and Wanneroo and the Towns of Victoria Park and Cambridge deliver waste to the RRF. This has temporarily ceased due to the composter structural issues.

The City of Perth and the Town of Vincent have opted to continue to dispose of waste at the Tamala Park landfill.

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

Graph No. 1 provides detail of the Actual Tonnage of waste delivered in comparison to Scheduled Tonnage.

Graph No. 1 – Actual vs. Scheduled Tonnage



During August and the early part of September, the RRF was operating at below optimum capacity. This was due to a number of relatively minor construction “punch-list” items that were being progressively resolved following the completion of commissioning.

On 16 September 2009 a crack was identified in composter number 1. On 22 September 2009 SITA shut down composter 1. Following extensive investigation, additional cracks were identified in both composters. On 27 October 2009 composter 2 was also shut down resulting in the complete cessation of waste delivery to the facility.

Key Performance Indicators

KPI's as per the RRFA are as follows:

KPI	Target	Contract Year to Date	August	Sept	Oct
Environmental Standard - Number of Breaches	0	0	0	0	0
Waste Diversion	71.4%	60.0%	64.5%	50.2%	36.5%
Quality of Compost - Number of Breaches	0	0	4	3	3
Quantity of Recyclable Packaging	0.8%	0.77%	0.88%	0.77%	1.06%
Health and Safety - Number of LTI's	0	0	0	0	0
Community Acceptance - Number of Complaints *	0	0	0	1	2
Project Culture - PAG Chairperson Score	100	100	100	100	100

* Numerous complaints relating to a single event are treated as a single complaint.

KPI's relating to waste type (Waste Diversion, Quality of Compost, and Quantity of Recyclable Packaging) are able to be adjusted so far as the variability in the quality impacts a particular KPI. Consequently; there will be no fee abatement for failure to achieve the related KPI's for the first year of operation, until waste variability has been finalised.

Waste diversion

Waste diversion can only be truly assessed once the facility has been operated in a steady state for a few months. The facility has yet to reach this level of reliability due to the operational issues being experienced over the past few months.

It is anticipated that once the composters have been repaired, the facility will rapidly achieve a steady state of operation allowing the waste diversion KPI to be more accurately assessed.

Compost Quality

Up to 31 October 2009, 3,458 of compost had been produced.

To date compost has been delivered to the following locations:

- Turf farms
- Olive farms
- Custom Compost facilities north and south of Neerabup for blending, storage blending and then distribution to customers

Recently, the MRC Project Manager visited both of the Custom Compost storage and blending operations including having discussions with the Environmental Health Officer at the Shire of Gingin and the DEC.

The outcome of the visits was that the current management of the BioVision compost was not likely to cause environmental problems.

Within the RRFA there is a maximum lead level of 250mg/kg. 15 tests have been carried out on the compost, of these, 13 tests have lead levels above the stipulated 250mg/kg. The maximum test result has been 380mg/kg.

Within the Australian Standard (AS 4454) the maximum lead level is 420mg/kg for C2 restricted use compost. Although the lead levels are above the RRFA maximum levels, all tests have been below the C2 (restricted use) maximum level and hence still able to be used for certain applications.

The elevated lead levels are a function of the incoming waste stream. The MRC needs to concentrate on community education to remove electronic waste, batteries etc from the waste stream. Further effort will be required to identify what components of the waste stream are contributing to the heavy metals in the compost.

Quantity of Recyclables

The quantity of metals recycled to date has reached 0.77% of total tonnes processed. This is close to the target of 0.8%.

Air Quality

The City of Wanneroo waste delivery truck drivers have raised concern with regards to the quality of the air (odour and dust) within the receive hall.

BioVision/SITA has been advised of their concerns and following a number of conversations, SITA is currently undertaking an investigation of the air quality within the receive hall as well as throughout the facility.

It is anticipated that the air quality monitoring results will be available prior to the composters being repaired, and the subsequent need for waste deliveries to recommence. Following the receipt of the air quality monitoring results discussions will be held with the City of Wanneroo and the waste delivery truck drivers to address relevant concerns.

Community Complaints

As a result of a few complaints from the Wanneroo Golf Club, the MRC and SITA visited the club president (22/10/09) to discuss options to improve communications and reporting of odour complaints. It was agreed that the golf course groundstaff would report odours to SITA and be used as the "barometer" to assess levels of odour. A proforma complaints form was also provided to the golf course.

Following the meeting there have been a number complaints received from the golf course. This information is being used by SITA to evaluate the impact of the RRF on the golf course.

Members of the golf course management team have recently visited the RRF and confirmed that the smell that is being experienced on the course is that odour emanating from the biofilters.

On 18 November 2009 the DEC Licensing Officer and Air Quality Branch visited the RRF. SITA advised that the DEC visit "went very well". The MRC Project Manager confirmed with the DEC that they were happy with the visit to the RRF.

Secondly Waste Treatment Facility Working Group

The SWTF WG last met on 30 October 2009. Notes from the meeting have previously been circulated to Council.

With the development of the RRF (stage 1) complete and now in the operational stage, the usefulness of the SWTF WG is currently being assessed. It is likely that with the development of Stage 2 RRF, a revised strategic group will be formed to guide strategic development within the region.

Project Advisory Group

MRC Representatives:

Elected Member to be advised

Kevin Poynton (CEO)

Eddy Albrecht (City of Stirling)

MRC Alternates:

Elected Member to be advised

Kalwant Dhillon

Chris Colyer (Town of Cambridge)

BioVision Representatives:

Emmanuel Vivant

Marco Fontana Giusti

Nial Stock

BioVision Alternates:

Casimiro da Fonseca

Craig Barker

Kevin Wilson

Following recent Local Government elections it is necessary that the elected members of the PAG be nominated.

The PAG recently met on 4 November 2009.

Items dealt with by the group include:

- ***Composter Structural Issues***
- ***Rectification Plan***
- Power Outage Plan
- Compost Marketing Plan
- ***Liquidated Damages Accounts***
- ***Waste Diversion Target***
- ***Residue Processing***
- ***Odour Complaints***

MRC Infrastructure Development

Building Works

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

Groundwater Bores

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

Weighbridge

The automated weighbridge has been functioning since the commencement of commissioning (21 April 2009).

As previously reported, there have been reliability problems with the unmanned weighbridge. The majority of these have been progressively resolved; however reliability continues to be an issue. Typical problems include:

- Wireless communications between Neerabup and Tamala Park – breaks in communications
- Power supply – RRF power trips; computers being unplugged by tradesmen related to building works
- Vehicles on weighbridge – driving onto weighbridge before other vehicle has driven off the other side; vehicles moving before transaction has been concluded
- Swipe cards – vehicles swapping swipe cards; lost swipe cards being cancelled and then being found and then reused

A temporary weighbridge operator has been put in the weighbridge office to monitor weighing procedures to resolve issues as they occur. It is hoped that, in time, once most issues have been resolved, the weighbridge operator can be removed and the weighbridge operated in an unmanned condition as originally anticipated.

MRC Future Site Works

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

- Landscaping – compost trial plots
- Visitors Centre fitout
- Develop site tour program

Landscaping

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

Community Engagement

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

The group last met on 21 October 2009 at the Joondalup Resort. Issues discussed at the meeting included:

- Project update
- Reviewing the CEAG Roles and Function
- Reviewing the Chairperson Roles and Functions
- ***Replacement member for Bob Stidwell***

-
- Community monitoring program
 - **Odour Management**

RRF Agreement (RRFA)

The RRFA is the contract that exists between the MRC and BioVision and besides typical contractual requirements, covers aspects relating to:

- **Obligations of both the MRC and the contractor**
- **The Project Advisory Group**
- **Development security and performance guarantees**
- **Project agreements and lease**
- **Pre-Construction activities**
- **Construction activities**
- **Initial Operating Period (2 years)**
- **Operation and Maintenance**
- **Delivery and Treatment of Processable Waste**
- **Products and Residue**
- **Compost Marketing and Sales**
- **Variations and agreed variations**
- **Charges for performance of service**
- **Monitoring and records**
- **Financing**
- **Gate fee model**
- **Limits and Liabilities**
- **Insurance**
- **Default**
- **Force Majeure**
- **MRC Steps in rights**
- **Future Stages**
- **Miscellaneous provisions**

Copies of the RRFA are available if so required by Councillors.

CONSULTATION

Consultation has occurred with the following groups:

- Cardno
- Freehills
- **Woodhouse Legal**
- BioVision2020

- SITA
- Member Councils

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

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

- Community Focus
- Innovation
- Partnership
- Leadership

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

FINANCIAL IMPLICATIONS

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

Project Operational Costs Summary for 2009/10 Financial Year – As at 18 November 2009

Item	Budget	Expenditure (to 18/11/9)	% Spent
Capital Expenses			
2008/2009 Carryover	\$ 829,000	\$382,259	46.1%
Total Capital Expenditure	\$ 829,000	\$382,259	46.1%
Operating Expenses			
Consultancy			
Specialist Project Consultants	\$ 50,000	\$19,017	38.0%
Legal Consultants	\$ 50,000	\$500	1.0%
Financial Consultants	\$ 10,000	\$ -	0.0%
Insurance Consultants	\$ 10,000	\$ -	0.0%
Project/Contract Management	\$ 80,000	\$35,188	44.0%
Temporary Staff	\$ 10,000	\$ -	0.0%
Sub-total	\$ 210,000	\$54,704	26.0%

Item	Budget	Expenditure (to 18/11/9)	% Spent
Facility Operations			
Building Maintenance	\$ 10,000	\$2,433	24.3%
Building Cleaning	\$ 5,000	\$ -	0.0%
Building Security	\$ 20,000	\$ -	0.0%
Fencing and Gate Maintenance	\$ 5,000	\$ -	0.0%
Road Maintenance	\$ 5,000	\$ -	0.0%
Bore and Pipework Maintenance	\$ 5,000	\$ -	0.0%
Environmental Monitoring	\$ 20,000	\$ -	0.0%
Community Monitoring Program	\$ 45,000	\$20,489	45.5%
Landscape and Gardens	\$ 30,000	\$12,201	40.7%
MRC Admin Charge	\$ 100,000	\$33,333	33.3%
Utilities	\$ 10,000	\$ -	0.0%
Council Rates	\$ 27,000	\$12,862	47.6%
Compost Disposal	\$ 545,000	\$41,580	7.6%
Tipping Fees	\$14,600,000	\$3,521,919	24.1%
Sub-Total	\$15,427,000	\$3,644,817	23.6%
Total Operating Expenses	\$15,637,000	\$4,081,780	26.1%

MRC OFFICER RECOMMENDATION

That Council note the RRF update report.

TECHNICAL WORKING GROUP MEETING – 27 NOVEMBER 2009

Kevin Poynton updated the group on the current composter structural issues. Next meeting with the legal team to be held on Monday 30th September with a briefing paper to be prepared for discussion on Thursday 3rd December at the RRF Induction for Councillors. Formal consideration will take place on 10th December at the Ordinary Council meeting.

The Group recommended minor changes to the report as follows:

- Amend Waste Delivery section to reflect that waste deliveries to the RRF had ceased as a result of the composter structural issues and take a cautionary standpoint when describing the availability of the RRF
- The City of Wanneroo requested a section being added relating to the City's waste delivery truck drivers concerns relating air quality in the delivery hall

TWG OFFICERS RECOMMENDATION

That Council note the RRF update report.

ITEM 3 MINDARIE REGIONAL COUNCIL OFFICER FORUMS

File No: **GOV/29 (D/09/6041)**

Attachment(s): **1. BHW Consulting Report**

Author: **Kevin Poynton**

SUMMARY

The purpose of this report is to provide Council with recommendations for the revision of officer forums for consideration of Mindarie Regional Council (MRC) business issues.

BACKGROUND

Currently, MRC has one officer forum – titled Technical Working Group (TWG) – which considers all business items prior to their inclusion in agendas for Ordinary Council Meetings (OCM). Non-business, or governance items have been submitted to these OCM as CEO Items, without TWG consideration.

Council has previously endorsed an approach from the CEO, and supported by Member Council officers, for a review of this model. Independent industry specialists, Mr Bruce Wittber and Ms Helen Westcott, have undertaken an investigative project on this matter. This work has involved discussions with the CEO, other administrative officers and Member Council officers.

The report from these independent specialists is at Attachment One to this Item. Council consideration is now appropriate.

DETAIL

The independent work from Mr Wittber and Ms Westcott contains a number of recommendations as follows:

1. That two committees be established, with one to consider upcoming Mindarie Regional Council Meeting Agendas (the Agenda Review Committee) and the other committee established to deal with strategic projects as a planning group (Strategic Project Group).
2. That the committee dealing with the agenda review not be established as a committee of the Council but rather an ad hoc group be convened by the Mindarie Regional Council CEO.
3. That the committee dealing with the strategic projects be established as a committee of the Council under s5.8 and s5.9(2)(e) (employees and other persons) of the *Local Government Act 1995*.
4. That the Mindarie Regional Council CEO in convening a committee related to agenda review consider calling it the "Agenda Review Committee".
5. That the name of the proposed project planning committee to be established under s5.8 of the *Local Government Act 1995* be called the Strategic Project Committee.
6. That the membership of the proposed Agenda Review Committee be determined by the Mindarie Regional Council CEO on the understanding that each member Council will be invited to have one representative on the Committee.

7. That the Mindarie Regional Council in establishing the proposed Strategic Project Committee appoint the Mindarie Regional Council CEO and the CEO or his/her nominee as the employee representative from each member Council.
8. That the Mindarie Regional Council in establishing the proposed Strategic Project Committee appoint a deputy to the Mindarie Regional Council CEO and member Council CEO of another employee as deputy representative by position title.
9. That employees, other than the member Council representative or deputy member Council representative, be permitted to attend meetings of the Strategic Project Committee to provide specialist knowledge and support.
10. That the Strategic Project Committee of the Council submit a report to each Mindarie Regional Council Meeting.
11. That the report of the Strategic Project Committee contain where appropriate recommendations and progress reports on matters under consideration by the Strategic Project Committee.
12. That a Mindarie Regional Council Agenda contain a "stand alone" agenda item for the receiving and consideration of the minutes from meetings of the Strategic Project Committee.
13. That the Mindarie Regional Council CEO consider when establishing the Agenda Review Committee including the following roles and functions in the terms of reference:
 - a) examine all the reports that are to be included on the MRC Meeting Agenda;
 - b) review the information provided in each agenda item to ensure that it is adequate for the MRC to make a decision;
 - c) ensure all matters have a recommendation or an explanation as to why no recommendation has been submitted; and
 - d) ensure the recommendations reflect the current policy and practice of the MRC and member Councils.
14. That the Strategic Project Committee prepare for consideration by the Mindarie Regional Council a draft terms of reference for the role and function of the Strategic Project Committee, having regard to the following:
 - a) lead research and policy direction on key strategic issues for recommendation to the MRC;
 - b) address any cross organisational issues that would benefit from focussed effort and corporate attention and oversight;
 - c) address any issues that may have a high social, environmental and financial impact on the member Councils or the MRC;
 - d) consider the reports prepared on strategic projects and recommend to the MRC an appropriate course of action; and
 - e) assist the MRC CEO in developing strategies to respond to Government requirements as they affect the business operations of the MRC.

Consideration is now appropriate.

CONSULTATION

- TWG Officers
- MRC Administration

STATUTORY ENVIRONMENT

The revised model is consistent with good governance.

The revised model is likely to have some implications for the revision of the MRC Standing Orders Local Law.

POLICY IMPLICATIONS

No applicable.

STRATEGIC IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

Not applicable.

MRC OFFICER RECOMMENDATION

For TWG Discussion.

TECHNICAL WORKING GROUP MEETING – 27 NOVEMBER 2009

The Group agreed as follows:

- Agenda Review Committee (ARC)
 - Need for flexibility with regard member council representation
 - Consultant recommendations supported
- Strategic Project Committee (SPC)
 - Consultant recommendations supported
 - Need for flexibility with regard member council representation

The Group agreed 'way ahead' as follows:

- Council consideration of consultant recommendations
- Preparation of MRC policy on Officer Forums, including Terms of Reference

The Group noted that a key success factor would be the allocation of projects to the SPC. The Group further agreed on a broad scheduling rule ie. SPC in the alternative months to ARC

TWG OFFICERS RECOMMENDATION

That Council:

(i) Endorse consultant recommendations as follows:

- **That two committees be established, with one to consider upcoming Mindarie Regional Council Meeting Agendas (the Agenda Review Committee) and the other committee established**

to deal with strategic projects as a planning group (Strategic Project Group)

- That the committee dealing with the agenda review not be established as a committee of the Council but rather an ad hoc group be convened by the Mindarie Regional Council CEO
- That the committee dealing with the strategic projects be established as a committee of the Council under s5.8 and s5.9(2)(e) (employees and other persons) of the *Local Government Act 1995*
- That the Mindarie Regional Council CEO in convening a committee related to agenda review consider calling it the “Agenda Review Committee”
- That the name of the proposed project planning committee to be established under s5.8 of the *Local Government Act 1995* be called the Strategic Project Committee
- That the membership of the proposed Agenda Review Committee be determined by the Mindarie Regional Council CEO on the understanding that each member Council will be invited to have one representative on the Committee
- That the Mindarie Regional Council in establishing the proposed Strategic Project Committee appoint the Mindarie Regional Council CEO and the CEO or his/her nominee as the employee representative from each member Council
- That the Mindarie Regional Council in establishing the proposed Strategic Project Committee appoint a deputy to the Mindarie Regional Council CEO and member Council CEO of another employee as deputy representative by position title
- That employees, other than the member Council representative or deputy member Council representative, be permitted to attend meetings of the Strategic Project Committee to provide specialist knowledge and support
- That the Strategic Project Committee of the Council submit a report to each Mindarie Regional Council Meeting
- That the report of the Strategic Project Committee contain where appropriate recommendations and progress reports on matters under consideration by the Strategic Project Committee.
- That a Mindarie Regional Council Agenda contain a “stand alone” agenda item for the receiving and consideration of the minutes from meetings of the Strategic Project Committee
- That the Mindarie Regional Council CEO consider when establishing the Agenda Review Committee including the following roles and functions in the terms of reference:
 - 1) examine all the reports that are to be included on the MRC Meeting Agenda;
 - 2) review the information provided in each agenda item to ensure that it is adequate for the MRC to make a decision;

-
- 3) ensure all matters have a recommendation or an explanation as to why no recommendation has been submitted; and
 - 4) ensure the recommendations reflect the current policy and practice of the MRC and member Councils.
- That the Strategic Project Committee prepare for consideration by the Mindarie Regional Council a draft terms of reference for the role and function of the Strategic Project Committee, having regard to the following:
 - 1) lead research and policy direction on key strategic issues for recommendation to the MRC;
 - 2) address any cross organisational issues that would benefit from focussed effort and corporate attention and oversight;
 - 3) address any issues that may have a high social, environmental and financial impact on the member Councils or the MRC;
 - 4) consider the reports prepared on strategic projects and recommend to the MRC an appropriate course of action; and
 - 5) assist the MRC CEO in developing strategies to respond to Government requirements as they affect the business operations of the MRC
- (ii) Authorise Chief Executive Officer to develop a policy, including Terms of Reference for the Agenda Review Committee and Strategic Project Committee, for consideration by Council in February 2010

ATTACHMENT ONE
TO ITEM 3
TECHNICAL WORKING GROUP
27 NOVEMBER 2009
BHW CONSULTING REPORT



**DISCUSSION PAPER
DEVELOPMENT OF COMMITTEES
MINDARIE REGIONAL COUNCIL
NOVEMBER 2009**

Disclaimer

This report has been prepared by BHW Consulting for the Mindarie Regional Council.

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Glossary

The Act	<i>Local Government Act 1995</i>
BHW	BHW Consulting
CEO	Chief Executive Officer
MRC	Mindarie Regional Council
Standing Orders	Mindarie Regional Council Standing Orders Local Law 2000
Working Group	Technical Working Group

Recommendations

1. That two committees be established, with one to consider upcoming Mindarie Regional Council Meeting Agendas (the Agenda Review Committee) and the other committee established to deal with strategic projects as a planning group (Strategic Project Group).
2. That the committee dealing with the agenda review not be established as a committee of the Council but rather an ad hoc group be convened by the Mindarie Regional Council CEO.
3. That the committee dealing with the strategic projects be established as a committee of the Council under s5.8 and s5.9(2)(e) (employees and other persons) of the *Local Government Act 1995*.
4. That the Mindarie Regional Council CEO in convening a committee related to agenda review consider calling it the "Agenda Review Committee".
5. That the name of the proposed project planning committee to be established under s5.8 of the *Local Government Act 1995* be called the Strategic Project Committee.
6. That the membership of the proposed Agenda Review Committee be determined by the Mindarie Regional Council CEO on the understanding that each member Council will be invited to have one representative on the Committee.
7. That the Mindarie Regional Council in establishing the proposed Strategic Project Committee appoint the Mindarie Regional Council CEO and the CEO or his/her nominee as the employee representative from each member Council.
8. That the Mindarie Regional Council in establishing the proposed Strategic Project Committee appoint a deputy to the Mindarie Regional Council CEO and member Council CEO of another employee as deputy representative by position title.
9. That employees, other than the member Council representative or deputy member Council representative, be permitted to attend meetings of the Strategic Project Committee to provide specialist knowledge and support.
10. That the Strategic Project Committee of the Council submit a report to each Mindarie Regional Council Meeting.
11. That the report of the Strategic Project Committee contain where appropriate recommendations and progress reports on matters under consideration by the Strategic Project Committee.

- 12. That a Mindarie Regional Council Agenda contain a “stand alone” agenda item for the receiving and consideration of the minutes from meetings of the Strategic Project Committee.**
- 13. That the Mindarie Regional Council CEO consider when establishing the Agenda Review Committee including the following roles and functions in the terms of reference:**
 - a) examine all the reports that are to be included on the MRC Meeting Agenda;**
 - b) review the information provided in each agenda item to ensure that it is adequate for the MRC to make a decision;**
 - c) ensure all matters have a recommendation or an explanation as to why no recommendation has been submitted; and**
 - d) ensure the recommendations reflect the current policy and practice of the MRC and member Councils.**
- 14. That the Strategic Project Committee prepare for consideration by the Mindarie Regional Council a draft terms of reference for the role and function of the Strategic Project Committee, having regard to the following:**
 - a) lead research and policy direction on key strategic issues for recommendation to the MRC;**
 - b) address any cross organisational issues that would benefit from focussed effort and corporate attention and oversight;**
 - c) address any issues that may have a high social, environmental and financial impact on the member Councils or the MRC;**
 - d) consider the reports prepared on strategic projects and recommend to the MRC an appropriate course of action; and**
 - e) assist the MRC CEO in developing strategies to respond to Government requirements as they affect the business operations of the MRC.**

Introduction

BHW Consulting (BHW) was engaged by the Mindarie Regional Council (MRC) to develop a Discussion Paper to review the current operation of the Technical Working Group (Working Group). The purpose of this review is to determine the most appropriate:

- Committee structure;
- Committee name;
- Committee membership;
- Committee reporting framework;
- Role and function of committee; and
- Whether the committee is to be covered by the MRC Standing Orders.

Background

The Mindarie Regional Council (MRC) was formed in 1989 under the provisions of the then *Local Government Act 1960* and currently operates Part 3 Division 4 of the *Local Government Act 1995* (the Act). The MRC's member Councils are the Town of Cambridge, City of Joondalup, City of Perth, City of Stirling, Town of Victoria Park, Town of Vincent and City of Wanneroo.

The MRC Vision is setting and achieving the standard for minimising the impact of waste on the environment, for the benefit of the Region's community.

The MRC Mission is to deliver an effective, efficient and environmentally sound waste processing service that leads to sustainable waste management practices through a "reduce, reuse and recycle" philosophy.

The primary area of activity of the MRC is waste management including disposal to landfill, green waste treatment, recycling and research/development.

In July 2009 BHW met with the MRC's Chief Executive Officer (CEO), Kevin Poynton, to discuss the preparation of a Discussion Paper that would provide a review of the structure, membership, reporting framework of the Working Group and to determine whether the Working Group should be incorporated as a standing committee within the MRC's Standing Orders.

To assist in the preparation of the Discussion Paper, Bruce Wittber from BHW met with the Working Group at its meeting on Friday 21 August 2009.

BHW has subsequently met with MRC's CEO on a number of occasions to review the details of the requirements for the Discussion Paper.

At the MRC Meeting on 15 October 2009 the Council discussed the issues associated with the formation of a Strategic Advisory Group and noted the plan for a Discussion Paper to be provided at a subsequent meeting.

Committee Structure

The role and function of the current Working Group revolves around a mixture of reviewing the upcoming MRC Meeting Agenda (as an agenda settlement group) and undertaking research and investigation into the development of strategic projects for presentation to the MRC. The Working Group is not a formal committee of the MRC appointed under the Act.

The question that arises in considering the most appropriate committee structure for the MRC for the future is whether there should be two committees, one to consider upcoming MRC Meeting Agenda and the other to deal exclusively with strategic projects as a planning group. For ease of description in the Discussion Paper one committee will be referred to as the Agenda Review Committee and the other as the Strategic Projects Committee.

Before determining the most effective committee structure under the Act it is appropriate to examine the function of each of the two committees as previously described.

The Agenda Review Committee would have a single function, that of reviewing the contents of the agenda for the next MRC Meeting. Put simply, this committee would be the means for agenda settlement to take place. Once reviewed, the document will be developed into the final agenda that is submitted to the MRC Meeting.

It is the view of BHW that there is no need for the Agenda Review Committee to be established under the Act as it will in fact not have any reporting functions to the MRC.

The Strategic Projects Committee, however, will be actively involved in planning, researching and developing strategic projects for consideration by the MRC.

BHW is of the view that the Strategic Projects Committee should be established under the Act.

BHW understands that the membership of the current Working Group is of one employee representative from each member Council, with the Working Group generally meeting every two months. The Working Group is chaired by the MRC's CEO with support from other MRC staff.

It is also understood that the Working Group has to date not been formally established under s5.8 of the Act and as such has no formal structure within the context of the MRC's operations.

If the Working Party is changed to the Strategic Project Committee, based on the advice of BHW, it should be a formal committee within the structure of the MRC and have direct reporting rights to a Council meeting. Such a committee would be established under s5.8 of the Act.

S5.8 of the Act provides that a local government can establish by absolute majority decision committees of three or more persons “to assist the Council and exercise the powers and discharge the duties of the local government that can be delegated to committees”.

The only type of committee that could be established based on the membership of the current Working Group, which is a representative of each member Council, who are not employees of the MRC and the MRC CEO is under s5.9(2)(e) of the Act a committee comprising employees and other persons.

It is also understood by BHW that in the past the Working Party or similar committee may have been chaired by a member of the MRC Council and during the discussions at the MRC Council Meeting on 15 October 2009 this matter was also raised as a possible consideration.

If the MRC determined that this would be an appropriate approach the committee would need to be established under s5.9(2)(c) of the Act which allows for council members, employees and other persons.

BHW is of the view that as the broad functions and role of the proposed Strategic Project Committee are of a technical nature it does not lend itself to having an involvement by an elected member. It is important to appreciate there is a distinct difference in the roles of a technical group and the elected members within the local government structure. Technical expertise is required to develop proposals, prepare reports and submit a detailed analysis to the Council, which then has the responsibility to determine a position based on the advice provided.

BHW believes that the role of the committee would be more effective if it was established as one comprising of employees and other persons only.

The establishment and subsequent appointment to the committee under s5.9(2)(c) or s5.9(2)(e) of the Act would mean that the current method of operation may require some modification.. For example, the MRC CEO could not automatically be appointed the presiding member as there needs to be an election for presiding member and deputy presiding member from amongst the members (s5.12(1) of the Act). Likewise, if an elected member was appointed to the committee that person would not necessarily be the presiding member.

Whilst it is not the intent of this Discussion Paper to canvas who should or should not be elected as the presiding member for the Strategic Project Committee, it be noted that that other members of the committee, given their particular role with their employer may not have the opportunity to commit the necessary time to the role.

Recommendations

- 1. That two committees be established, with one to consider upcoming Mindarie Regional Council Meeting Agendas (the Agenda Review Committee) and the other committee established to deal with strategic projects as a planning group (Strategic Project Group).**
- 2. That the committee dealing with the agenda review not be established as a committee of the Council but rather an ad hoc group be convened by the Mindarie Regional Council CEO.**
- 3. That the committee dealing with the strategic projects be established as a committee of the Council under s5.8 and s5.9(2)(e) (employees and other persons) of the *Local Government Act 1995*.**

Committee Name

Whilst there is no specific terminology that needs to be used, naming a committee established under the Act with terms such as “group”, “committee” or “working party” does not in BHW's view remove any of the requirements that apply to committees established under s5.8 of the Act.

As the committee proposed to be set up to deal with the agenda is not established under the Act the name does not need to be formally considered by the MRC. It is the view of BHW that the name should reflect the role and function so when the CEO sets up this committee it could be called the Agenda Review Committee.

As it is proposed that the proposed planning committee be established under the s5.8 of the Act it is necessary for the MRC to determine a suitable title for the committee. To reflect its primary function BHW considers that it should be called the Strategic Project Committee.

Recommendations

- 4. That the Mindarie Regional Council CEO in convening a committee related to agenda review consider calling it the “Agenda Review Committee”.**
- 5. That the name of the proposed project planning committee to be established under s5.8 of the *Local Government Act 1995* be called the Strategic Project Committee.**

Committee Membership

The current membership of the Working Group is of one employee representative from each member Council that generally meets every two months. The Working Group is chaired by the MRC CEO with support from other MRC staff.

Membership of the proposed Agenda Review Committee will be determined by the MRC CEO. Whilst it is likely to contain a representative of each member Council there is no formal position that needs to be decided by the MRC as to who should be the representative.

The key value of the member Council representative having direct involvement in the review of the agenda is that the member Council representative involved will be able to brief and respond to questions from the elected member(s) of the MRC. There could also be the opportunity to give additional background information to the material that has been outlined in the agenda.

It is preferable that the member Council representative is familiar with the issues listed on the agenda. For example, if the matter relates to the annual MRC Budget the involvement of the finance specialist from the member Council may be helpful. At other times different specialist input may be beneficial to the determination of the most appropriate recommendation.

With regard to the membership of the proposed Strategic Project Committee, based on the establishment of a the committee under s5.9(2)(e) of the Act it is proposed that each member Council would have one employee representative and a deputy representative, who are classed as "other persons" within the terms of the Act. The member Council representative and in the representatives absence the deputy representative would have formal voting rights.

The member Council representative is generally the employee with overall responsibility for waste management within the member Council. Attendance at meetings of the Strategic Project Committee would be limited to the member Council representative or deputy member Council representative.

In regard to appointing member Council participants to committees Clause 17.3 of the Mindarie Regional Council Standing Orders Local Law 2000 (Standing Orders) reads as follows:

17.3 Appointment of Members from Participants to Committees

(1) Where the Council establishes a committee with members from participants, the appointment of those members shall be made according to the wishes of the participants.

(2) Where the members of a committee established by the Council are to be employees of participants, those employees are to be the CEO of the respective participants or employees appointed by the CEO of the respective participants

Establishing a committee under the Act places some responsibility on the member Council CEO to ensure that an appropriate person is appointed by the MRC as

this is a formal process and once appointed the CEO is the only person who can terminate and reappoint. BHW is of the opinion that this clause should be carefully considered when the Standing Orders are next reviewed to ensure that there is a level of consistency as to the member Council representative and that the representative is not changed unnecessarily. The establishment of the committee under the Act also requires a level of commitment on the part of the representative to attend the meetings of the committee.

In relation to appointing a person or a position holder s53 of the *Interpretations Act 1984* should be noted which states:

Where a written law confers a power or imposes a duty upon a person to appoint or designate a person to —

- (a) perform any function;*
- (b) be a member of any board, tribunal, commission, committee, council, or other similar body, whether corporate or unincorporate; or*
- (c) be or do any other thing,*

that person may make the appointment or designation either by appointing or designating a person by name or by appointing or designating the holder of an office by the term designating his office; and any such appointment or designation of the holder of an office shall be construed as the appointment or designation of the person from time to time holding, acting in, or lawfully performing the functions of the office.

This allows the member Council representative to be appointed by title of their position. This would allow a smooth transition should a new employee be appointed to the position.

Technical employees other than the member Council representatives and member council deputy representatives have the opportunity to be invited to attend meetings on an ad hoc basis to give their specialist knowledge to the committee but would have no formal voting rights.

Recommendations

- 6. That the membership of the proposed Agenda Review Committee be determined by the Mindarie Regional Council CEO on the understanding that each member Council will be invited to have one representative on the Committee.**
- 7. That the Mindarie Regional Council in establishing the proposed Strategic Project Committee appoint the Mindarie Regional Council CEO and the CEO or his/her nominee as the employee representative from each member Council.**
- 8. That the Mindarie Regional Council in establishing the proposed Strategic Project Committee appoint a deputy to the Mindarie**

Regional Council CEO and member Council CEO of another employee as deputy representative by position title.

- 9. That employees, other than the member Council representative or deputy member Council representative, be permitted to attend meetings of the Strategic Project Committee to provide specialist knowledge and support.**

Committee Reporting Framework

With the establishment of the proposed Strategic Project Committee as a committee of the MRC under s5.9(2)(e) of the Act it is necessary to develop a framework to formalise the process by which the Working Group report to the MRC.

S5.17 of the Act limits the powers that can be delegated to a committee established under s5.9(2)(e) of the Act to the proper management of the local government's property and an event in which the local government is involved. In effect this means that the committee would have limited opportunity to act under delegation.

As a committee of the MRC appointed under the Act it is a requirement for the proposed Strategic Project Committee to prepare minutes of each meeting (s5.22 of the Act). The minutes are then presented to the MRC and can take the form of a report of the committee to the MRC or simply the presentation of the minutes to the MRC so that it may be received and for any recommendations that may be included to be considered by the MRC for adoption. The method used to submit the minutes to the MRC is dependent on the preference of the MRC.

The minutes of the committee must also be submitted to the next meeting of the committee for confirmation.

The minutes of the Strategic Project Committee meeting provide the opportunity for the Strategic Project Committee, to present reports and recommendations for consideration by the MRC. It is likely that projects, which the Strategic Project Committee is developing, may not have a formal recommendation at each meeting however the minutes provide an opportunity to submit a progress report.

The MRC Agenda would include a specific agenda item for the receipt and consideration of the minutes of the Strategic Project Committee.

Recommendations

- 10. That the Strategic Project Committee of the Council submit a report to each Mindarie Regional Council Meeting.**
- 11. That the report of the Strategic Project Committee contain where appropriate recommendations and progress reports on matters under consideration by the Strategic Project Committee.**
- 12. That a Mindarie Regional Council Agenda contain a "stand alone" agenda item for the receiving and consideration of the minutes from meetings of the Strategic Project Committee.**

Role and Function of Committee

In discussions BHW had with members of the current Working Group on 21 August 2009, it would appear that the role and function of the Working Group is twofold.

In looking at the role and function of the proposed Agenda Review Committee it is considered the role should be as follows:

- examine all the reports that are to be included on the MRC Meeting Agenda;
- review the details to ensure that the information is adequate for the MRC to make a decision;
- ensure all matters have a recommendation or an explanation as to why no recommendation has been submitted; and
- ensure the recommendations reflect the current policy and practice of the MRC and member Councils.

Whilst difficult to develop a comprehensive statement of the role and function of the Strategic Project Committee, it is BHW's opinion that the committee should consider the following when determining its role and function:

- lead research and policy direction on key strategic issues for recommendation to the MRC;
- address an cross organisational issues that would benefit from focussed effort and corporate attention and oversight;
- address any issues that will have a high social, environmental and impact on the member Councils or the MRC;
- consider the reports prepared by technical support on strategic projects and recommend to the MRC an appropriate course of action; and
- assist the MRC CEO in developing strategies to respond to Government requirements as they affect the business operations of the MRC.

The role and function is best to be developed by the Strategic Projects Committee itself taking account of the requirements of the MRC and member Councils.

Recommendations

13. That the Mindarie Regional Council CEO consider when establishing the Agenda Review Committee including the following roles and functions in the terms of reference:

- a) examine all the reports that are to be included on the MRC Meeting Agenda;**
- b) review the information provided in each agenda item to ensure that it is adequate for the MRC to make a decision;**
- c) ensure all matters have a recommendation or an explanation as to why no recommendation has been submitted; and**
- d) ensure the recommendations reflect the current policy and practice of the MRC and member Councils.**

14. That the Strategic Project Committee prepare for consideration by the Mindarie Regional Council a draft terms of reference for the role and function of the Strategic Project Committee, having regard to the following:

- a) lead research and policy direction on key strategic issues for recommendation to the MRC;**
- b) address any cross organisational issues that would benefit from focussed effort and corporate attention and oversight;**
- c) address any issues that may have a high social, environmental and financial impact on the member Councils or the MRC;**
- d) consider the reports prepared by technical support on strategic projects and recommend to the MRC an appropriate course of action; and**
- e) assist the MRC CEO in developing strategies to respond to Government requirements as they affect the business operations of the MRC.**

Committee Relationships to Mindarie Regional Council Standing Orders

The development of a committee structure for the MRC must also consider the relationship any committee established has with the MRC Standing Orders.

The MRC current Standing Orders Local Law 2000 was published in the Government Gazette on Monday 12 March 2001.

As the Agenda Review Committee, as proposed, is not a committee of the Council there is no relationship between the committee and the Standing Orders.

As a committee of the Council the Strategic Project Committee is effectively an extension of the Council, as the committee has been appointed by an absolute majority decision. It logically follows, therefore, that the requirements the Act, including the Standing Orders, must be adhered to.

Part 17 of the Standing Orders deals with Committees of the Council.

Clause 17.6 outlines that the Standing Orders applies to committees.

17.6 Standing Orders Apply to Committees

(1) Where not otherwise specifically provided, these Standing Orders apply generally to the proceedings of committees, except that the following Standing Orders do not apply to the meeting of a committee—

(a) Clause 8.2, in regard to seating;

(b) Clause 9.5, limitation on the number of speeches.

(2) These Standing Orders are to apply after making the appropriate alterations to meetings of committees which are held via teleconference, e-mail or other electronic or telecommunication means.

The Standing Orders outline that a committee can be established on the motion of the Council with the functions being set out by the motion. The powers and duties of the committee shall be as determined by the council from time to time.

In regard to appointing member Council participants to committees Clause 17.3 of the Standing Orders reads as follows:

17.3 Appointment of Members from Participants to Committees

(1) Where the Council establishes a committee with members from participants, the appointment of those members shall be made according to the wishes of the participants.

(2) Where the members of a committee established by the Council are to be employees of participants, those employees are to be the CEO of the respective participants or employees appointed by the CEO of the respective participants.

This clause allows the MRC to signify the number of member Council employee representatives to be appointed and for the representative to be the CEO or for the CEO to appoint another employee.

ITEM 4 ANNUAL BUDGET PROCESS AND FEE SETTING MECHANISM

File No: **FIN/112 (D/09/6042)**

Attachment(s): **Nil**

Author: **Kalwant Dhillon**

SUMMARY

The purpose of this item is to summarise the Annual Budget Process and the process for the annual fee setting for Members and Non-Members.

BACKGROUND

The annual fee for Members and Non-Members are traditionally finalised and approved by Council in April/May in conjunction with the Annual Business Plan.

The Budget is developed by the Administration in May/June and a budget briefing session is usually held in June each year prior to the approval of the Budget by Council in July.

Councillors have, during the 2009/10 Budget process, expressed their desire to have an input into the development of the Council's Budget and this Paper is written to take this into account.

DETAIL

The Administration has developed a Budget Process for the Council taking into account the following:

- Information gathered from meetings held with fellow Regional Councils and selected Member Councils' Representative relating to the Budget Process in their respective Councils
- Councillors' requirement to have an input into the development of the Budget
- Operational requirements of the Council
- Legislative requirements

Budget Process and Fees Setting Mechanism

In line with this, the Budget Process will be phased out into six phases.

Phase I Draft Budget Parameters for Annual Budget

Aim - To develop the draft Budget Parameters for the following year which will form the basis for the setting of the fees for Members and Non-Members

Process - The forward estimates, relating to the following budget year, will be "downloaded" from the Council's approved Twenty Year Strategic Financial Plan and this will be reviewed and updated by the Administration Team for the following:

- Economic Indicators i.e. CPI
- Salary Rate increases in line with EBA Agreement

-
- Changes to cost for existing services covering both Increases and Decreases
 - New Initiatives
- New initiatives would need to be supported by a Justification Statement.
- Timeline** - March each year.
- Phase II** **Workshop / Briefing of Member Council Officers (TWG and CFOs)**
- Aim** - To finalise the Council's Budget Parameters for the following budget year and the draft fees relating to Members and Non-Members.
- Process** - The draft Budget Parameters developed in Phase I, including New Initiatives, and the draft fees relating to Members/Non-Members in respect of the following budget year will be tabled at the "Officers" workshop/briefings with the view to obtaining general consensus for the following:
- New Initiatives
 - Budget Parameters
 - Draft Fees (based on the updated Budget Parameters)
- Timing** - Early to mid-April each year.
- Phase III** **Agreement on Budget Parameters by Council and Approval of Fees for Members and Non-Members**
- Aim** - The Budget Parameters finalised, including New Initiatives, at the "Officers" Workshop/Briefing session and the Draft Fees (based on the revised Budget Parameters) will be presented to the OCM with the view to obtaining Approval by the Council.
- Process** -
- (a) The draft Budget Parameters will be finalised based on the feedback and general consensus obtained at the Member Council Officers' Workshop/Briefing
 - (b) Draft Fees for Members and Non-Members for the following year will be updated with the revised Budget Parameters in (a) above
 - (c) The finalised Budget Parameters and Draft Fees for Members and Non-Members will be tabled at the OCM for Approval
- Timing** - OCM in late April/Early May.
- Phase IV** **Development of Draft Budget**
- Aim** - To develop a draft Budget for the following Budget year.
- Process** - The draft budget for the following Budget year will be prepared by the Administration based on the Agreed / Approved Budget Parameters in Phase III above. This would be presented to the combined Workshop/Briefing for Councillors and Member Council Officers prior to finalisation in June.
- Timing** - April to Mid-May.
Workshop/Briefing – end of May.

Phase V Finalisation of Budget

Aim - To obtain agreement on the Budget for the following year.

Process - The first draft Budget will be finalised based on the agreed Budget Parameters and the 'feedback' received at the May Workshop/Briefing which will then be presented to the combined Workshop/Briefing for Councillors and Member Council Officers for a final review/comments.

Timing - Workshop/Briefing 3rd/4th week June

Phase VI Adoption of Budget

Aim - To obtain Council approval for the Budget.

Process - The draft Budget will be finalised based on the feedback and agreement obtained at the combined Workshops/Briefings for Councillors and Officers in June and presented to the OCM.

Timing - July.

CONSULTATION

Consultation was undertaken with fellow Regional Councils and selected Member Councils' representative to arrive at a Budget Process which would allow adequate input from Member Council Representatives and Councillors as well as being robust and meeting the requirements of the Regional Council going forward.

STATUTORY ENVIRONMENT

The approach is consistent with meeting the timing and other requirements under the Local Government Legislation.

POLICY IMPLICATIONS

The approach is consistent with existing Strategic Plan, Strategic Financial Plan and Financial Precepts and Policies.

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

The process will provide greater comfort and transparency into the Budget Process and this in turn would allow more reliance on the Strategic Financial Plan going forward.

MRC OFFICER RECOMMENDATION

That Council approves the Draft Budget Process and the Fee Setting Mechanism, detailed under "Budget Process and Fee Setting Mechanism", above.

TECHNICAL WORKING GROUP MEETING – 27 NOVEMBER 2009

The group's comments on the two workshops to be held in May and June have been incorporated.

TWG OFFICERS RECOMMENDATION

That Council approves the Draft Budget Process and the Fee Setting Mechanism detailed under “Budget Process and Fee Setting Mechanism” above.

**ITEM 5 MINDARIE REGIONAL COUNCIL RESOURCE RECOVERY STAGE
 TWO OUTLINE PLAN**

File No: **WST/7 (D/09/6043)**

Attachment(s): **Nil**

Author: **Kevin Poynton**

SUMMARY

The purpose of this item is to provide Council with a recommended 'way ahead' with respect to future Mindarie Regional Council (MRC) projects associated with resource recovery.

BACKGROUND

Mindarie Regional Council Strategic Plan 2009 – 2020 contains Mission as follows:

- Delivering effective, efficient and environmentally sound waste processing services
- Leading our community in sustainable waste management practices

Current processing capabilities are as follows:

- Landfill (Tamala Park)
- Resource Recovery (Neerabup)

Consideration of further waste processing options is now required on basis of:

- Available feedstock for processing
- Community desire for alternative processing other than landfill

DETAIL

Potential Project Aim – RRF Stage Two

MRC to process some or all of that waste from member councils otherwise planned for ongoing disposal to landfill at MRC facilities.

Guiding Principles

Some suggested guiding principles for project, consistent with those described in Strategic Plan 2009 – 2029, and via amplification of 'Innovation' as follows:

- Maximisation of recovery of resources
- Optimisation of usage of 'resources recovered'
- Exploitation of opportunities to recover energy

(Reference: Koegler, Klause: EU Policy and Climate Change)

Forces Driving Change (FDC) (External) (what are the external forces driving 'resource recovery'?)

- Decreased availability of landfill sites
- Increased cost of landfill
- Increased community demand for non-landfill processing solutions
- Increased need for resource utilisation rather than wastage
- Reduced environmental footprint (greenhouse gasses)

Critical Success Factors (CSF)

(What is required to succeed in establishment of Resource Recovery Facility (RRF) within local government environment)

- Balanced risk allocation between client i.e. MRC, and contractor
- Affordable price for service
- Proven service provider and technology
- Community support for capability (location, process)
- State Government approvals to technology et al
- Appropriate location
- Guaranteed feedstock for plant
- Ongoing Member Council commitment

Strengths (MRC) (Internal)

- Demonstrated success of RRF Stage One project methodology (Build – Own – Operate)
- Demonstrated cooperation of Member Councils for RRF Stage One, particularly on financial issues
- Ability to deliver community commitment; suitable site, with State Government approvals, and facility feedstock
- Demonstrated success of RRF Stage One project management by MRC

Weaknesses (MRC) (Internal)

- Lack of 'own funds' for capital investment
- Lack of 'internal' project management expertise
- Lack of internal resources to construct and operate facility
- Potential weakness in fee structure

Threats (External)

- Limited suite of technology providers at 'bid submission' stage
- Nil State Government guidance on 'acceptable technology'
- Withdrawal of Member Council commitment

- Community opposition to sites, or particular technologies e.g. incineration
- Lack of certainty associated with City of Stirling feedstock, based on 'no City of Stirling publicised plan' past cessation of existing Atlas contract
- Lack of confirmation of State Waste Strategy at this stage
- Non-completion of the Hyder work on development of an integrated waste plan for the Region
- Lack of proven performance of RRF Stage One

DEVELOPMENT OF OPTIONS

- Key characteristics for decision with respect to project options as follows:
 - Project Model
 1. Build – Own – Operate (BOO)
 2. Other e.g. Design and Construct (D&C) (NON-BOO)
 - Waste for Processing
 1. Domestic Waste Only (SOME)
 2. Domestic Waste plus Other (ALL)
 with maximum/minimum tonnage tabulated as follows

		Domestic	Other
Minimum (tonnes)	(2)	27,000	N/A
Maximum (tonnes)	(1)	100,000	215,000

Notes

- (1) Based on 'return of City of Stirling'
- (2) Based on 'continued departure – City of Stirling; departure Town of Cambridge, Town of Vincent'

- Location
 1. MRC
Provided by MRC
 2. Non – MRC
Provided by others e.g. contractor

Options consist of combinations of characteristics. Eight (8) options generated and tabulated below, in tabulated version of 'decision tree'.

OPTION	1	2	3	4	5	6	7	8
CHARACTERISTIC								
Project Model	BOO	BOO	BOO	BOO	NON BOO	NON BOO	NON BOO	NON BOO
Waste Processed	ALL	SOME	ALL	SOME	ALL	SOME	ALL	SOME
Location	MRC	MRC	NON MRC	NON MRC	MRC	MRC	NON MRC	NON MRC

A PROPOSED 'WAY AHEAD'

The Technical Working Group (TWG), at its October meeting, considered that the level of uncertainty, posed by the summation of the THREATS, led to a conclusion that the MRC is best advised to 'wait awhile' whilst some of these matters develop more certainty.

Notwithstanding this, preliminary tasks are recommended as follows:

- Authorisation for CEO MRC to seek formal advice from City of Stirling on that Council's 'post Atlas' plans, including plans for ongoing commitment to a co-mingled collection system
- Completion of the regional integrated waste plan
- Confirmation of the State Government's waste strategy, including the approach to Advanced Waste Treatment (AWT)
- Confirmation of MRC policy regarding exemptions, following completion of the revised pricing model

CONSULTATION

- Technical Working Group

STATUTORY ENVIRONMENT

Not directly applicable.

POLICY IMPLICATIONS

Not directly applicable.

STRATEGIC IMPLICATIONS

Not applicable.

MRC OFFICER RECOMMENDATION

That Council:

- (i) Approve the proposed 'way ahead' with respect to resource recovery related issues, namely progress of tasks as follows:
 - Authorisation for CEO MRC to seek formal advice from City of Stirling on that Council's 'post Atlas' plans, including plans for ongoing commitment to a co-mingled collection system
 - Completion of the regional integrated waste plan
 - Confirmation of the State Government's waste strategy, including the approach to Advanced Waste Treatment (AWT)
 - Confirmation of MRC policy regarding exemptions, following completion of the revised pricing model
- (ii) Review progress on these tasks in April 2010, with a view to potentially revising the 'wait and see' approach for Resource Recovery Stage Two

TECHNICAL WORKING GROUP MEETING – 27 NOVEMBER 2009

Nil Discussion.

TWG OFFICERS RECOMMENDATION

That Council:

- (i) Approve the proposed 'way ahead' with respect to resource recovery related issues, namely progress of tasks as follows:**
 - **Authorisation for CEO MRC to seek formal advice from City of Stirling on that Council's 'post Atlas' plans, including plans for ongoing commitment to a co-mingled collection system**
 - **Completion of the regional integrated waste plan**
 - **Confirmation of the State Government's waste strategy, including the approach to Advanced Waste Treatment (AWT)**
 - **Confirmation of MRC policy regarding exemptions, following completion of the revised pricing model**
- (ii) Review progress on these tasks in April 2010, with a view to potentially revising the 'wait and see' approach for Resource Recovery Stage Two**

ITEM 6	ANNUAL REPORT – 2008/2009
File No:	COR/9 (D/09/6047)
Attachment(s):	1. Annual Report 2008/2009 qualitative component 2. Auditors Report
Author:	Kevin Poynton

BACKGROUND

The Mindarie Regional Council, in accordance with the Local Government Act 1995 Section 5.53, is required to submit an Annual Report. The Local Government Act specifies that the Annual Report is to contain:

- A report from the Chairman
- A report from the Chief Executive Officer
- A report of the principal activities commenced or continued during the financial year
- An assessment of the Local Government's performance in relation to each principal activity
- An overview of the principal activities that are proposed to commence or to continue in the next Financial Year
- The Financial Report for the Financial Year
- Such information as may be prescribed in relation to the payments made to employees
- The Auditors Report for the Financial Year
- Such other information as may be prescribed

The Annual Report for a Financial Year is to be accepted by the Local Government no later than 31 December after that Financial Year.

The financial statements for 2008/2009 have been prepared, and the annual audit has been completed. The Annual Report has been finalised and is now submitted for Council consideration. A copy is at Attachment One to this item.

DETAIL

Content of the Annual Report

The Annual Report, as presented, contains the following information:

- A description of those Councillors who form the Mindarie Regional Council
- A Chairman's Report
- A Chief Executive Officer's Report
- A summary of the Council's Strategic Plan
- A progress report on the Council's Annual Business Plan, together with Business Performance
- Various reports on the Council's activities

-
- Various reports in relation to the financial management of the Regional Waste Management Plan Council

This content conforms with the statutory requirements previously described.

Annual Audit Process

The Audit Report from the Councillor's Auditors is at Attachment Two to this item. No qualifications have been issued on the Council's accounts.

STATUTORY ENVIRONMENT

The submission of the Annual Report for 2008/2009 conforms with the requirements of the Local Government Act 1995.

POLICY IMPLICATIONS

Not applicable.

STRATEGIC IMPLICATIONS

Not applicable.

COMMENT

The Annual Report for the Mindarie Regional Council has been completed, in accordance with the requirements of Local Government Act 1995. This report includes the Financial Statements for 2008/2009, together with Audit Report.

MRC OFFICER RECOMMENDATION

That Council:

- (i) note the Auditors Report (provisional to Mindarie Regional Council's signing the Statement of Declaration on the Financial Statements)
- (ii) adopt the Annual Report, including The Financial Statements for Year Ended 30 June 2009
- (iii) authorise the Chairman and Chief Executive Officer to sign the Statement of Declaration on behalf of Mindarie Regional Council

TECHNICAL WORKING GROUP MEETING – 27 NOVEMBER 2009

Nil Discussion.

TWG OFFICERS RECOMMENDATION

That Council:

- (i) note the Auditors Report (provisional to Mindarie Regional Council's signing the Statement of Declaration on the Financial Statements)
- (ii) adopt the Annual Report, including The Financial Statements for Year Ended 30 June 2009
- (iii) authorise the Chairman and Chief Executive Officer to sign the Statement of Declaration on behalf of Mindarie Regional Council

ATTACHMENT ONE
TO ITEM 6
TECHNICAL WORKING GROUP
27 NOVEMBER 2009
ANNUAL REPORT 2008/2009

Final

**Mindarie Regional Councillors
Council – 1 July 2008 to 30 June 2009**

Chairman Cr Rod Willox AM, JP

Deputy Chairman Cr Corinne MacRae

Delegates

City of Joondalup Cr Russ Fishwick, Cr Kerry Hollywood

City of Perth Cr Rob Butler

City of Stirling Cr Rod Willox AM, JP, Cr Peter Rose JP, Cr Ron Sebrechts, Cr Kathryn Thomas

City of Wanneroo Cr Laura Gray JP, Cr Paul Miles (retired October 2008),
Cr Dot Newton JP (replacing Cr Miles)

Town of Cambridge Cr Corinne MacRae

Town of Victoria Park Cr John Bissett

Town of Vincent Cr Steed Farrell

Senior Officers

Chief Executive Officer Kevin F. Poynton

Chief Financial Officer Kalwant Dhillon

Operations manager Mike Tolson

Administration Manager Kathleen van Son

Chairman's Report

I am delighted to present the Annual Report of the Mindarie Regional Council for the year ending 30 June 2009. It has been a momentous year in which significant events have occurred which have changed the nature of the business forever.

Not only does the MRC operate one of the State's largest landfill operations -- the only government-managed facility to hold ISO14001 accreditation -- but we now also have the ability to significantly reduce the amount of waste going to landfill through the introduction of alternative waste technology.

The commissioning of the new Resource Recovery Facility, operated by BioVision 2020 Pty Ltd under contract to the MRC for a 20-year period, sees the Council partnering with best practice organisations including SITA to deliver an innovative and environmentally responsible service to the region.

Our journey on the road to resource recovery has taken hundreds of professionals, technical specialists, Local Government officers, and members and representatives of our community on a long journey, over a seven year period. We would not have reached this destination without extraordinary commitment, wisdom, expertise – and patience – by many dedicated individuals and I thank them all for their efforts.

Other very important achievements for the year include:

- The continued provision of world class services for waste disposal to landfill for approximately 590,000 customers in the region.
- The continued expansion of our recycling business, particularly in regard to the management of household hazardous waste and electronic waste, while the economic downturn has affected markets for plastics, cardboard/paper and glass.
- Expansion of our electricity generation capability via landfill gas – of growing importance in the current climate of concern about carbon emissions and greenhouse gas reduction.
- Continued good work by the Community Engagement Advisory Group (CEAG) on matters related to the Resource Recovery Facility.
- The development of a new Strategic Plan for the business for the Financial Years 2009 – 2029 which will come into effect on July 1st 2009.
- Adoption of the twenty year Strategic Financial Plan for the period 2008/09 to 2027/28
- The development of a business plan for Financial Year 2009/2010.
- The completion of further construction work to maximise the space available to us for landfilling at Tamala Park.
- The continued implementation of the Council's waste education strategy, via the waste education strategy steering Group (WESSG), and consolidation of a number of good initiatives.
- Further improvements to the Council's business systems, particularly in relation to financial management.

Much has been happening at National and State levels in the area of waste. Consultation to develop a National Waste Strategy commenced in the first half of 2009, and will reach completion later in the year.

At State level a Parliamentary inquiry into waste management in the first half of the year provided the opportunity for the MRC to work jointly with industry forums to seed the vision of waste as an essential service. The State Government commenced the process of developing a new waste Strategy for the State which was still in its formative stages by the end of June 2009.

In the last weeks of the financial year the State Government announced a 300% increase to the landfill levy and signaled an intention to hypothecate funds raised through the landfill levy into the DEC for non-waste-related activities. While the move to raise the landfill levy was supported, the MRC joined with other industry forums to strongly argue for retention of the funds raised. This area of potential change is one of the challenges still ahead for the waste industry as we move into the next financial year.

Other challenges for the future include the management of the existing landfill, the identification of a landfill facility capability beyond Tamala Park, commencement of operation of the resource recovery facility and the ongoing education of our community about what not to put in the bin, and the support of waste minimisation as a priority to reduce the increase in the volume of waste being generated.

The Council has continued to be involved in a number of external forums during the year. These have included the Municipal Waste Advisory Council and the associated Officer Advisory Group, the Forum of Regional Councils (FORC) and the Waste Management Association (Western Australian Division).

The corporate management of the Council's business continues to be excellent, and this has been substantiated through the completion of the 2008/09 audit by the Council's auditors.

A copy of the audit report is included in this document.

The good financial management of the finances of the Council is reflected in the healthy financial position of the Council as at June 30 2009.

I thank all elected members of the Council for their work over the reporting year.

I also express my appreciation to the customers of our Council, as well as those who provide an extensive range of consultative and logistical services to our business.

I also thank those dedicated officers from our Member Councils for their continuing contribution to our business.

Next I thank Kevin Poynton, Chief Executive Officer, and the staff based at Tamala Park for their continued good work in the execution of our business activities to an excellent standard.

I would like to express our thanks to Russell Sewell and the community representatives of our Community Engagement Advisory Group who have worked closely with the

Council to reflect and advise us of the community's views on various significant aspects of the resource recovery project, and who would have been equally delighted to reach the milestone achieved this year with the commissioning of the facility.

I commend this Annual Report to you.

Councillor Rod Willox AM JP

Chairman

Chief Executive Officer's Report

It is with pleasure that I present my report on the business of the Mindarie Regional Council for the year ending 30 June 2009. The business of the Council is described in two broad dimensions:

- Management of current operations
- Projects

CURRENT OPERATIONS

Landfill Activity

The key business activity of the Council is disposal of waste to landfill, at the Tamala Park Refuse Disposal Facility. Details of this disposal for the year ending 30 June 2009 are as follows:

Member Councils

City of Joondalup	63,372 tonnes
City of Perth	14,470 tonnes
City of Stirling	86,447 tonnes
City of Stirling Bales	22,967 tonnes
City of Wanneroo	65,766 tonnes
City of Wanneroo Resid	17,965 tonnes
Town of Cambridge	10,551 tonnes
Town of Victoria Park	12,926 tonnes
Town of Vincent	14,203 tonnes
	308,667 tonnes

Other Depositors

City of South Perth	14,807 tonnes
Other Casuals	47,133 tonnes
	61,940 tonnes

Total Tonnage of waste received **370,607 tonnes**

The receipt and processing of waste consists of:

- Waste to landfill
- General Waste

Recycling Activity

The Council conducts a number of programmes which are designed to optimise the value of resources disposed to Tamala Park. These programmes are as follows:

The disposal of selected reusable resources to the public, on a fee for purchase basis, for reuse. This results in an annual income for financial year 2008/2009 being \$245,563.

The disposal of particular waste streams, for recycling, in order to either, maximise their further use or minimise their harmful impact to the environment.

These waste streams include:

- Metal
- Oil
- Cardboard/paper
- Batteries
- Household hazardous waste
- Paint
- Glass

Staff

The Council has operated with a total of 34 full time staff, ten part time staff, and four positions filled by contract staff during the year. The Enterprise Bargaining Agreement (EBA), established previously, has worked well and a revised EBA, titled Collective Workplace Agreement, was approved in November 2008.

Our staff have continued to operate in a professional, diligent and co operative manner through the year and should be congratulated on their endeavours. All staff have been provided opportunities for training in areas relevant to their work. The annual review of the Chief Executive Officer was successfully conducted by the Council in April 2009.

Customer Issues

Our Tamala Park team have continued to deliver excellent service to our customers, during the year.

Facilities

The Council's improved administration facility has been in operation since September 2000, and continues to be a valuable component of our business. The training room is utilised widely for meetings, workshops, training and social events.

The Council has continued to meet at the facilities of member Councils, and the hospitality of the member organisations is to be applauded.

In addition, the co-operation of the City of Stirling, Town of Vincent and Town of Cambridge should be noted, with particular reference to these organisations' ability to provide facilities for a range of events including working group meetings, workshops and other forums.

Improvements to facilities at Tamala Park, including the administration centre were completed this year.

The establishment of infrastructure at the Neerabup Resource Recovery facility site is scheduled to be completed in Financial Year 2009/2010.

Plant and Equipment

The Council continues to operate a fleet of contemporary equipment. The use of hire equipment, where appropriate, is occurring, and this includes a tracked earthmoving item for work on landfill batters, and elsewhere.

Occupational Safety and Health

The Council has continued to implement best practice Occupational Safety and Health systems and currently has a certified Occupational Safety and Health Officer.

The Council has also introduced an electronic system for the management of inspections and incidents related to OSH.

Governance

The Council has conducted its business in accordance with its previously completed Business Manual. Appropriate amendments to this manual have occurred during the reporting year. The Council's Business Manual is under review, and this exercise should be completed by early 2010, with respect to Council policies.

In addition the Council continues to operate contemporary governance systems, in accordance with the appropriate legislation.

Records Management

The MRC Record Keeping Plan was formally approved by the State Records Office for a 5 year period until 2010.

The electronic system which is capturing the MRC records electronically in conjunction with the original paper based filing system is in Phase 2 of its development with training programmes completed with Corporate and Operational staff during 2006. Training is ongoing for all new staff with in house training for Corporate and Operations staff via the MRC Records Officer.

Retention schedules and electronic triggers for management of files and documents for archiving have been set in place to ensure compliance with State Government Records legislation.

Marketing and Education

The Council continued to host a variety of groups of visitors during the reporting year. These have included school groups, overseas visitors, representatives of government, other Council groups, and members of the public. The Council conducted a successful Corporate Function at the Burswood on Swan Function Centre during the reporting year. Twice yearly issues of a newsletter – MRC News – have been produced and circulated to every household in the region.

The Council continued to expand its Marketing & Education program, with key activities being as follows:

- Creation of an Education Centre at Tamala Park
- Expansion of the Earth Carers program
- Launch of the Roaming Recycler mobile education van which takes the waste message out to community events across the region
- Expansion of our tours program
- Production of Waste & Recycling Guides for a number of member Councils
- Ongoing good work by the Waste Education Strategy Steering Group

Regulatory Issues

The Council continues to maintain an excellent working relationship with the Department of Environment and Conservation resulting in the continued renewal of licence conditions for the Tamala Park operation.

The annual Environmental Compliance Audit was again conducted by Consultants from URS and the results from this exercise were pleasing. In addition, the Council has worked closely with the CSIRO in regard to Groundwater Management. In addition, the Council achieved environmental certification to ISO 14000 standards.

Regional Cooperation

The Council has continued to cooperate on a regional basis with others. Examples of this work include:

- The continued sharing of information with other Regional Councils, via the Forum of Regional Councils (FORC)
- Continued involvement of staff in the planning and execution of the annual Waste and Recycle Conference
- The conduct of Household Hazardous Waste collection days within the region

Landfill Operations

The Council continues to operate one of the largest Class Two landfill facilities in metropolitan Perth in accordance with best practice. Compaction standards have been satisfactory. Work has continued on the management of landfill gas from the existing landfill, and the development of a Stage Two landfill. A number of operational improvements have occurred during the year, including the exploitation of existing limestone using a crusher facility.

Projects

The Council has conducted the following projects during the reporting year:

- The continuation of extensive groundwater investigative tasks by CSIRO
- Further works associated with development of a Stage Two Landfill

- Further work associated with the management of landfill gas produced from the Stage One Landfill, including generation of electricity
- Progress of work associated with the introduction of a resource recovery facility to the region, including the work of a community engagement group, liaison with City of Wanneroo on planning matters, and completion of work to satisfy the contractual conditions appointment of a Contractor
- The introduction of an upgraded Weighbridge Management System
- The commencement of State Government – funded investigative projects under the Strategic Waste Minimisation Plans (SWMP) initiative
- Investigations into the potential impact of an Emissions Trading Scheme (ETS) on the business

Financial Issues

The Council has continued to operate in accordance with those previously approved financial policies and precepts. The audit of the Financial Statements for the Financial Year ended 30 June 2009 has been completed and the Council is in a 'healthy' financial position. The Council has approved the Budget for Financial Year 2009/2010 for implementation at its July 2009 Council Meeting.

Work has continued on the revision to the Council's Pricing Model, and this is expected to be completed in early 2010.

Future Directions

The Council has in place its key plans, namely, a Strategic Plan, a Strategic Financial Plan, a Business Plan for 2009/2010, and an approved Budget 2009/2010. Significant projects for the coming year are:

- The continuation of the exploitation of landfill gas, within sections of the Stage Two Landfill
- The continuation of construction of cells in the Stage Two landfill
- The revision of the Council's Regional Waste Management Plan in the form of an Integrated Waste Plan for the region
- Further work associated with the introduction of resource recovery within the region, including commencement of planning for RRF Stage Two
- Adoption of an improved governance instrument, in the form of an Establishment Agreement
- Continued implementation of the Council's Marketing Plan
- The continuation of work associated with 'Son of Tamala' landfill, carbon trading and regional initiatives (under the SWMP program)
- Continuation of liaison with Tamala Park Regional Council on matters of common interest associated with Tamala Park land

Conclusion

In summary, I wish to express my appreciation to a number of individuals and groups for their work during the year.

- The Council's current Chairman, Cr Rod Willox
- The Council's Deputy Chair Cr Corinne MacRae
- The Chairman of the Council's Secondary Waste Treatment Facility Working Group, Cr Laura Gray
- All those other Councillors who have participated in various forums associated with Council's business
- Those Officers from Member Councils, who have been heavily involved in forums such as the Technical Working Group, Secondary Waste Treatment Facility Working Group and Waste Education Strategy Steering Group
- Chief Executive Officers of the Member Councils
- The staff of the Mindarie Regional Council, particularly the Managers – Mr Kalwant Dhillon, Mr Mike Tolson, Ms Kathleen van Son, Gae Synnott and Ian Watkins
- All those customers of the Council's business
- Those external providers including Consultants, trades people, suppliers and government agencies
- The Community Engagement Advisory Group and our communities across the region for their continued interest and involvement in the Council's business.

Kevin F Poynton
Chief Executive Officer

Annual Business Plan 2008/2009

Performance Summary

The Council's Annual Business Plan for the Year 2008/2009, together with associated performance outcomes, is described here.

Objective One: Resource Management

Approved Action: ❖ *Develop and implement resource management programs, particularly for landfill, recycling and reuse in accordance with State Government requirements. e.g. Site Licence*

Progress: ✓ *Programmes conducted in accordance with regulatory requirements*

Approved Action: ❖ *Develop revised Master Plan for Tamala Park*

Progress: ✓ *Ongoing*

Approved Action: ❖ *Execute bush management activities as follows:*

- implement limited bush management on completed landfill area, and other areas*
- finalise Bush Management Plan*

Progress: ✓ *Ongoing*

Approved Action: ❖ *Implement gas management plan, including collection of revenue*

Progress: ✓ *Plan progressing according to contract*

Approved Action: ❖ *Execute groundwater management activities as follows:*

- maintain existing groundwater monitoring via CSIRO*
- implement plan for groundwater monitoring West of Marmion Avenue*

Progress: *Commencement of further site monitoring in the north of the site. Postponement of monitoring West of Marmion due to lack of evidence to support this task.*

Approved Action: ❖ *Progress Resource Recovery Facility by actions as follows:*

- construct facility*
- progress Mindarie Regional Council community liaison programme for Resource Recovery Facility*

Progress: ✓ *Construction and commissioning completed. Community liaison ongoing*

Approved Action: ☒ *Implement revised Regional Concept for Waste Management including community engagement and education, in accordance with best practice*
Progress: ✓ *Implemented via Waste Education Strategy Steering Group*

Approved Action: ☒ *Plan and implement Community Communication Plan 2008/2009 including newsletters, publicity, Annual Report and Corporate Function and educational activities*
Progress: ✓ *Communication activities completed satisfactorily*

Approved Action: ☒ *Progress the alignment of waste management services within the region, particularly in regard to, initially, collection and disposal of hazardous waste*
Progress: ✓ *Collection and disposal of HHW proceeding via static facilities (Tamala Park, Balcatta) and member Council collection days*

Objective Two: Resource Business Creation

Approved Action: ☒ *Investigate business opportunities associated with existing facilities i.e. Tamala Park, Neerabup*
Progress: ✓ *Opportunities progressed include limestone disposal and e-waste recycling*

Approved Action: ☒ *Develop concepts for 'landfill beyond Tamala'*
Progress: ✓ *Call for Submissions exercise completed*

Objective Three: Industry Leadership

Approved Action: ☒ *Participate in defined external industry-related forums e.g. MWAC, WMAA, WALGA, and FORC*
Progress: ✓ *Conducted consistent participation in these forums*

Approved Action: ☒ *Research contemporary practice for future waste and resource industry development, service delivery and waste education*
Progress: ✓ *Research activities progressed via SWMP projects*

Approved Action: ☒ *Develop integrated initiatives to capitalise on these future options*
Progress: ✓

Approved Action: ☒ *Strengthen partnerships with Government, industry and academic institutions in order to promote improvement in waste management sector*
Progress: ✓ *Progressed via FORC initiatives in respect to landfill levy, and Waste and Recycle Conference participation*

Objective Four: Organisational Management

Approved Action: ☒ *Finalise Establishment Agreement*

Progress: ✓ *Facilitation of member council discussion*

Approved Action: ☒ *Maintain and improve existing contemporary business systems, e.g. finance, procurement, project management, customer service and marketing, structure, staffing*

Progress: ✓ *Key initiative has been development of marketing plan*

Approved Action: ☒ *Strengthen Member Council partnerships and relations*

Progress: *Commencement of task to review officer forum structure*

Approved Action: ☒ *Review and, where appropriate, revise funding strategies for the business*

Progress: ✓ *Revision of pricing model in progress*

Approved Action: ☒ *Develop the information management system e.g. Records, website, knowledge, for the business*

Progress: ✓ *Revision of IT plan and Information Management plan in progress*

Approved Action: ☒ *Revise Mindarie Regional Council Business Manual*

Progress: ✓ *Policy review programme continuing*

The Council's Strategic Plan

The Mindarie Regional Council continued to follow the direction of the Strategic Plan 2006 – 2009, approved by Council at the February 2006 Ordinary Meeting.

The mission of the MRC is:

To provide effective, cost efficient and environmentally sound waste and other resource management services for the benefit of the region.

The Strategic Plan identifies four strategic objectives and strategies associated with each objective. These are:

Objective One – Resource Management

To operate defined programmes associated with waste and resource management in accordance with best appropriate practice.

Objective Two – Resource Business Creation

To identify opportunities to address waste streams in addition to domestic waste.

Objective Three – Industry Leadership

To provide leadership in the waste and related resource industry.

Objective Four – Organisational Management

To ensure excellent organisational management through improvement of the Council's business and management systems.

During the second half of the year the MRC undertook an extensive review of the business activities and necessary future strategies for the region, culminating in the finalisation of the Strategic Plan 2009 – 2029. This plan was adopted by Council and will come into effect 1 July 2009.

SUMMARY OF FINDINGS FROM MRC STAKEHOLDER ENGAGEMENT STUDY

In July 2008 the MRC commissioned CATALYSE® to undertake an extensive Stakeholder Engagement Study. The strategic intent of the study was to better understand the needs, expectations and perceptions of the MRC's key stakeholders, comprising Member Councils, MRC staff, landfill drivers, customers, including the MRC's top 10 debtors, Transfer Station and Recycling Centre customers, the general public, teachers and active advisory groups – CEAG (Community Engagement Advisory Group) and WESSG (Waste Education Strategy Steering Group).

The 2008 study followed a similar study undertaken in 2005. Progress from 2005 was tracked and areas of improvement were identified. The MRC Management Team has used the findings in planning and decision-making for the business, and has followed-up on a number of stakeholder-specific issues.

Key findings

What we found	What this means
<i>People do not see waste as an issue</i>	
Waste is being overshadowed by other environmental issues, particularly water and climate change.	Greater promotion is needed to raise the profile and perceived importance of waste.
<i>The recycling message is getting through</i>	
Residents reported significant efforts to recycle in response to Council provision of recycling bins to make it easier to recycle. 86% of households in the region now have a separate recycling bin (excluding City of Stirling), which is an increase from 23% in 2005.	Residents understand recycling and are participating. Recycling behaviour has doubled since the previous survey and is now at 80%.
<i>People are still not sure about what goes in what bin</i>	
Products which should not be put in the wheelie bin are still being disposed of in this way. For example: <ul style="list-style-type: none"> • 40% put batteries in their wheelie bin • 22% put paints and pesticides 	Continued education is required on contaminants, why these should not be put in either bin (wheelie bin or recycling bin), and alternative methods of disposal.
<i>Only small numbers of people compost at home</i>	
25% of people compost at home, and few know that their Councils provide worm farms and compost bins, often at subsidised cost.	Continued education is required.
<i>People are not connecting with the message to reduce waste</i>	
25% of people say they put a high effort into reducing the amount of waste going	More promotion is needed to encourage people to reduce waste.

into their weekly bin or choosing goods with less packaging.	
<i>High levels of satisfaction with waste services</i>	
89% satisfaction with Tamala Park facilities among those who visit, a significant improvement since 2005.	Continuous improvements in site conditions and facilities needed.
<i>Insufficient awareness of Tamala Park</i>	
58% of respondents had heard of Tamala Park, and this proportion was higher among people living closer to the facility.	More people need to know about the waste drop-off and recycling facilities.

Key achievements in Tamala Park operations

The Mindarie Regional Council manages the disposal of some 350,000 tonnes of waste it receives each year generated by about 590,000 people living in the MRC's seven member Councils, comprising the Cities of Joondalup, Perth, Stirling, and Wanneroo; and the Towns of Cambridge, Victoria Park and Vincent.

Since the Tamala Park landfill commenced operations in 1991, the region's non-recyclable household waste has been delivered to Tamala Park for disposal in landfill.

The disposal picture changed significantly in March 2009 with the official opening of the region's new Resource Recovery Facility, operated under contract to the MRC by BioVision 2020 Pty Ltd. The facility is expected to reduce the volume of waste sent to the Tamala Park landfill by up to 20 per cent each year.

Both arms of the business are critical to the MRC's vision and 2008/2009 was an intense period for the MRC, with numerous projects being undertaken.

Tamala Park Landfill Operations

In addition to the state-of-the-art landfill, the Tamala Park operations also include a number of services for the general public including:

- a Recycling Centre,
- a Transfer Station for the receipt of general waste and household rubbish
- a Household Hazardous Waste drop-off facility,
- a drop-off facility for electronic waste including computers and mobile phones,
- an asbestos drop-off facility which is free on the last Sunday of each month, and
- a free firewood supply during the cooler months of the year.

Major achievements this year with operation of the landfill include:

Site rehabilitation and groundwater monitoring

A four-hectare site to the eastern and northern boundaries of the landfill, an area identified as Wagyl Aboriginal heritage land, has been extensively revegetated this year.

About 14,000 tube stock has been planted as part of the MRC's commitment to revegetate the site and return it to good condition, and to provide a buffer to

reduce potential dust, litter and visual impact. A variety of plant species local to the area have been planted, including tall species such as tuart and banksia. All tube stock is tree guarded to protect it from kangaroos.

An additional 1000 trees have been planted along the northern boundary. This infill planting of five varieties will provide height along the boundary.

Extensive ongoing groundwater investigations are undertaken by the CSIRO on behalf of the MRC. Bore holes have been placed along the northern boundary due to development occurring to the north. The bore holes enable the condition of groundwater along the boundary to be monitored with initial results expected during the next financial year. No readings to date have been above trigger levels.

Piggyback liner

Work on site during the year includes the design and construction of a new "piggyback" liner over a portion of the Stage 1 North capped landfill. The piggyback liner is necessary to enable landfilling to occur over existing capped areas within the Stage 1 portion of the landfill. The construction of this liner enables the final waste placement to be completed in the northern portion of the landfill site.

The environmental objective of the piggyback liner is to ensure that leachate generated within the fresh waste placed over the existing, unlined Stage 1 landfill, is adequately contained and diverted to the Stage 2 lined portion of the landfill, where it can be managed to prevent seepage into the groundwater below the landfill.

In addition to providing a base liner for the new waste, the piggyback liner provides a significantly improved "cap" to a large portion of the unlined Stage 1 landfill area, thereby reducing rainwater seepage into the old landfill and a consequent reduction of leachate being generated in the unlined portion of the landfill.

The design of the piggyback lining system required the inclusion of special structural layers to accommodate the differential settlement of the old waste below the liner. Significant settlement is expected to continue for at least the next 10 years and, hence, the structural layers need to ensure the integrity of the liner during this period of waste settlement.

Continued excavation for landfill

Excavation continued on the Stage 2 Phase 3 area of the landfill, which is the final remaining extension of the landfill footprint allowable under existing development approvals. The only remaining future cell construction will be a

future piggyback liner over a portion of Stage 1 South, which is anticipated to be constructed in about four years.

Since commencement of excavation of the Stage 2 Phrase 3 landfill cell, about 800,000 m³ of limestone has been removed from the void, with a further 300,000 m³ remaining to be excavated in the early part of next financial year. The limestone that has been excavated from the Phase 3 void has been crushed and placed in stockpiles on site for future use. A significant quantity of crushed limestone has also been removed free-of-charge from the site.

Limestone processing

The MRC has previously committed to the local Kinross community to progressively reduce the height of the permanent limestone stockpile to the south of the landfill area.

For a number of years, there have been two limestone block manufacturers slowly consuming part of the stockpile. However, the global financial crisis has realised a significant downturn in the demand for limestone blocks. As a result, the reduction in the height of the limestone stockpile has slowed considerably during the year. It is anticipated that as soon as demand for limestone blocks increases, the height of the limestone stockpile will continue to be reduced.

Replacement landfill

Forecasts estimate that the Tamala Park landfill will reach capacity in 2021. The MRC is actively pursuing options for future regional waste management, including securing a replacement landfill site.

Expansion of the landfill gas extraction system

A private company, Landfill Gas and Power Pty Ltd, produces electricity from the methane gas extracted from the landfill. The MRC has expanded the landfill gas extraction system into areas of newly-placed waste. This expansion of the extraction system has enabled the continued production of 'green' energy at a maximum rate of 6.45 MW, and will also reduce the fugitive landfill gas emissions, thereby improving the environmental performance of the landfill operations.

Other activities at Tamala Park

In addition to the state-of-the-art landfill, the Tamala Park operations comprise many services for the general public, including:

- a Recycling Centre
- a Transfer Station for the receipt of general waste and household rubbish

- a Household Hazardous Waste disposal facility
- a receival facility for electronic waste, including computers and mobile phones
- an asbestos drop-off facility, which is a free service conducted on the first Sunday of each month, and
- a free firewood supply during the cooler months of the year.

Significant levels of activity in other areas of the Tamala Park operations include:

ISO Accreditation

The Environmental Management System (EMS) in operation at the Tamala Park facility has received ISO14001 certification, making the landfill site the first Government-controlled waste management facility to achieve the standard in Western Australia.

All waste management services and operations undertaken and managed by the MRC at the Tamala Park facility were examined in the certification process. These included waste education, administration, recycling centre, transfer station, maintenance workshop, contractor management, landfill construction, operations, rehabilitation, closure and post closure monitoring and management.

The MRC's Chief Executive Officer, Mr Kevin Poynton, outlined the importance of ISO14001 certification to the business.

"Having an environmental management system ensures that environmental management is undertaken in a systematic way to prevent environmental incidents and pollution, to manage environment risks, to comply with all environmental laws and to ensure that we use our resources efficiently, Mr Poynton said.

"We are sure that our neighbours, customers, the local Councils who bring their waste to Tamala Park, and the region's residents, will be pleased to see that the facility is operating to this international standard."

Weighbridge enhancements

In early 2009, the Tamala Park weighbridge was fitted with a radiation detection system, which will help identify the type of waste being brought to Tamala Park, and prevent the dumping of sealed radioactive mining and medical waste.

Increase in problem products

We are seeing an increase in two areas of waste at the Tamala Park Transfer Station and Recycling Centre: e-waste and mattresses.

E-waste comprises discarded computers, monitors, televisions, video/dvd players and recorders, and mobile telephones. Australians have embraced this technology and have purchased these products in large numbers. Unfortunately, this means we also throw out a lot of them.

E-waste items are made of materials that can be recycled. In many cases, over 90% of these can be recycled if they are disposed of correctly. Also, many materials contain substances that are toxic and should not be sent to landfill.

The MRC participated in a metropolitan-wide E-waste Collection weekend in June 2009. About 85,000kg of e-waste were collected at Tamala Park, Stirling and Perth collection sites, contributing to a total of more than 200 tonnes collected over the weekend.

During the financial year, the MRC received about 2000 mattresses at the Transfer Station. The opportunity arose in October 2008 to participate in a Pilot Mattress Recycling Project in conjunction with the Eastern Metropolitan Regional Council (EMRC) at its Hazelmere Timber Recycling Centre.

The two key objectives of the trial were to:

- o Divert mattresses from landfill where they cause operational problems and consume considerable airspace.
- o Recover valuable resources such as metal, timber and foam from mattresses, which can be reused in new products.

The trial proved to be highly successful and will inform the MRC's future planning for this problem product.

Strategic Financial Plan

The Council adopted a Twenty Year Strategic Financial Plan for the period 2008/09 to 2027/28 at its July 2008 Ordinary Council Meeting which supports the Council's strategies going forward for the next twenty years.

The Strategic Financial Plan assumes continuity of the Council's two Business Streams namely Landfill and Resource Recovery Facilities going forward and covers the following key areas:

- Capital and Operational Expenditure for 20 years commencing 2008/09
- Funding of Operations for the next twenty years which will be through:
 - Internal Funds (Accumulated Surpluses arising from Non-Members business)
 - External Funds – existing and new loans

Key Capital Expenditure includes:

- Establishment of new Landfill Facility when space at Tamala Park Facility is fully utilised by 2020/21
- Establishment of the first Resource Recovery Facility (RRF 1) by July 2009 and the next Resource Recovery Facility (RRF 2) by 2013/14

Waste Minimisation Activities

During the 08/09 financial year, the State Department of Environment and Conservation announced funding for the development of regional Strategic Waste Minimisation Plans. In discussion with member Councils the MRC finalised the development of the draft regional Strategic Waste Minimisation Plan. Following signoff by all member councils, the SWMP will guide the MRC's waste minimisation activities for the next five years.

The DEC, following receipt of the draft SWMP, provided significant Regional Investment Plan funding to the MRC for the execution of various projects identified within the Plan. The MRC has until the end of December 2009 to complete six identified projects. These projects had progressed well by the end of this reporting period and are on track for timely completion.

The list of projects includes:

- Bulk waste assessment from transfer stations.
- Bulk waste assessment from self-haul customers.
- Development of guidelines for public event recycling.
- Member Council infrastructure waste management.
- Wet/Dry bin recycling trial.
- Member Council transport and waste management infrastructure assessment.

The outcomes from these projects will be reported in next year's Annual Report.

National Greenhouse Emissions Reduction Scheme (NGERS) reporting and carbon trading impact

With the implementation of NGERS and the imminent introduction of a carbon trading scheme, the MRC has extensively reviewed and accounted for the business-related greenhouse gas emissions in preparation for reporting commencing in July 2009. The majority of the MRC's emissions relate to fugitive landfill gas, and it is expected the issue will become a major focus for the business over the next few years.

Tamala Park Regional Council

Ongoing discussions with the TPRC continued during the reporting period, primarily focusing around the proposed development of the land to the north of the MRC lease area and how the landfill post closure development activities could best assist the proposed development. Another aspect of common interest is the landfill buffer zone that encroaches into the TPRC development area.

Resource Recovery Commences Operations

The Mindarie Regional Council's business changed significantly during the year with the culmination of an eight-year project to commission the design and construction of a new Resource Recovery Facility for the region.

The facility, which BioVision 2020 Pty Ltd operates under contract to the MRC, is expected to reduce the volume of waste sent to the Tamala Park landfill by up to 20 per cent each year.

Official opening for the RRF

Following a 13-month construction period, the RRF, in the Neerabup Industrial Area, was officially opened with a two-stage celebration: a formal opening event for official guests on March 27 2009, and a Community Open Day held the next day.

Almost 200 official guests attended the first event, while close to 600 community members attended the Open Day and took advantage of the opportunity to tour the facility.

In April 2009, the wheels started revolving on two huge steel cylinders to mark the beginning of a revolution in the treatment of household waste generated by some 590,000 people living in the MRC region.

The cylinders, technically referred to as composters, are the entry point for a process that takes ordinary organic household waste and turns it into market-quality compost to help enrich Perth's nutrient-deficient soils, together with significant additional benefits to the environment.

A three-month wet commissioning period, from April to July 2009 enabled the process to be fully tested to ensure the facility was ready for operation.

Recovering resources wastes less waste

The initial phase of the MRC's planned three-stage resource recovery capability will treat up to 100,000 tonnes of household waste annually, converting much of it into compost, with the residue sent to landfill.

This represents a 20% reduction in the total amount of waste sent to landfill each year, and creates some 40,000 tonnes of compost.

Future stages of the facility will divert a larger percentage of the region's waste stream from landfill.

The long and winding road

The road to Resource Recovery has been both long and winding for the MRC, the State's largest waste management authority, and its community.

In 2001, the MRC responded to the State Government's initiative, *Towards Zero Waste 2020*, with an investigation into waste treatment alternatives to landfilling.

The following several years saw a massive amount of investigation, consultation and negotiation undertaken by the MRC's management team, Councillors, member Council technical officers, project management team, members and representatives of the region's community, and consultants, into alternative process technologies and possible site locations.

In late 2006, the MRC awarded an \$80 million contract to build, own and operate the plant to BioVision 2020 Pty Ltd for the next 20 years. Construction of the facility started in May 2008.

BioVision 2020 engaged waste management specialists SITA Environmental Solutions to operate the plant and Canadian company Comporec to supply the composting technology.

BioVision 2020 is owned by WA-based superannuation fund Westscheme and SembSITA Australia Pty Ltd.

The compost generated through the resource recovery process will assist in improving moisture retention in soils where it is applied. Better moisture retention reduces the need for artificial fertilisers, thereby both slowing and lessening the leaching of chemicals into the groundwater.

In deeper ground, even more significant environmental benefits will begin to flow.

Each year, some 70,000 tonnes' less waste will be buried in landfill. Consequently, and again, the risk of leaching of chemicals into groundwater will be slowed and lessened.

The reduction in the volume of waste sent annually to landfill will, over time, impact substantially on the volume of greenhouse gas created within a landfill, thereby lessening the impact on global warming.

Statistically, for example, a reduction of 100,000 tonnes in the amount of waste landfilled each year would represent a saving to the environment equal to removing about 9000 cars from our roads and also eliminating the consumption of about 100,000 barrels of oil, or planting about 4000 hectares of trees annually.

Additionally, as we divert more waste from existing landfill sites, we slow down the inevitable and expensive process of developing more landfill sites to service our community's future needs. Reuse of waste is a big step towards community sustainability.

Community's role significant

Community input and feedback played a significant role in the decision-making process throughout the project's planning phase.

The MRC sought the community's views through extensive research, surveys, questionnaires and discussions as it distributed information leaflets throughout the region, published project details on its website, and conducted focus groups, public information sessions and telephone surveys.

As a direct result of feedback from the community, several milestones were achieved:

- The location of the proposed facility was changed from Wangara to the Neerabup Industrial Area.
- Thermal processing technologies for the plant's operations, such as combustion and incineration, were discarded in favour of biological processes (with aerobic composting ultimately favoured).
- In early 2003, a Community Engagement Advisory Group was established, comprising community representatives from across the region, to provide the MRC with input on the community's views and values.
- CEAG then led the way in formulation of a unique document, the *Community Partnership Agreement (CPA)*, which identified 20 different objectives and 66 associated outcomes that it believed the MRC had to deliver with the Resource Recovery Facility in order for the project to receive broad community endorsement.

CEAG continues to meet regularly. The CPA will form the basis for community reporting of performance. See the website www.mrc.wa.gov.au for a copy of the CPA.

In its review of the MRC's proposal for the facility, the Environmental Protection Authority praised the organisation for its comprehensive community consultation program. It said:

"In progressing this proposal, the MRC has undertaken a comprehensive consultation which has set new standards for involving the community in the decision-making process."

Odour Management

BioVision 2020 Pty Ltd selected Conporec as the composting technology provider for the Resource Recovery Facility, partly due to the company's robust

odour management system. The Comporec composting process is conducted in aerobic conditions to minimise the potential to cause odour problems.

Ensuring the Biofilter is effective is a key element of the odour management system.

All of the RRF's operational buildings are kept under negative pressure, with several changes of air every hour. The odorous gases are collected as close to the source as possible and transferred to the Biofilter for treatment.

The Biofilter is designed to filter odorous gases collected from the waste reception area, the composter feeding area, and the maturation area. The 2000sq-metre Biofilter at Neerabup is designed to ensure that it can effectively handle the maximum air flow through the system.

Prior to construction of the facility, BioVision 2020 engaged an independent expert to undertake a peer review of the detailed design of the total odour control system, with particular emphasis on the design of the Biofilter and the process control.

The peer review report was submitted to the Department of Environment and Conservation with the application for works approval, and approved.

SITA is conscious that community acceptance of the RRF at Neerabup is highly dependent upon the facility effectively managing odour emissions.

SITA considers proactive monitoring of the composting process, including assessing the performance of the Biofilter, is a critical part of the odour management system, with the aim of preventing odour emissions being released.

In addition, regular odour monitoring will be undertaken at locations agreed with the Department of Environment and Conservation.

Reduce, Reuse, Recycle, and Dispose Wisely!

More and more of us are recognising the value to the environment – and our hip-pockets – of reducing, reusing and recycling the products we use. But, there's another step we need to take in making our efforts most effective. We need to be always mindful of disposing of our waste *correctly*.

While the resource recovery facility in Neerabup is designed to convert some 100,000 tonnes of organic household waste received each year into about 40,000 tonnes of market-quality compost to boost the quality of our nutrient-deficient soils, it's really important that the plant's feedstock – the material we place in our household green-lidded wheelie bin – doesn't contain products that will damage the compost production process.

The following five steps are being communicated to community members at every opportunity:

1. Think about what you can do to minimise waste (for example, purchase less, and choose products with less packaging)
2. Only put household waste into your green-lidded household wheelie bin. Keep other material for a verge collection.
3. Keep all hazardous household waste (HHW) products (such as oils, chemicals, batteries) out of your wheelie bin and dispose of them at Tamala Park, the Recycling Centre Balcatta, or take them to a HHW Disposal Day.
4. Contact your local Council to find out what should go in your other bin - the recycling bin - and make the effort to put recyclables there, because if they go in the household wheelie bin they are likely to end up in landfill, and that's a waste of good resources.
5. Contact your local Council to find out what to do with any other products.

Monthly communication tools

In July 2008, the MRC initiated a monthly update advertisement in Community Newspapers across the region to help build awareness about the facility.

A primary rationale for the advertisement is to provide information that would help people to put the right material in the right bins and, more importantly, to be aware of what shouldn't go in the bin.

Visit the website www.mrc.wa.gov.au and view the complete set of monthly update advertisements.

Key achievements in waste education and engagement

As indicated in the results of the Stakeholder Engagement Study, much more work needs to be done to encourage appropriate community behaviour to ensure that the items people place in their household bins can be dealt with effectively at the new Resource Recovery Facility at Neerabup.

The MRC's response during 2008/09 has been to further develop the Waste Education portfolio and provide more resources for it to achieve its goals. As at the end of the financial year, two full-time staff now comprise the Waste Education Unit, and a solid program of activities is being followed.

The strategic thrust of the program continues to consolidate within four broad programming categories:

- Strong regional approach, with activity integrated where possible
- Improving general levels of awareness and knowledge
- Targeting individual behavioural change
- A focus on the next generation.

The waste hierarchy

The waste hierarchy is central to how the MRC formulates its waste education programs. The hierarchy is:

AVOID
REDUCE
REUSE
RECYCLE
RECOVER
DISPOSE

As a waste management authority, the MRC has traditionally focused on disposal, which is the bottom rung of the waste hierarchy.

The MRC provides a best-practice and well-managed landfill operation at Tamala Park. Each week, Member Councils collect household waste and deliver it in continually-increasing volumes to Tamala Park to be buried in landfill. Australians generate about 690 kilograms of waste per year per person, making us the second highest generators of household waste, behind the United States.

With the commencement of operation of the resource recovery facility in mid-2009, the MRC has moved to the next rung of the hierarchy – Recovery.

Recovering waste from the waste stream serves a dual purpose. Not only does it divert waste from landfill, it also enables value to be recovered from the waste, as it is converted into a useful and useable commodity. The RRF produces market-quality compost.

During the year, the MRC has continued its efforts to address other levels on the waste hierarchy and, in fact, focused much more of its waste education effort in these areas rather than on disposal. The objectives of the waste education program are:

- To build good levels of knowledge about waste management;
- To support and encourage appropriate waste behaviours, particularly at the top-end of the waste hierarchy;
- To work collaboratively with Member Councils in supporting appropriate waste behaviours.

What we're doing and how we're going

Many of the initiatives outlined in last year's Annual Report have gone from strength to strength this year. Visit the website www.mrc.wa.gov.au for full details.

Tours

Tours are one of the best ways to open people's eyes about the amount of waste being generated, and the need for each person to personally join the journey to reduce, reuse and recycle.

The MRC offers free tours to school groups, businesses, service organisations and individuals, and also provides a bus subsidy to help people make the trip.

Tour options include:

- Tamala Park Landfill and Recycling Centre;
- Recycling Centre Balcatta;
- Resource Recovery Facility, Neerabup; or
- A combination.

At Tamala Park, visitors see how the MRC handles and disposes of an average 1200 tonnes of waste each day. Visitors also visit the Recycling Centre, where thousands of customers a year find what their looking for at bargain prices, as well being able to safely dispose of all manner of recyclable goods, and household hazardous wastes.

An Education Centre is being developed on site and will add an extra dimension when it is ready for inclusion in the tours program. A feature of the Education Centre is the artwork made from recycled materials, displays on recycled bed

frames, and demonstration compost beds and worm farms, which show people how easy it is to use their own organic waste at home.

Tours will also extend to the MRC/BioVision's newly-commissioned Resource Recovery Facility in Neerabup and, during the next year, a Visitors Centre will be developed on-site at Neerabup to further communicate the waste story.

During 2008/09, the number of tours has steadily increased and, with more staffing, the capacity to accommodate tours has also increased, with about 150 tour groups conducted. By the end of June 2009 tour demand was at a minimum of three tours a week and up to a maximum of ten tours per week, with groups ranging in size from 5 to 75.

The 'Roaming Recycler' waste education trailer

The Roaming Recycler waste education trailer is designed to take the waste education message out to the region.

The display includes:

- Six information panels on recycling and waste minimisation, made from recycled screen door display boards.
- 'The Recycling Game' is a board game similar to 'snakes and ladders,' where players roll a dice and move forwards or backwards depending on whether they land on a square with positive or negative recycling/waste minimisation actions.
- 'The Recyclaball Game' is a game where players throw a newspaper ball (rolled-up newspaper pages) through a hoop and learn about newspaper recycling.
- An interactive display about household hazardous waste (HHW). The display visitor opens each bin lid to find out about correctly disposing of HHW.
- There are also brochures and information sheets to take away.

This year, in its first year of operation, the Roaming Recycler has visited libraries, community fairs and community events, including Garden Week at Perry Lakes, Great Gardens workshops, National Tree Day events, Sustainability Festivals, Conscious Living Expo, Perth Royal Show, the Wanneroo Show, Cappucino Festival, Little Feet Festival, and many more across the region. It is out and about almost every weekend during summer, and requests are being received for attendance at events outside the region.

Earth Carers

The Earth Carers program continued to grow during 2008/09, with close to 100 community members having undertaken the Earth Carers training program.

The training program comprises five sessions over a three-week period. Each session is held at a different 'waste' focused venue, such as REmida (a community organization, which collects industrial waste for distribution to schools and artists); City Farm (community garden and reuse/recycling collection point in the City); and Landsdale Farm in Landsdale (education department farm school).

The emphasis is on contribution and exchange, and giving participants an opportunity to express ideas and frustrations on waste issues. The approach is to give participants a feeling of connection to the waste we produce and how we can take action to change the waste path.

For example, the 'Useful Book' was produced after the first training program, from the suggestions and knowledge of the group. The manual contains information and ideas for reducing and utilising waste and will be updated with input from future Earth Carers.

In the final training session, we discuss how to communicate the 'waste message' to others at home, work, school, the neighbourhood - or the world! By session five, the group is inspired and filled with enthusiasm to make some kind of difference in their community. When assessing the participant knowledge and awareness of waste issues, we use the same evaluation form at the beginning and end of the course to gauge the information gained and attitude changes, if any, of participants.

How do we maintain the momentum? The main method of communication is via email, to let everyone know of upcoming events of interest, and a quarterly newsletter. We invite Earth Carers to send in items of interest and these are often forwarded to the whole group.

The Earth Carers participate in a range of Council-run events where volunteer help is needed, such as Household Hazardous Waste Disposal Days and events involving the Roaming Recycler, where they give demonstrations on waste issues such as recycling or using organic waste. They have given lectures to community groups, assisted at school presentations and performed in street theatre.

Earth Carers often take their passion to the workplace. One person has become affectionately known as the 'worm lady' and gives information to work colleagues and neighbours on the abilities and usefulness of compost worms. Another is on the 'green team' in her workplace. Several people have become involved in community gardens and others assist City Farm organic markets and the Earthwise Community Centre in Subiaco.

*Case Study 1. **Chris** works in a large hospital. Following Earth Carers training, Chris joined into a community garden and assists managing organic markets at City Farm. Chris found a use for recycled waste packaging from hospital at the Cat Haven. Chris performs in street theatre for MRC at*

community events.

Everyone finds their own level of involvement and application. For some, it may be simply that the course 'has really changed what we do and how we think about things'. Other Earth Carers may connect us to a particular school and offer support to a staff member in the school garden, or help out for a session at the Royal Show display.

Case Study 2. Loni was a member of a community garden group before undertaking Earth Carers training. She extends her knowledge to school activities, linking MRC staff to the school to set up worm farms. Loni has a 'waste wise' stall at school fete and assists in 'waste free' lunch days.

Linking in with community organisations is an easy way for people to make differences without having to create a new project. Part of the rationale for locating the training in community facilities is to provide opportunities for these places to be showcased and supported.

Case Study 3. Mim is a primary school teacher and was able to apply her Earth Carers training to the school curriculum. She links in with the 'Waste Wise' schools program and encourages staff to bring students on tours of the MRC's waste facilities and to link 'waste' issues to the broader curriculum.

Household Hazardous Waste Disposal Days

A practical service was introduced during 2009 – a program of temporary Disposal Days across the metropolitan area, funded through the Landfill Levy. The aim of the program is to achieve the safe storage and disposal of Household Hazardous Waste and to obtain reliable data on the quantities and types of HHW collected in Western Australia.

Household Hazardous Waste includes household products containing chemicals or substances that can be harmful to people and/or pets, or the environment, including a broad range of products that are flammable, toxic, explosive or corrosive.

The Temporary Disposal Days enable the public to drop off and safely dispose of these unwanted materials. All materials collected are reused, recycled or disposed of safely. At a range of locations across the region, the Temporary Disposal Days make it easy and convenient for people to dispose safely of HHW rather than putting it in the household bin. This practice is particularly important with the commencement of operation of the RRF at Neerabup, as HHW in the waste stream could affect the quality of compost produced at the facility.

At the same time, the MRC is communicating the AVOID message to provide information about alternatives to the use of HHW products.

One size doesn't fit all

The MRC is looking to employ many different strategies to target different groups in order to get the waste message across to as broad a part of the population as possible. Different things appeal to different people and developing the materials to support this strategy will be an ongoing task.

Some of our other initiatives include:

Tales with a Twist puppet show

The MRC's association with Tales with a Twist's *Kasper and all that Rubbish* puppet show began in 2006 to raise community awareness in the lead up to the opening of the Resource Recovery Facility at Neerabup. Our goal was to educate community members, particularly children, about the part they play in sustainable waste management.

The message has expanded now to educate about Reduce Reuse Recycle and topical issues such as the correct disposal of Household Hazardous Waste. The fun and informative puppet show medium has particular appeal to the younger audience and has become a valuable tool in raising awareness of waste issues particularly within schools.

Following performances, the MRC regularly receives comments, drawings and letters inspired by the show, and demonstrating key learnings from the show. This feedback is a positive indication of the way the shows are received.

Information distribution

This includes:

- In conjunction with member Councils, the MRC funds the production of Waste and Recycling Guides (fridge calendars) for distribution into households
- Development and deployment of static display material for use at shopping centres, conferences and libraries
- Development and distribution of brochures and pamphlets to support the work of the education team ie Earth Carers, Tours, and Roaming Recycler
- Fact sheets and project work sheets for tour groups

Events and projects to raise waste awareness

This includes:

- Household Hazardous Waste Disposal Days,
- Apple e-waste collection weekend

- Events and public place recycling
- Working collaboratively with other education officers of the other Regional Councils to share resources, exchange ideas and develop consistent messaging and procedures across the metropolitan area

Through these and other initiatives, the Waste Education team at MRC is hoping to make the issues of waste more interesting, more appealing, and easier for people to take action.

FINANCIAL MANAGEMENT

OPERATING REVENUES

The Financial Statements included in this report reflect that the Mindarie Regional Council has a sound financial position and should be read in conjunction with the accounting policies and precepts adopted by the Regional Council.

Revenues from the weighbridge charges (excluding recyclables) totalled \$20,957,204 which reflects an increase of 8% over the previous period. This is mainly due to an increase in fees for members and non-members.

Interest income on invested funds of \$696,927 is comparable to last year but slightly higher than the budget due to the competitive rates received during the Global Financial Crisis.

The Council at their meeting of 18 August 2005, approved that the annual operational surplus (2008/09 - \$4,124,471) will be retained by MRC to meet their on going operational and capital requirements going forward in line with the Strategic Financial Plan. This was re-affirmed again at the Council meeting of 3rd July 2008.

RESERVES

The only Reserve under the Local government (Financial Management) Regulations 1966 Section 27 (g) as at 30 June 2009 is as follows:

Site Monitoring Reserve

Opening Balance	137,999
Transfer to Accumulated Surplus	0
	<u>137,999</u>

OPERATING EXPENSES

The operational expenditure for 2008-09 of \$19,229,445 was an increase of approximately 14% over last year.

The expenditure generally has gone up in line with the higher level of activities during the financial year. The main area of increases are as summarised below, which were offset by a drop in interest cost due to the lower rates of interest:-

• **Amortisation Costs** \$5,786,121

increase is mainly due to the higher cost of excavation.

• **Materials and Contract Costs** \$4,140,780

the higher cost is related to the increase in expenditure in respect of recycling contractors, zero waste plan and monitoring and computing cost (related mainly to the upgrade of the Weighbridge Systems).

• **Employee Costs** \$3,806,073

increased expenditure is mainly due to the higher number of employees in view of increase of activities over the last few years

• **Other Expenses** \$3,140,054

the higher cost is mainly due to the increase in the DEP Levy rate.

The comparison to previous years operating expenses is shown in the table below.

ITEM	\$ per Tonne				
	2008/2009	2007/2008	2006/2007	2005/2006	2004/2005
Direct Operational Costs	24.82	21.38	19.31	18.36	19.49
Transfers to Reserves (Provisions)	0.00	0.00	0.00	2.37	2.42
Amortisation of Excavation Works	13.50	10.28	7.15	3.49	3.42
DEP Landfill Levy	6.30	5.52	4.93	2.90	2.96
Interest on Loans	3.37	3.69	3.34	2.34	0.95
Depreciation	2.40	1.91	2.37	2.24	2.07
Land Lease Fee	1.51	1.42	1.48	0.68	0.49
Total	51.90	44.20	38.58	32.38	31.80

DISPOSAL FEES AND CHARGES

Disposal fees and charges, for 2008/2009, are shown in the table below, as dollars per tonne, unless otherwise indicated.

Item	2008/2009 (includes GST)
1. Member Local Governments	
- General Waste	59.40
- Inert Material	Not applicable
- Greenwaste (uncontaminated)	Not applicable
- Bales	23.83
2. (a) General Entry - General Waste	100.00
Minimum charge for entry to site	
- Utilities, Vans, Trailers, Trucks etc	8.00
- Cars, Station Wagons	8.00
(b) Swill or Semi Liquid Waste	Not accepted
(c) In the event of weighbridge unavailability the following fees shall apply to (a) above	
Non compacted waste	
Trailer 1.8m x 1.2m or less	30.00
Trailer larger than 1.8m x 1.2m per wheel	30.00
Compacted waste	
All vehicles per wheel - truck or trailer	60.00
(d) Asbestos - whole loads	180.00
(e) Unweighed Load (Drive-Aways)	50.00
3. Special Burials (Supervised)	
At the discretion of the Site Controller in addition to the tonnage rates	160.00
4. Controlled waste per tonne	180.00
5. Special Commercial Items	
In lieu of 1 to 4 above the following apply:	
(a) Motor bodies and old machinery each item	25.00
(b) Animal carcasses	
(i) Small domestic animals	8.00
(ii) Large animals (Sheep and cattle etc.)	20.00
(c) Tyres (Maximum disposal 4)	15.00
Per tonne sliced	300.00
(d) Safe sharp containers	
(i) 7 litre or less each	13.00
(ii) Over 7 litres per litre	1.30
(e) Light weight bulk material less 300 kg per cubic metre	30.00
6. Infringement Agency Costs	
(a) Debt Collection Fee	Debt Collection Agency's Costs plus 20% Admin Fee
(b) Dishonoured Cheque Fee	15.00

TONNAGES

The amount of waste received for disposal to landfill at Tamala Park, over the period since commencement of operations, is tabulated below:

Period / Year Ended	Tonnes
25 Feb 1991 - 30 June 1991	32,991
1 July 1991 - 28 June 1992	150,487
29 June 1992 - 27 June 1993	156,024
28 June 1993 - 26 June 1994	151,945
27 June 1994 - 30 June 1995	163,818
1 July 1995 - 30 June 1996	179,006
1 July 1996 - 30 June 1997	186,875
1 July 1997 - 30 June 1998	225,620
1 July 1998 - 30 June 1999	249,114
1 July 1999 - 30 June 2000	336,502
1 July 2000 - 30 June 2001	339,285
1 July 2001 - 30 June 2002	331,576
1 July 2002 - 30 June 2003	319,756
1 July 2003 - 30 June 2004	328,655
1 July 2004 - 30 June 2005	333,437
1 July 2005 - 30 June 2006	349,156
1 July 2006 - 30 June 2007	352,544
1 July 2007 - 30 June 2008	380,189
1 July 2008 - 30 June 2009	370,607
Total	4,937,587

The total tonnes reported in 2008-09 includes 5,756 tonnes diverted at the Resource Recovery Facility (7,868 tonnes of processable waste which was sent to the Resource Recovery Facility during its commissioning period less 2,112 tonnes of bales received at the landfill).

LOCAL GOVERNMENT COMPARISONS

The amount of waste received for disposal to landfill at Tamala Park, by customer, for 2008/2009 in comparison to 2007/2008 is tabulated below:

	2008/2009	2007/2008	Variance	
	Tonnes	Tonnes	Tonnes	%
City of Perth	14,470	15,251	(781)	(5.12)
City of Wanneroo	65,766	70,199	(4,433)	(6.31)
City of Joondalup	63,372	65,267	(1,895)	(2.90)
Town of Cambridge	10,551	11,639	(1,088)	(9.35)
Town of Vincent	14,203	13,824	379	2.74
Town of Victoria Park	12,926	13,613	(687)	(5.05)
City of Stirling	86,447	86,857	(410)	(0.47)
Total Members	267,735	276,650	(8,915)	(3.22)
City of South Perth	14,807	5,306	9,501	179.06
Other Casuals	47,133	65,838	(18,705)	(28.41)
Total Casuals	61,940	71,144	(9,204)	(12.94)
	329,675	347,794	(18,119)	(5.21)
City of Stirling - Inert Bales	22,967	25,703	(2,736)	(10.64)
City of Wanneroo - Inert Bales	17,965	6,692	11,273	168.45
Grand Total	370,607	380,189	(9,582)	(2.52)

PLANT

The status of key items of plant held by Council as at 30 June 2009 is tabulated below:

	REGISTRATION	PURCHASED	
Caterpillar 12G Motorised Grader	9LO775	Nov-99	Second Hand
TANA Compactor 36 Tonne	1CFM425	May-06	New
Water Truck	1AHW218	Aug-98	New
Caterpillar 242 Skid SteerLoader	1CHE149	Jun-06	New
Nissan Navara	1CFN586	Jun-06	New
Nissan 4WD - Fire Fighting Vehicle	1BLL079	Oct-03	Second Hand
Nissan Patrol	1CFN592	May-06	New
Hitachi Articulated Dump Truck		Jan-05	New
Hino Bin Truck	1BTN433	Sep-04	New
Nissan Navara DX Dual Cab	1CJC957	Oct-06	New
Caterpillar Multi Terrain Loader	1CUI247	Mar-08	New
Ford Falcon GE	1CVR980	Jun-08	New
Ford Territory	1CRM552	Dec-07	New
Caterpillar 966H Loader	1CVT009	Jun-08	New
Caterpillar 996H Loader	1CVT010	Jun-08	New
Caterpillar 2.5T Diesel Forklift	T18C53121	Sep-08	New
Generator		Dec-08	New
Hino 2008 Bin Truck	1CZT036	Dec-08	New
Bomag Refuse Compactor		May-09	New

STATEMENT BY THE CHIEF EXECUTIVE OFFICER

The attached Financial Statements, including supporting notes and information, of Mindarie Regional Council for the financial year ended 30 June 2009 are in my opinion properly drawn up to present fairly the financial position of the Mindarie Regional Council at 30 June 2009 and the results of its operations for the financial year then ended in accordance with Australian Accounting Standards and in compliance with the provisions of the Local Government Act 1995 and the regulations under that Act.

Signed on the day of

Kevin F Poynton
Chief Executive Officer

Independent audit report to the members of Mindarie Regional Council

Insert page 1

MINDARIE REGIONAL COUNCIL

Statement of Comprehensive Income by Nature and Type

for the year ended 30 June 2009

	Notes	ACTUAL 2008/2009 \$	BUDGET 2008/2009 \$	ACTUAL 2007/2008 \$
Revenue from Ordinary Activities				
Grants and Subsidies	27	105,345	73,000	208,789
Contributions, Reimbursements and Donations		503,786	220,400	173,175
Fees and Charges	26	21,203,710	20,161,500	19,834,880
Gas Generation Services	2 (a)	851,406	450,000	580,153
Interest Earnings	2 (a)	696,927	544,100	696,239
Other Revenue	2 (a)	11,656	10,200	16,567
Total Operating Income		23,372,830	21,459,200	21,509,803
Operating Expenses				
Employee Costs		(3,806,073)	(3,746,540)	(3,391,694)
Materials and Contracts		(4,140,780)	(3,945,450)	(3,658,257)
Utilities		(95,763)	(101,600)	(78,884)
Depreciation	2 (a)	(890,903)	(1,196,777)	(725,057)
Borrowing Cost Expenses	2 (a)	(1,247,265)	(1,506,400)	(1,402,544)
Insurance		(122,486)	(127,900)	(112,847)
Amortisation	2 (a)	(5,786,121)	(4,837,500)	(4,555,813)
Other Expenses		(3,140,054)	(3,322,000)	(2,878,758)
Total Operating Expenses		(19,229,445)	(18,784,167)	(16,803,854)
Sub Total		4,143,385	2,675,033	4,705,949
Transfer to Investing Activities				
Profit on Sale of Assets		7,000	7,948	260,006
Loss on Sale of Assets		(25,914)	0	(10,730)
		(18,914)	7,948	249,276
NET RESULT		4,124,471	2,682,981	4,955,225

This statement is to be read in conjunction with the accompanying notes.

MINDARIE REGIONAL COUNCIL
Statement of Comprehensive Income by Program
 for the year ended 30 June 2009

	ACTUAL 2008/2009 \$	BUDGET 2008/2009 \$	ACTUAL 2007/2008 \$
Operating Revenues (Refer Notes 1,2)			
Community Amenities	23,372,830	21,459,200	21,509,803
Total Operating Revenues	<u>23,372,830</u>	<u>21,459,200</u>	<u>21,509,803</u>
Operating Expenses (Refer Notes 1,2)			
Governance	(119,871)	(101,200)	(772,800)
Community Amenities	(16,853,263)	(15,984,767)	(13,958,810)
Other Property and Services	(1,009,046)	(1,191,800)	(669,700)
Total Operating Expenses	<u>(17,982,180)</u>	<u>(17,277,767)</u>	<u>(15,401,310)</u>
Profit on Sale of Assets			
Community Amenities	7,000	7,948	260,006
Total Profit on Sale	<u>7,000</u>	<u>7,948</u>	<u>260,006</u>
Loss on Sale of Assets			
Community Amenities	(25,914)	(0)	(10,730)
Total Loss on Sale	<u>(25,914)</u>	<u>(0)</u>	<u>(10,730)</u>
Borrowing Costs Expense (Refer Notes 2,24)			
Community Amenities	(1,247,265)	(1,506,400)	(1,402,544)
Total Borrowing Costs Expense	<u>(1,247,265)</u>	<u>(1,506,400)</u>	<u>(1,402,544)</u>
NET RESULT	<u><u>4,124,471</u></u>	<u><u>2,682,981</u></u>	<u><u>4,955,225</u></u>

This statement is to be read in conjunction with the accompanying notes.

Statement of Financial Position

as at 30 June 2009

		ACTUAL 2008/2009 \$	ACTUAL 2007/2008 \$
CURRENT ASSETS			
Cash and Other Equivalents	3	11,459,868	12,443,104
Trade and Other Receivables	4	2,063,222	2,348,883
Inventories	5	8,927	15,871
Other Current Assets	6	634,812	399,493
TOTAL CURRENT ASSETS		14,166,829	15,207,351
NON-CURRENT ASSETS			
Property Plant and Equipment	7	8,252,022	6,609,219
Infrastructure	8	466,273	507,583
Excavation Work	9	19,696,294	18,440,193
Resource Recovery Facility	10	10,308,143	5,622,873
Rehabilitation Asset	11	2,320,719	2,832,719
TOTAL NON-CURRENT ASSETS		41,043,451	34,012,587
TOTAL ASSETS		55,210,280	49,219,938
CURRENT LIABILITIES			
Trade and Other Payables	12	3,267,655	2,719,381
Provisions	14	488,626	425,633
Borrowings	13	2,432,725	2,306,206
TOTAL CURRENT LIABILITIES		6,189,006	5,451,220
NON CURRENT LIABILITIES			
Provisions	14	118,217	67,443
Borrowings	13	19,501,151	18,872,976
Rehabilitation Provision	14	4,803,891	4,531,891
TOTAL NON CURRENT LIABILITIES		24,423,259	23,472,310
TOTAL LIABILITIES		30,612,265	28,923,530
NET ASSETS		24,598,015	20,296,408
EQUITY			
Retained Surplus		22,315,105	18,190,634
Reserve	15	137,999	137,999
Council Contribution	17	2,144,911	1,967,775
TOTAL EQUITY		24,598,015	20,296,408

This statement is to be read in conjunction with the accompanying notes.

MINDARIE REGIONAL COUNCIL
Statement of Changes in Equity

for the year ended 30 June 2009

	Note	ACTUAL 2008/2009	ACTUAL 2007/2008
		\$	\$
RETAINED SURPLUS			
Balance as at 1 July		18,190,634	13,235,409
Change in Net Assets Resulting from Operations		4,124,471	4,955,225
Balance as at 30 June		<u>22,315,105</u>	<u>18,190,634</u>
RESERVES - CASHED / INVESTMENTS BACKED			
Balance as at 1 July		137,999	138,029
Transfer (to)/from Reserves		0	(30)
Balance as at 30 June	15	<u>137,999</u>	<u>137,999</u>
CAPITAL CONTRIBUTION CONSTITUENT COUNCILS			
Balance as at 1 July		1,967,775	1,816,303
Capital Contribution from Constituent Councils		177,136	151,472
Balance as at 30 June		<u>2,144,911</u>	<u>1,967,775</u>
TOTAL EQUITY		<u><u>24,598,015</u></u>	<u><u>20,296,408</u></u>

This statement is to be read in conjunction with the accompanying notes.

MINDARIE REGIONAL COUNCIL
Statement of Cash Flows

for the year ended 30 June 2009

	Note	ACTUAL 2008/2009 \$	BUDGET 2008/2009 \$	ACTUAL 2007/2008 \$
Cash Flows From Operating Activities				
Receipts				
Grants and Subsidies		211,070	73,000	64,952
Contributions, Reimbursements and Donations		295,971	220,400	618,501
Service Charges		936,547	0	580,153
Fees and Charges		23,637,243	20,611,500	22,416,118
Interest Earnings		803,671	544,100	559,312
Goods and Services Tax		1,752,191	0	1,811,007
Other Revenue		26,577	10,200	6,108
		27,663,270	21,459,200	26,056,152
Payments				
Employee Costs		(3,791,185)	(3,558,740)	(3,133,552)
Materials and Contracts		(5,262,783)	(4,096,450)	(4,119,013)
Utilities		(103,201)	(101,600)	(296,994)
Interest Expenses		(1,271,176)	(1,506,400)	(1,396,719)
Insurance		(148,466)	(127,900)	(111,361)
Goods and Services Tax		(2,247,020)	0	(2,544,468)
Other Expenditure		(2,771,817)	(3,171,000)	(2,822,836)
		(15,595,648)	(12,562,090)	(14,424,944)
Net Cash Provided by Operating Activities	18(b)	12,067,622	8,897,110	11,631,208
Cash Flows from Investing Activities				
Payments for Purchase of Property, Plant and Equipment		(3,746,991)	(15,393,300)	(647,340)
Payments for Construction of Infrastructure		(44,050)	(1,623,600)	(46,216)
Council Contributions		85,809	177,136	0
Payments for Excavation Works and Resource Recovery Facility Costs		(10,237,320)	(9,250,000)	(4,555,303)
Proceeds from Sale of Plant and Equipment	22	137,000	257,000	325,045
		(13,805,552)	(25,832,764)	(4,923,814)
Cash Flows from Financing Activities				
Repayment of Loans	24	(2,245,306)	(2,245,306)	(4,480,195)
Proceeds from New Loans	24	3,000,000	14,380,000	1,429,597
		754,694	12,134,694	(3,050,598)
Net Increase / (Decrease) in Cash and Cash Equivalents Held		(983,236)	(4,800,960)	3,656,796
Cash and Cash Equivalents at Beginning of Year		12,443,104	12,443,104	8,786,308
Cash and Cash Equivalents at End of Year		11,459,868	7,642,144	12,443,104

This statement is to be read in conjunction with the accompanying notes.

Statement of Financial Activity

for the year ended 30 June 2009

	Note	ACTUAL 2008/2009 \$	BUDGET 2008/2009 \$
Revenues			
Grants and Subsidies		105,345	73,000
Contributions, Reimbursements and Donations		503,786	220,400
Fees and Charges - non member and casuals		5,851,032	4,265,900
Gas Generation Services		851,406	450,000
Interest Earnings		696,927	544,100
Other Revenue		11,656	10,200
Profit on Disposal of Assets		7,000	7,948
Total Revenues		8,027,152	5,571,548
Expenses			
Employee Costs		(3,806,073)	(3,746,540)
Materials and Contracts		(4,140,780)	(3,945,450)
Utilities		(95,763)	(101,600)
Depreciation		(890,903)	(1,196,777)
Borrowing Cost Expenses		(1,247,265)	(1,506,400)
Insurance		(122,486)	(127,900)
Amortisation		(5,786,121)	(4,837,500)
Other Expenses		(3,140,054)	(3,322,000)
Loss on Disposal of Assets		(25,914)	0
		(19,255,359)	(18,784,167)
Adjustment for Non-Cash Operating			
Profit/(Loss) on Disposal of Assets		18,914	(7,948)
Movement in Accrued Expenses		955,207	0
Movement in Accrued Interest		(24,396)	0
Movement in Accrued Salaries and Wages		(111,057)	0
Movement in Employee Benefit Provisions		113,767	0
Movement in Prepayments		(34,484)	0
Movement in pre-operating expenses for Resource Recovery Facility		39,049	0
Movement in Accrued Income		(200,835)	0
Movement in Trade Creditors relating to investing activities		397,510	0
Movement in Capital Council Contributions		177,136	0
Council Contributions relating to investing activities		(85,809)	0
Depreciation of Assets		890,903	1,196,777
Amortisation		5,786,121	4,837,500
Total Operating less non cash adjustments		(3,306,181)	(7,186,290)
Capital Expenditures			
Payments for Purchase of Property, Plant & Equipment		(3,746,991)	(15,393,300)
Payments for Construction of Infrastructure		(44,050)	(1,623,600)
Payments for Excavation Works and Resource Recovery Facility Costs		(10,237,320)	(9,250,000)
		(14,028,361)	(26,266,900)
Funding Sources			
Repayments of Loans	24	(2,245,306)	(2,245,306)
Proceeds from Loans	24	3,000,000	14,380,000
Proceeds from Sale of Plant and Equipment	22	137,000	257,000
Council Contributions		85,809	177,136
		977,503	12,568,830
Total Capital Expenditures and Revenue		(16,357,039)	(20,884,360)
ADD: Estimated Surplus/(Deficit) July 1 B/Fwd	25	12,755,353	11,639,210
LESS: Estimated Surplus/(Deficit) June 30 C/Fwd	25	11,750,992	6,650,450
		1,004,361	4,988,760
User Charges - Member Councils	25	(15,352,678)	(15,895,600)

This statement is to be read in conjunction with the accompanying notes.

MINDARIE REGIONAL COUNCIL
Notes to and forming part of the Financial Statements
for the year ended 30 June 2009

1. SIGNIFICANT ACCOUNTING POLICIES

Accounting policies are selected and applied in a manner which ensures that the resulting financial information satisfies the concepts of relevance and reliability, thereby ensuring that the substance of the underlying transactions or other events is reported.

The following significant accounting policies have been adopted in the preparation and presentation of this financial report:

(a) Basis of Preparation

The financial report is a general purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments), other mandatory professional reporting requirements, the Local Government Act 1995 and accompanying regulations. The report has also been prepared on an accrual basis under the convention of historical cost accounting.

The financial report has been prepared on the basis of historical cost and except where stated, does not take into account changing money values or current valuations of non-current assets. Cost is based on the fair values of the consideration given in exchange for assets.

Compliance with IFRSs

International Financial Reporting Standards ("IFRSs") form the basis of Australian Accounting Standards adopted by the AASB, being AIFRSs. The financial report of the Mindarie Regional Council complies with IFRSs and interpretations adopted by the International Accounting Standards Board except as follows:

- AIFRSs include specific provisions relating to not-for-profit entities. These are not included in IFRSs.
- Australian Accounting Standard AAS 27 Financial Reporting by Local Governments also applies and there is no equivalent standard in IFRSs

The principle areas of non compliance with IFRS include:

- the recognition of non-reciprocal revenue; and
- the definition of value in use for the purposes of estimating the recoverable amount of impaired assets.

Australian Accounting Standards and Interpretations that have been issued or amended but are not yet effective have not been adopted by the Council for the annual reporting period ended 30 June 2009.

Council is of the view the new standards or amendments will have no direct impact on the amounts included in the financial report although the change may impact upon the way in which some financial information is disclosed.

Critical Accounting Estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

The calculation of amortisation on the excavation assets is based on specific estimates and judgements on the total capital costs and capacity of the landfill. The amortisation rate charged is reviewed regularly and is based upon a standard engineering cost per cubic metre of landfill. The amortisation expense is arrived at by applying the amortisation rate to the actual tonnages sent to landfill during the financial year.

(b) The Local Government Reporting Entity

All funds through which the Council controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

The financial statements are prepared on the basis of a single consolidated fund (Municipal Fund).

MINDARIE REGIONAL COUNCIL
Notes to and forming part of the Financial Statements
for the year ended 30 June 2009

(c) Goods and Services Tax

In accordance with recommended practice revenues, expenses and assets capitalised are recognised net of any goods and services tax (GST) recoverable. Receivables and payables in the Balance Sheet are stated inclusive of GST. Cash flows are included in the statement of cash flows on a gross basis. The GST component of cash flows arising from investing and financing activities which is recoverable from, or payable to, the taxation authority is classified as operating cash flows.

(d) Cash and Cash Equivalents

Cash and Cash Equivalents in the balance sheet comprise cash at bank and in hand and short term deposits with an original maturity of three months or less that are readily convertible to known amounts of cash and which are subject to any insignificant risk of changes in value.

For the purposes of the Cash Flow Statement, cash and cash equivalents consist of cash and cash equivalents as defined above, net of outstanding bank overdrafts.

(e) Receivables

Trade receivables and other receivables are recorded at amounts due less any allowance for doubtful debts.

Collectibility of trade receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

(f) Inventories

Inventories are valued at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion.

(g) Acquisition of Assets

Assets acquired are recorded at the cost of acquisition, being the purchase consideration determined as at the date of acquisition plus costs incidental to the acquisition.

In the event that settlement of all or part of the cash consideration given in the acquisition of an asset is deferred, the fair value of the purchase consideration is determined by discounting the amounts payable in the future to their present value as at the date of acquisition.

(h) Plant and Equipment, Excavation Work and Resource Recovery Facility

Property, Plant and Equipment, Infrastructure, Excavation Work and Resource Recovery Facility assets are brought to account at cost less, where applicable, any accumulated depreciation, amortisation or impairment losses.

Fixed Assets are written down to recoverable amount where the carrying value of any fixed asset exceeds recoverable amount. In determining the recoverable amount of fixed assets, the expected net cash flows have been discounted to their present value.

(i) Depreciation

Depreciation is provided on property, plant and equipment, including buildings but excluding freehold land. All non-current assets having a limited useful life are separately and systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Depreciation is calculated on a straight line basis, using rates which are reviewed each reporting period. The following estimated useful lives are used in the calculation of depreciation:

Buildings	20 years
Plant and Equipment	6 2/3 years
Furniture and Fittings	5 years
Roads, Landscaping, Fences, Walls and Security Lighting	20 years

MINDARIE REGIONAL COUNCIL
Notes to and forming part of the Financial Statements
for the year ended 30 June 2009

(j) Leased Assets

The council has no leased assets classified as finance leases.

Operating lease payments are recognised as an expense on a basis which reflects the pattern in which economic benefits from the leased asset are consumed.

(k) Investments and Other Financial Assets

All investments are cash and cash equivalents that are valued at cost and interest on those investments is recognised when it accrues. The Council has no non-cash investments.

(l) Impairment

In accordance with Australian Accounting Standards the Council's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication that they may be impaired.

For non-cash generating assets such as roads, public buildings and the like, value in use is represented by the depreciated replacement cost of the asset.

No assets are considered impaired as at the reporting date.

(m) Accounts Payable

Trade payables and other accounts payable are recognised when the council becomes obliged to make future payments resulting from the purchase of goods and services. The amounts are unsecured and are usually paid within 30 days of recognition.

(n) Employee Benefits

A provision is made for benefits accruing to employees in respect of wages and salaries, annual leave, long service leave, and sick leave when it is probable that settlement will be required and they are capable of being measured reliably. Under the Mindarie Regional Council Union Collective Workplace Agreement of 2008 employees are paid on termination an amount for unused sick leave based on a graduated entitlement defined in the agreement.

(i) Wages, salaries, annual leave, sick leave and other employee benefits (short term benefits)

The provision for employees' benefits made in respect of wages and salaries, annual leave, sick leave, and other employee benefits expected to be settled within 12 months represents the amount that the Council has present obligation to pay resulting from employees' services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Council expects to pay and includes related on-costs.

(ii) Long service leave (Long term benefits)

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of the services provided by employees up to the reporting date. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yield at the reporting date on national government bonds with terms to maturity and currency that match closely as possible, the estimated future cash outflows. Where Council does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

(o) Interest bearing Loans and Borrowings

All loans and borrowings are recognised at the fair value of the consideration received less directly attributable transaction costs.

After initial recognition, interest bearing loans and borrowings are subsequently measured using their applicable repayment schedules. Fees paid on the establishment of loan facilities are recognised in the income statement.

Borrowings are classified as non-current liabilities with repayments due in the 12 months after balance date recognised as current liabilities.

Borrowing Costs are recognised as an expense when incurred, except where they are directly attributable to the acquisition, construction or production of a qualifying asset and the commencement date for capitalisation is after 1 January 2009. Where this is the case, they are capitalised as part of the cost of the particular asset.

MINDARIE REGIONAL COUNCIL
Notes to and forming part of the Financial Statements
for the year ended 30 June 2009

(p) Superannuation

In line with Superannuation Guarantee Statutory requirements, the Council contributes a mandatory 9% contribution of the normal salary of employees, for qualifying employees, to the employees nominated superannuation fund. In addition to this, Council matches contributions made by employees to these nominated superannuation funds of up to 7%.

(q) Provisions

Provisions are recognised when the Council has a present obligation as a result of past events, it is more likely than not that an outflow of resources will be required to settle the obligation, and the amount of the provision can be measured reliably.

Where there are a number of similar obligations, the likelihood that any outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of any outflow with respect to any one item included in the same class of obligation may be small.

When some or all of the economic benefits required to settle a provision are expected to be recovered from a third party, the receivable is recognised as an asset if it is probable that recovery will be received and the amount of the receivable can be measured reliably.

A provision is recognised for distributions to members when they have been determined by the Council.

(r) Restoration, Rehabilitation and Monitoring Costs

The Council complies with the full provision method of accounting for restoration, rehabilitation and site monitoring costs. Charges are made to expenses based on the estimated costs of restoring, rehabilitating and monitoring the Tamala Park site. The rate charged is reviewed annually and is based upon a standard engineering cost per cubic metre of landfill, and the latest resources calculation. Engineering rates differ according to the nature of the obligation to provide the service.

(s) Future Capping Expenditure □

The liability for estimated future capping expenditure is provided under Rehabilitation Provision on a phase by phase basis and discounted to the present value with the unwinding of the discount being charged to the Operating Statement under finance costs within the amortisation charge. The discounted present value of the future capping expenditure is also capitalised as part of the Rehabilitation Asset and is amortised on a straight line basis. Changes in estimates are recognised prospectively with corresponding adjustments to the provision and associated costs.

(t) Revenue Recognition

Waste Service Charge

Revenue from waste services is recognised on receipt of waste.

Disposal of Assets

Revenue from the disposal of assets is recognised when the Council has passed control of the goods or other assets to the buyer.

Rendering of Services

Revenue from a contract to provide services is recognised by reference to the stage of completion of the contract.

Gas Generation Services

Revenue from the generation of gas services is recognised on an accrual basis. Proceeds on sale of Renewable Energy Certificates (REC's) are only recognised when the REC's are sold.

Interest income

Interest income is recognised on an accrual basis.

Contributions of Assets

Grants, donations and other contributions are recognised as revenues when the Council obtains control over the assets comprising the contributions.

Where conditional contributions are received in advance and therefore recognised as revenues in that accounting period and the conditions on which those funds are to be expended are undischarged at the reporting date, the nature of the amounts pertaining to those undischarged conditions are disclosed in notes to the financial statements.

MINDARIE REGIONAL COUNCIL
Notes to and forming part of the Financial Statements
for the year ended 30 June 2009

Contributions received in advance and subject to undischarged conditions are classified as "Restricted Assets" and reported separately in the notes accompanying the financial statements. These notes also disclose the amount of the contributions recognised as revenues in a previous reporting period that were obtained in respect of the Council's operations for the current reporting period.

(u) Fair Value

All assets and liabilities recognised in the balance sheet, whether they are carried at cost or at fair value, are recognised at amounts that represent a reasonable approximation of fair values unless otherwise stated in the applicable notes.

The aggregate fair value and carrying amounts of financial assets and financial liabilities are disclosed in the balance sheet and in the notes to and forming part of the financial report.

The nominal value less estimated credit adjustments of trade receivable and payables are assumed to approximate their fair values. The fair values of financial liabilities for disclosure purposes is estimated by discounting the future contractual cash flows at the current market interest rate that is available to the Council for similar financial instruments.

(v) Comparative and Rounding Off Figures

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year. All figures shown in this annual financial report, other than a rate in the dollar, are rounded to the nearest dollar.

(w) Current and Non-Current Classification

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as long service leave, the liability is classified as current even if not expected to be settled within the next 12 months.

(x) Approval of Annual Report and Financial Statements

The Council approved the 2008-09 Annual Report and Financial Statements at their meeting of 10 December 2009.

(y) Budget Comparative Figures

Unless otherwise stated, the budget comparative figures shown in this annual financial report relate to the original budget estimate for the relevant item of disclosure.

for the year ended 30 June 2009

	ACTUAL 2008/2009	ACTUAL 2007/2008	
2. REVENUES AND EXPENSES	\$	\$	
2 (a) Results from Operating Activities			
The result from operating activities includes:			
2 (i) Charging as Expenses			
Amortisation			
Excavation Works	5,002,121	3,906,813	
Finance Charge - decommissioning provision	272,000	206,000	
Decommissioning Asset	512,000	443,000	
	<u>5,786,121</u>	<u>4,555,813</u>	
Auditors Remuneration			
Financial Audit	<u>26,250</u>	<u>25,000</u>	
Operational Audits	<u>0</u>	<u>10,500</u>	
The operational audit for 2008-09 was conducted using internal resources.			
Depreciation			
Land and Buildings	154,435	124,708	
Furniture and Equipment	90,722	48,272	
Plant and Machinery	580,232	495,174	
Infrastructure	65,514	56,903	
	<u>890,903</u>	<u>725,057</u>	
Borrowing Cost Expenses			
Interest Expenses Loans (refer note 24)	1,179,765	1,339,294	
Loan Expenses (refer note 24)	67,500	63,250	
	<u>1,247,265</u>	<u>1,402,544</u>	
2(ii) Crediting as Revenues:	ACTUAL 2008/2009	BUDGET 2008/2009	ACTUAL 2007/2008
	\$	\$	\$
Interest Earnings			
Investments - Other Funds	<u>696,927</u>	<u>544,100</u>	<u>696,239</u>
Gas Generation Services			
- Gas Sales	<u>851,406</u>	<u>450,000</u>	<u>580,153</u>
Other Revenue			
- Other Revenue	<u>11,656</u>	<u>10,200</u>	<u>16,567</u>

(b) Statement of Objective

In order to discharge its responsibilities to the community, the Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis, reflected by the Council's Mission Statement, and for each of its broad activities (programs).

MISSION STATEMENT

To provide effective, cost efficient and environmentally sound waste and other resource managements services for the benefit of the region.

The Council is dedicated to providing high quality services to the community through its operations which encompass the following service orientated activities:

GOVERNANCE

Objective - To provide a decision making process for the efficient allocation of scarce resources.

Activities - Administration and operation of facilities and services to Member Councils; Other costs that relate to the tasks of assisting elected members and customers on matters which do not concern specific Council Services.

COMMUNITY AMENITIES

Objective - To provide services required by the Community.

Activities - The operation of Waste Facilities.

MINDARIE REGIONAL COUNCIL
 Notes to and forming part of the Financial Statements
 for the year ended 30 June 2009

	ACTUAL 2008/2009 \$	ACTUAL 2007/2008 \$
3 CASH AND CASH EQUIVALENTS		
Unrestricted	11,321,869	12,305,105
Restricted	137,999	137,999
	<u>11,459,868</u>	<u>12,443,104</u>
<p>The following restrictions have been imposed by regulations or other externally imposed requirements:</p>		
Site Rehabilitation Reserve	<u>137,999</u>	<u>137,999</u>
4 TRADE AND OTHER RECEIVABLES		
Trade Receivables	1,993,800	2,348,883
Less Provision for Doubtful Debts	(989)	0
	<u>1,992,811</u>	<u>2,348,883</u>
Goods and Services Tax Receivable	70,411	0
	<u>2,063,222</u>	<u>2,348,883</u>
5 INVENTORIES		
Fuel	<u>8,927</u>	<u>15,871</u>
6 OTHER CURRENT ASSETS		
Prepaid Expenses	252,463	257,028
Accrued Income	343,300	142,465
Others - Pre-operating expenses	39,049	0
	<u>634,812</u>	<u>399,493</u>

MINDARIE REGIONAL COUNCIL
Notes to and forming part of the Financial Statements

for the year ended 30 June 2009

	ACTUAL 2008/2009 \$	ACTUAL 2007/2008 \$
7 PROPERTY, PLANT AND EQUIPMENT		
Land and Buildings - Cost	5,943,031	5,323,399
Less Accumulated Depreciation	<u>(1,530,668)</u>	<u>(1,376,233)</u>
	4,412,363	3,947,166
Furniture and Fittings - Cost	736,893	591,724
Less Accumulated Depreciation	<u>(459,360)</u>	<u>(368,638)</u>
	277,533	223,086
Plant and Equipment	5,472,655	4,328,850
Less Accumulated Depreciation	<u>(1,910,529)</u>	<u>(1,889,883)</u>
	3,562,126	2,438,967
	8,252,022	6,609,219

Effective from 1 July 2004, Council deemed the carrying amount of land and buildings to be their cost.

Movements in Carrying Amounts

Movement in the carrying amounts of each class of property, plant and equipment between the beginning and the end of the current financial year.

	Land & Buildings	Furniture & Fittings	Plant & Equipment	Total
Balance at the beginning of the year	3,947,166	223,086	2,438,967	6,609,219
Additions	619,632	145,169	1,859,305	2,624,106
Disposals - cost	0	0	(715,500)	(715,500)
Depreciation Disposal	0	0	559,586	559,586
Depreciation expense	<u>(154,435)</u>	<u>(90,722)</u>	<u>(580,232)</u>	<u>(825,389)</u>
Carrying amount at the end of year	4,412,363	277,533	3,562,126	8,252,022

for the year ended 30 June 2009

	ACTUAL 2008/2009	ACTUAL 2007/2008
	\$	\$
8 INFRASTRUCTURE		
Infrastructure	1,330,177	1,305,973
Less Accumulated Depreciation	(863,904)	(798,390)
	<u>466,273</u>	<u>507,583</u>

Effective from 1 July 2004, Council deemed the carrying amount of all infrastructure assets to be their cost.

Movements in Carrying Amounts

Movement in the carrying amounts of each class of Infrastructure between the beginning and the end of the current financial year.

	ACTUAL 2008/2009		
	\$		
	Landscaping	Other Infrastructure	Total
Balance at the beginning of the year	188,353	319,230	507,583
Additions	0	24,204	24,204
Depreciation expense	(17,817)	(47,697)	(65,514)
Carrying amount at the end of year	<u>170,536</u>	<u>295,737</u>	<u>466,273</u>

	ACTUAL 2008/2009	ACTUAL 2007/2008
	\$	\$
9 EXCAVATION WORK		
Excavation Works - Complete	23,831,511	23,831,511
Less Amortisation	(13,745,305)	(8,743,184)
	10,086,206	15,088,327
Excavation Works - In Progress	9,610,088	3,351,866
	<u>19,696,294</u>	<u>18,440,193</u>

Movements in Carrying Amounts

Movement in the carrying amounts of each class of Excavation between the beginning and the end of the current financial year.

	ACTUAL 2008/2009	
	\$	
	Excavation Stage 2	Total
Balance at the beginning of the year	18,440,193	18,440,193
Additions	6,258,222	6,258,222
Amortisation	(5,002,121)	(5,002,121)
Carrying amount at the end of year	<u>19,696,294</u>	<u>19,696,294</u>

for the year ended 30 June 2009

	ACTUAL 2008/2009 \$	ACTUAL 2007/2008 \$
10 RESOURCE RECOVERY FACILITY		
Resource Recovery Facility	8,215,143	5,622,873
Pre-operating expenses relating to commissioning period	2,093,000	0
	<u>10,308,143</u>	<u>5,622,873</u>

The Resource Recovery Facility was commissioned on 16 July 09.

Movements in Carrying Amounts

Movement in the carrying amounts of each class of Resource Recovery Facility between the beginning and the end of the current financial year.

	ACTUAL 2008/2009 \$
	Resource Recovery Facility Total
Balance at the beginning of the year	5,622,873
Additions	2,592,270
	8,215,143
Pre-operating expenses relating to commissioning period	2,093,000
Carrying amount at the end of year	<u>10,308,143</u>

	ACTUAL 2008/2009 \$	ACTUAL 2007/2008 \$
11 REHABILITATION ASSET		
Decommissioning Asset for Capping Stage 2	4,041,821	4,041,821
Less Amortisation	(1,721,102)	(1,209,102)
	<u>2,320,719</u>	<u>2,832,719</u>

Movements in Carrying Amounts

Movement in the carrying amounts of each class of Rehabilitation Assets between the beginning and the end of the current financial year.

				ACTUAL 2008/2009 \$
	Stage 2 Phase 1	Stage 2 Phase 2 (East)	Stage 2 Phase 2 (West)	Total
Balance at the beginning of the year	1,149,201	786,518	897,000	2,832,719
Amortisation	(383,000)	(60,000)	(69,000)	(512,000)
Carrying amount at the end of year	<u>766,201</u>	<u>726,518</u>	<u>828,000</u>	<u>2,320,719</u>

for the year ended 30 June 2009

	ACTUAL 2008/2009 \$	ACTUAL 2007/2008 \$
12 TRADE AND OTHER PAYABLES		
Current		
Sundry Creditors	1,643,026	1,894,822
Accrued Expenses	1,529,129	598,318
Accrued Salaries and Wages	95,500	206,557
Goods and Services tax Payable	0	19,684
	<u>3,267,655</u>	<u>2,719,381</u>
13 LONG-TERM BORROWINGS		
Current		
Loan Principal	2,432,725	2,306,206
Non-Current		
Loan Principal	19,501,151	18,872,976
	<u>21,933,876</u>	<u>21,179,182</u>
14 PROVISIONS		
Current		
Provision for Annual Leave and Sick Leave	312,043	291,906
Provision for Long Service Leave	176,583	133,727
	<u>488,626</u>	<u>425,633</u>
Non Current		
Provision for Long Service Leave	118,217	67,443
	<u>118,217</u>	<u>67,443</u>
	<u>606,843</u>	<u>493,076</u>
Rehabilitation Provision		
Decommissioning Provision for Capping Stage 2 Phase 1	2,901,373	2,737,373
Decommissioning Provision for Capping Stage 2 Phase 2 (East)	951,518	897,518
Decommissioning Provision for Capping Stage 2 Phase 2 (West)	951,000	897,000
	<u>4,803,891</u>	<u>4,531,891</u>

for the year ended 30 June 2009

15 RESERVES - CASH / INVESTMENT BACKED

	ACTUAL 2008/2009	BUDGET 2008/2009	ACTUAL 2007/2008
Site Rehabilitation Reserve	\$	\$	\$
Opening Balance	137,999	137,999	138,029
Transfer from Reserve	0	0	(30)
TOTAL CASH BACKED RESERVE	137,999	137,999	137,999

All of the reserve accounts are supported by money held in financial institutions and match the amount shown as restricted cash in Note 3 to the financial report.

In accordance with council resolutions in relation to each reserve account, the purpose for which the funds are set aside are as follows :

Site Rehabilitation Reserve - to be used to fund the rehabilitation following the closure of the landfill and is expected to be utilised in the future years.

16 RESERVES - ASSET REVALUATION

Council recognises all assets at cost and no revaluation is undertaken.

17 CAPITAL CONTRIBUTION BY CONSTITUENT COUNCILS

	ACTUAL 2008/2009	ACTUAL 2007/2008
	\$	\$
City of Joondalup	357,485	327,963
City of Wanneroo	357,485	327,963
City of Stirling	714,970	655,925
City of Perth	288,551	273,790
Town of Vincent	142,140	127,378
Town of Cambridge	142,140	127,378
Town of Victoria Park	142,140	127,378
	2,144,911	1,967,775

for the year ended 30 June 2009

18 NOTES TO THE CASH FLOW STATEMENT

18(a) Reconciliation of Cash

For the purpose of the statement of cash flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Cash at the end of the reporting period is reconciled to the related items in the Balance Sheet as follows:

	ACTUAL 2008/2009	BUDGET 2008/2009	ACTUAL 2007/2008
	\$	\$	\$
Cash and Cash Equivalents	11,459,868	7,642,144	12,443,104

18(b) Reconciliation of Net Cash Provided By Operating Activities to Net Result

Change in Net Assets Resulting from Operations	4,124,471	2,682,981	4,955,225
Depreciation	890,903	1,196,777	725,057
Excavation Amortised	5,002,121	4,837,500	3,906,813
Amortisation and finance charges for capping provisions	784,000	0	649,000
(Profit) / Loss on Sale of Asset	18,914	(7,948)	(249,276)
(Increase) / Decrease in Receivables	285,660	0	961,395
(Increase) / Decrease in Inventories	6,944	0	(4,998)
(Increase) / Decrease in Prepayments and Accrued Income	(235,318)	0	(132,082)
Pre-operating expenses relating to investing activities	39,049	0	0
Increase / (Decrease) in Payables	548,274	0	1,599,406
Adjustment for payables relating to investing activities	397,510	0	(1,062,423)
Increase / (Decrease) in Employee Provisions	113,767	0	131,649
Increase / (Decrease) in Other Provisions	0	187,800	0
Council Contributions relating to investing activities	(85,809)		
Increase / (Decrease) in Capital Council Contributions	177,136	0	151,472
Transfer to/(from) Reserves	0	0	(30)
Net Cash from Operating Activities	12,067,622	8,897,110	11,631,208

Undrawn Borrowing Facilities Credit Stand-by

18(c) Arrangements

Bank Overdraft limit	1,000,000	1,000,000
Bank Overdraft at Balance Date	0	0
Credit Card Limit	125,000	125,000
Credit Card at Balance Date	(1,999)	(320)
Total Amount of Credit Unused	1,123,001	1,124,680

Loan Facilities

Loan Facilities - Current	2,432,725	2,306,206
Loan Facilities - Non Current	19,501,151	18,872,976
Loan Facilities in use at Balance Date	21,933,876	21,179,182
Unused Loan Facilities at Balance Date	0	3,000,000

MINDARIE REGIONAL COUNCIL
Notes to and forming part of the Financial Statements

for the year ended 30 June 2009

19 CONTINGENT LIABILITIES

A claim has been made against Mindarie Regional Council by the contractor for the lining work in relation to the landfill under Stage 2 Phase 2, West. The management and the Council members are of the view that the Council has reasonable prospects of defending the Claim.

20 CAPITAL AND LEASING COMMITMENTS	ACTUAL 2008/2009	ACTUAL 2007/2008
(a) Operating Lease Commitments	\$	\$
The operating lease relates to the lease of the land at Tamala Park but is not capitalised in the accounts payable:		
- not later than one year	569,032	548,729
- later than one year but not later than five years	2,276,129	2,194,917
- later than five years	10,242,582	10,425,858
	<u>13,087,743</u>	<u>13,169,504</u>

MINDARIE REGIONAL COUNCIL
Notes to and forming part of the Financial Statements
for the year ended 30 June 2009

	ACTUAL 2008/2009 \$	ACTUAL 2007/2008 \$
21 TOTAL ASSETS CLASSIFIED BY FUNCTION AND ACTIVITY		
Community Amenities	43,741,485	36,760,964
Not Classified	11,468,795	12,458,974
	<u>55,210,280</u>	<u>49,219,938</u>

22 DISPOSALS OF ASSETS
The following assets were disposed of during the year

ACTUAL 2008/2009	Net book Value Actual \$	Sale Price Actual \$	Profit / (Loss) Actual \$
Plant and Equipment			
Other Property and Services			
Plant 15 Fork Lift	0	7,000	7,000
Plant 16 Tana 400	155,914	130,000	(25,914)
	<u>155,914</u>	<u>137,000</u>	<u>(18,914)</u>

BUDGET 2008/2009	Net book Value Estimated \$	Sale Price Estimated \$	Profit / (Loss) Estimated \$
Plant and Equipment			
Other Property and Services			
Plant 15 Fork Lift	0	7,000	7,000
Plant 16 Tana 400	249,052	250,000	948
	<u>249,052</u>	<u>257,000</u>	<u>7,948</u>

MINDARIE REGIONAL COUNCIL
Notes to and forming part of the Financial Statements

for the year ended 30 June 2009

	2008/09	2007/08	2006/07
23 FINANCIAL RATIOS			
User Revenue to Total Tonnes	56.55	51.09	45.01
Current Ratio	2.27	2.76	2.39
Unrestricted Cash to Trade Creditors Ratio	6.89	6.49	1414.56
Debt Ratio	0.55	0.59	0.66
Debt Service Ratio	0.99	1.05	1.45
Operating Costs per Tonne	51.90	44.20	38.58
Gross Debt to Revenue Ratio	0.94	0.98	1.38
Gross Debt to Economically Realisable Assets Ratio	0.98	0.97	1.29
The above ratios are calculated as follows:			

User Revenue to Total Tonnes:	$\frac{\text{User Revenue}}{\text{Total Tonnes}}$
- Expressed as an average dollar per tonne	
Current Ratio:	$\frac{\text{Current assets minus restricted current assets}}{\text{Current liabilities minus liabilities associated with restricted assets}}$
Unrestricted Cash to Trade Creditors Ratio:	$\frac{\text{Unrestricted cash}}{\text{Trade creditors}}$
Debt Ratio:	$\frac{\text{Total liabilities}}{\text{Total assets}}$
Debt Service Ratio:	$\frac{\text{Debt service cost (Principal \& Interest)}}{\text{Available operating revenue}}$
Operating Costs per Tonne:	$\frac{\text{Operating Expenses (including Depreciation)}}{\text{Total Tonnes}}$
Gross debt to Revenue Ratio:	$\frac{\text{Gross Debt}}{\text{Total Revenue}}$
Gross Debt to Economically Realisable Assets Ratio:	$\frac{\text{Gross Debt}}{\text{Economically realisable assets}}$

MINDARIE REGIONAL COUNCIL

Notes to and forming part of the Financial Statements

for the year ended 30 June 2009

24 INFORMATION ON BORROWINGS

(a) Loan Repayments

Budget

	Estimated Principal 01/07/2008	Drawdowns	Principal Repayments 2008/09 Budget	Projected Balance as at 30/06/2009	Interest Repayments 2008/09 Budget
Community Amenities					
Tamala Park Landfill					
Loan 8 - Building Upgrade	438,423		61,989	376,434	26,500
Loan 9 - Construction Stage 2 Phase 1b	275,477		275,477	0	3,900
Loan 12 - Construction Stage 2 Phase 2	12,916,650		1,666,680	11,249,970	720,100
Regional Resource Recovery Facility					
Loan 11 - Resource Recovery Facility Land	2,117,951		177,136	1,940,815	121,100
Loan 10 - Resource Recovery Facility Infrastructure	5,430,681	1,600,000	64,024	6,966,657	389,100
New Loan - Purchase of new Landfill		12,300,000		12,300,000	148,560
New Loan - Excavation Works Phase 3		480,000		480,000	37,140
Total Loan Principal Repayments	21,179,182	14,380,000	2,245,306	33,313,876	1,446,400
Facility Fee					60,000
Total Borrowing Costs					1,506,400

New Loans

- \$6.6m was approved by the Council for Phase 3 Excavation Works.

- Approval for \$12.3m for the purchase of land (replacement of Tamala Park) will be obtained once the land is identified.

(a) Loan Repayments

Actual

	Principal 01/07/2008	Drawdowns 2008/09	Principal Repayments Actual to 30/06/2009	Principal Balance as at 30/06/2009	Interest Repayments Actual to 30/06/2009
Community Amenities					
Tamala Park Landfill					
Loan 8 - Building Upgrade	438,423	0	61,989	376,434	26,441
Loan 9 - Construction Stage 2 Phase 1b	275,477	0	275,477	0	3,926
Loan 12 - Construction Stage 2 Phase 2	12,916,650	0	1,666,680	11,249,970	720,034
Regional Resource Recovery Facility					
Loan 11 - Resource Recovery Facility Land	2,117,951	0	177,136	1,940,815	120,734
Loan 10 - Resource Recovery Facility Infrastructure	5,430,681	3,000,000	64,024	8,366,657	308,630
Total Loan Principal Repayments	21,179,182	3,000,000	2,245,306	21,933,876	1,179,765
Facility Fee					67,500
Total Borrowing Costs					1,247,265

(b) Overdraft

Council has not utilised an overdraft facility during the financial year although an overdraft of \$1,000,000 with the National Bank exists.

MINDARIE REGIONAL COUNCIL

Notes to and forming part of the Financial Statements

for the year ended 30 June 2009

25 Statement of Financial Activity Information and Member Charges

Member Charges

	Actual 08-09 Rate / Tonne (Excl GST)		Actual		Budget 08-09 Rate / Tonne (Excl GST)		Estimated	
	Actual 2008/2009 Tonnage	2008/2009 \$	Revenue \$	Estimated 2008/2009 Tonnage	2008/2009 \$	Revenue \$	2008/2009 Tonnage	Estimated 2008/2009 Revenue
Total Waste Tonnage								
City of Perth	14,470	54	781,357	18,219	54	983,800		
City of Wanneroo	65,766	54	3,553,472	75,125	54	4,056,800		
City of Joondalup	63,372	54	3,424,378	66,300	54	3,580,200		
City of Stirling	86,447	54	4,667,963	82,700	54	4,465,800		
Town of Cambridge	10,551	54	570,358	13,165	54	710,900		
Town of Vincent	14,203	54	767,688	14,062	54	759,300		
Town of Victoria Park	12,926	54	698,846	14,485	54	782,200		
Total	267,735		14,464,062	284,056		15,339,000		
Residue								
City of Stirling Baled Residue	22,967	21.7	498,102	22,000	21.7	476,500		
City of Wanneroo MRF	17,965	21.7	390,514	3,700	21.7	80,100		
Total Baled Residue	40,932		888,616	25,700		556,600		
Total Member Charges	308,667		15,352,678	309,756		15,895,600		

The budgeted revenue totals for waste tonnage and residue were rounded off to the nearest \$100 which has resulted in a difference when compared with the total tonnage multiplied by the rate / tonne. The actual revenue totals for waste tonnage and residue are immaterially different when compared with the total tonnage multiplied by the rate / tonne as during the year some of the waste was charged at specific prices per tonne depending on the item landfilled based on the disposal fees and charges schedule on page 25.

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

	ACTUAL 2008/2009	Budget 2008/2009	ACTUAL 2007/2008
Cash	11,459,868	7,620,497	12,443,104
Receivables	2,063,222	2,587,156	2,348,883
Inventories	8,927	42,215	15,871
	13,532,017	10,249,868	14,807,858
Less			
Reserves - Cash Restricted	(137,999)	(138,029)	(137,999)
Trade Creditors	(1,643,026)	(1,906,040)	(1,914,506)
Accruals	0	(634,282)	0
Provisions	0	(886,067)	0
Other Current Liabilities	0	(35,000)	0
	(1,781,025)	(3,599,418)	(2,052,505)
	11,750,992	6,650,450	12,755,353

for the year ended 30 June 2009

	ACTUAL 2008/2009	ACTUAL 2007/2008	
	\$	\$	
26 FEES AND CHARGES			
Community Amenities	21,203,710	19,834,880	
27 GRANT REVENUE			
Grants and subsidies are included as operating revenues in the Income statement.			
By Nature and Type			
Grants and Subsidies - operating	105,345	208,789	
By Program			
Community Amenities	105,345	208,789	
	ACTUAL 2008/2009	BUDGET 2008/2009	ACTUAL 2007/2008
	\$	\$	\$
28 COUNCILLORS REMUNERATION			
The following fees, expenses and allowances are to be paid to council members and the Chairman.			
Meeting Fees	82,560	32,400	34,580
Chairman's and Deputy Chairman's Allowance	7,500	3,800	3,750
Conference Expenses	9,058	40,000	47,956
Members Allowances	13,453	15,000	12,698
	112,571	91,200	98,984
29 EMPLOYEE NUMBERS			
The number of full-time equivalent Employees at balance date.	38	36	
30 EMPLOYEES REMUNERATION			
Set out below, in bands of 10,000, is the number of employees of the Council entitled to an annual salary of \$100,000 or more.			
Salary Range	2008/2009	2007/2008	
100,000 - 109,999	1	1	
110,000 - 119,999	1		
130,000 - 140,000		1	
140,000 - 150,000	1		
150,000 - 160,000	1		

MINDARIE REGIONAL COUNCIL
Notes to and forming part of the Financial Statements

for the year ended 30 June 2009

31 FINANCIAL RISK MANAGEMENT

Council's activities expose it to a variety of financial risks including price risk, credit risk, liquidity risk and interest rate risk. The Council overall risk management focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the financial performance of the Council.

Council does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by the finance area under policies approved by the Council.

Council held the following financial instruments at balance date:

	Carrying Value		Fair Value	
	2009	2008	2009	2008
	\$	\$	\$	\$
Financial assets				
Cash and Cash equivalents	11,459,868	12,443,104	11,459,868	12,443,104
Receivables	2,063,222	2,348,883	2,063,222	2,348,883
	<u>13,523,090</u>	<u>14,791,987</u>	<u>13,523,090</u>	<u>14,791,987</u>
Financial liabilities				
Payables	3,267,655	2,719,381	3,267,655	2,719,381
Borrowings	21,933,876	21,179,182	21,933,876	21,179,182
	<u>25,201,531</u>	<u>23,898,563</u>	<u>25,201,531</u>	<u>23,898,563</u>

Fair value is determined as follows:

Cash and Cash Equivalents, Receivables, Payables, Borrowings, Held-to-Maturity Investments - estimated to the carrying value which approximates net market value.

MINDARIE REGIONAL COUNCIL
Notes to and forming part of the Financial Statements

for the year ended 30 June 2009

31 FINANCIAL RISK MANAGEMENT

(a) Cash and cash equivalents

Financial assets at fair value through profit and loss

Council's objective is to maximise its return on cash and investments whilst maintaining an adequate level of liquidity and preserving capital. The finance area manages the cash and investments portfolio and provides a monthly report to Council.

Cash and investments are also subject to interest rate risk - the risk that movements in interest rates could affect returns.

Another risk associated with cash and investments is credit risk - the risk that a contracting entity will not complete its obligations under a financial instruments resulting in a financial loss to Council. The Council does not have any material credit risk exposure to any single debtor or group of debtors under financial instruments entered into by the Council. The one major concentration of credit risk within the council is in relation to its cash and cash equivalent deposits which are with one major financial institution.

Council manages these risks by investing surplus cash into term deposits with only the major financial institutions.

There is no material impact of a 1% movement in interest rates on cash and investments as the Council's investments consist of short term deposits.

MINDARIE REGIONAL COUNCIL
Notes to and forming part of the Financial Statements

for the year ended 30 June 2009

31 FINANCIAL RISK MANAGEMENT

(b) Receivables

Council's major receivables comprise user charges and fees. The major risk associated with these receivables is credit risk - the risk that the debts may not be repaid. Council manages this risk by monitoring outstanding debt and employing debt recovery policies.

The level of outstanding receivables is reported to Council monthly and benchmarks are set and monitored for acceptable collection performance.

Council makes suitable provision for doubtful receivables as required and carries out credit checks on most non-rate debtors.

There are no material receivables that have been subject to a re-negotiation of repayment terms.

The profile of the Council's credit risk a balance date was:

	30.6.2009	30.6.2008
Percentage of Other Receivables:		
Current	70%	85%
Overdue	30%	15%

for the year ended 30 June 2009

31 FINANCIAL RISK MANAGEMENT
 (c) Payables and Borrowings

Payables and borrowing are both subject to liquidity risk - that is the risk that insufficient funds may be on hand to meet payment obligations and when they fall due. Council manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer. Payment terms can be extended and overdraft facilities drawn upon if required.

The contractual undiscounted cash flows of Council's Payables and Borrowings are set out in the Liquidity Sensitivity Table below:

	Due within 1 year	Due between 1 and 5 years	Due after 5 years	Total Contractual Cash flows	Carrying values
Year Ended 30 June 2009					
Payables	3,267,655	0	0	3,267,655	3,267,655
Borrowings	3,866,303	18,128,005	4,664,547	26,658,855	21,933,876
	7,133,958	18,128,005	4,664,547	29,926,510	25,201,531
Year Ended 30 June 2008					
Payables	2,719,381	0	0	2,719,381	2,719,381
Borrowings	3,454,319	18,798,827	7,860,028	30,113,174	21,179,182
	6,173,700	18,798,827	7,860,028	32,832,555	23,898,563

Borrowings are also subject to interest rate risk - the risk that movements in interest rates could adversely affect funding costs. Council manages this risk by borrowing long term and fixing the interest rate to the situation considered the most advantageous at the time of negotiation.

The following table sets out the carrying amount, by maturity, of the financial instruments exposed to interest rate risk:

	within 1 year	1- 2 years	2-3 years	3-4 years	4-5 years	greater than 5 years	Total	Weighted Average Effective Interest Rate
	\$	\$	\$	\$	\$	\$	\$	\$
Year Ended 30 June 2009								
Borrowings								
Fixed Rate								
Borrowings			11,249,970	8,366,657	376,434	1,940,815	21,933,876	6.06%
Weighted average effective interest rate			5.98%	6.16%	6.45%	5.97%		
Year Ended 30 June 2008								
Borrowings								
Fixed Rate								
Borrowings	275,477			12,916,650	5,430,681	2,556,374	21,179,182	6.03%
Weighted average effective interest rate	5.78%			5.98%	6.16%	6.14%		

for the year ended 30 June 2009

32 New Accounting Standards and Interpretations

Australian Accounting Standards and Interpretations that have recently been issued or amended but are not yet effective have not been adopted by the Council for the annual reporting period ending 30 June 2009.

Council's assessment of these new standards and interpretations is set out below.

New Accounting Standards and Interpretations

Title and topic	Issued	Applicable	Impact
(i) AASB 8 Operating Segments and AASB 2007-3 Amendments to Australian Accounting Standards arising from AASB 8	February 2007	1 January 2009	Nil - The Standard is not applicable to not-for-profit entities.
(ii) Revised AASB 123 Borrowing Costs and AASB 2007-6 Amendments to Australian Accounting Standards arising from AASB 123 [AASB 1, AASB 101, AASB 107, AASB 111, AASB 116 & AASB 138 and Interpretations 1 & 12]	June 2007	1 January 2009	Nil - The revised Standard has removed the option to expense all borrowing costs and, when adopted, will require the capitalisation of all borrowing costs directly attributable to the acquisition, construction or production of a qualifying asset. An assessment of this Accounting Standard by Council indicates the commencement date for capitalisation of borrowing costs occurred before the application date of 1st January 2009 so there is no impact on these Financial Statements.
(iii) Revised AASB 101 Presentation of Financial Statements and AASB 2007-8 Amendments to Australian Accounting Standards arising from AASB 101 and AASB 2007 - 10 Further Amendments to Australian Accounting Standards arising from AASB 101	September 2007 and December 2007	1 January 2009	Nil - the revised Standard requires the presentation of a Statement of comprehensive income and makes changes to the Statement of changes in equity, but will not affect any of the amounts recognised in the financial statements.
(iv) AASB 2008-5 Amendments to Australian Accounting Standards arising from the Annual Improvements Project	July 2008	1 January 2009	Nil – The revisions are part of the AASBs annual improvement project to help ensure consistency with presentation, recognition and measurement criteria of IFRSs.
AASB 2008-6 Further Amendments to Australian Accounting Standards arising from the Annual Improvements Project	July 2008	1 July 2009	The revisions embodied in these standards relate largely to terminology or editorial comments and will have a minimal effect on the accounting practices of the Council.

It is not anticipated the more significant changes will have any effect on the financial report as the topics are not relevant to the operations of the Council.

for the year ended 30 June 2009

New Accounting Standards and Interpretations (continued)

Title and topic	Issued	Applicable	Impact
(v) AASB 2008-11 Amendments to Australian Accounting Standard – Business Considerations Among Not-for-Profit Entities	November 2008	1 July 2009	Nil – Whilst this standard has the effect of applying AASB 3 Business Combinations to the Not-for-Profit sector, specific provisions are provided in respect of local government. These specific provisions are very similar to the previous requirements of AAS 27.
(vi) AASB 2008-1 Amendments to Australian Accounting Standard – Share-Based Payments: Vesting Conditions and Cancellations	February 2008	1 January 2009	Nil – None of these amendments will have any effect on the financial report as none of the topics are relevant to the operations of the Council.
AASB 2008-2 Amendments to Australian Accounting Standards Puttable Financial Instruments and Obligations Arising on Liquidation	March 2008	1 January 2009	
AASB 2008-3 Amendments to Australian Accounting Standards arising from AASB 3 and AASB 127	March 2008	1 January 2009	
AASB 2007-7 Amendments to Australian Accounting Standards – Cost of an Investment in a Subsidiary, Jointly Controlled Entity or Associate	July 2008	1 January 2009	
AASB 2008-8 Amendments to Australian Accounting Standards – Eligible Hedged Items	August 2008	1 July 2009	
AASB 2008-9 Amendments to AASB 1049 for Consistency with AASB 101	September 2008	1 January 2009	
AASB 2008-13 Amendments to Australian Accounting Standards arising from AASB Interpretation 17 – Distributions of Non-Cash Assets to Owners	December 2008	1 July 2009	
Interpretation 1 – Changes in Existing, Decommissioning, Restoration and Similar Liabilities	June 2008	1 January 2009	
Interpretation 12 – Service Concession Arrangements	June 2007	1 January 2009	
Interpretation 15 – Agreements for the Construction of Real Estate	August 2008	1 January 2009	
Interpretation 16 – Hedges of a Net Investment in a Foreign Operation	August 2008	1 October 2008	
Interpretation 17 – Distributions of Non-Cash Assets to Owners	December 2008	1 July 2009	
Interpretation 18 – Transfers of Assets from Customers	March 2009	Ending 1 July 2009	

ATTACHMENT TWO
TO ITEM 6
TECHNICAL WORKING GROUP
27 NOVEMBER 2009
AUDITORS REPORT



INDEPENDENT AUDIT REPORT TO THE MINDARIE REGIONAL COUNCIL

We have audited the accompanying financial report of the Mindarie Regional Council, (the "Council") which comprises the balance sheet as at 30 June 2009 and the income statement, statement of changes in equity and cash flow statement for the year ended on that date, a summary of significant accounting policies and other explanatory notes and the statement by the chief executive officer on pages 42 to 73. We have not audited the budgeted figures presented in the financial report; as such we provide no opinion on the budgeted figures.

The Council's Responsibility for the Financial Report

The councillors' are responsible for the preparation and true and fair presentation of the financial report in accordance with the Local Government Act 1995 Part 6 and Australian Accounting Standards (including the Australian Accounting Interpretations). This responsibility includes establishing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error, selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in circumstances.

Auditors Responsibilities

Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with Australian Auditing Standards. These auditing standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Councillors', as well as evaluating the overall presentation of the financial report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Independence

In conducting our audit, we have complied with the independence requirements of Australian professional ethical pronouncements.

Audit opinion

In our opinion, the accompanying financial report of the Mindarie Regional Council is drawn up in accordance with Local Government Act 1995 including:

- i. Giving a true and fair view of the Council's financial position as at 30 June 2009 and of its performance for the year ended on that date; and
- ii. Complying with Australian Accounting Standards (including the Australian Accounting Interpretations) and the Local Government Act 1995.

WHK HORWATH PERTH AUDIT PARTNERSHIP

NICHOLAS HOLLENS
Principal

Perth, WA

Dated this day of December 2009

Total Financial Solutions

Member Horwath International

WHK Horwath Perth Audit Partnership ABN 96 844 819 235
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A WHK Group firm

**ITEM 7 CONSTRUCTION OF AN EXTENSION TO EXISTING WORKSHOP
BUILDING AT TAMALA PARK WASTE MANAGEMENT FACILITY**

File No: **WST/168 (D/09/6065)**

Tender No: **13/102**

Attachment(s): **1. Tender Evaluation Report**

Author: **Mike Tolson**

SUMMARY

The purpose of this Item is to provide the Council with information to approve the recommended tender for capital works at Tamala Park.

BACKGROUND

The proposed extension to the workshop at Tamala Park is essential for Council maintenance staff to conduct repairs and maintenance to critical landfill equipment in a safe stable environment with ready access to tools and equipment. Council approved funds for the extension of the workshop at Tamala Park, within the context of Budget 09/10.

DETAIL

Tender Organisation

A public tender advertised an invitation, via the Western Australian on 17 October 2009 for suppliers to tender. The tender was closed 4 November 2009 with three suppliers responding to the request for tender, they were:

Devco Builders	\$329,991.35 exc GST
BCL Constructions Pty Ltd	\$325,333.00 exc GST
Western Australian Building Group	\$294,700.00 exc GST

Tender Assessment

Independent third party organisations 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. This process is used to ensure openness and transparency of Council purchasing procedures. The assessment for this tender was prepared by Michelle Van Dyk of GHD. A copy of the tender assessment is included as Attachment One to this Item.

Selection Criteria

The selection criteria associated with this tender follows:

- Compliance Criteria
- Qualitative Criteria
- Form of Offer completed and signed
- All documents and Attachments requested submitted

The detailed assessment by GHD against these criteria is contained in the Attachment.

Tender Evaluation

The GHD evaluation information, extracted from Section 6, the Attachment, is described below.

6.1. Devco Builders

This was the highest priced bid and was essentially a conforming one (with the exception of QA requirements) and noted the following conditions;

- ▶ A substantial price increase in the Government landfill levy is expected in January which will be directly passed onto the client;
- ▶ No allowance has been made to modify the existing chassis on the main switchboard to fit the new 100A circuit breaker;
- ▶ Mindarie Regional Council is to be responsible for all documentation and plans for building license application if not already done;
- ▶ All work to be completed during normal working hours; and
- ▶ We reserve the right to change our price with any alterations brought about by conditions in the Building License.

Devco Builders stated that they have no conflicts of interest in the performance of their Contractual obligations.

6.1.1. Understanding, Physical Resources and Previous Experience

Devco Builders has stated that their bid complies with the Specification which forms part of the Request for Tender documentation.

Devco Builders has listed the proposed company personnel, their qualifications and a brief description of their previous experience.

Devco Builders has provided details of demonstrated and recent project experience the majority of which was performed for either local Government Authorities or for State Government Departments. Devco Builders completed the recent Administration Building for Mindarie Regional Council on the Tamala Park site.

6.1.2. Financial

Devco Builders state that they are able to pay all debts in full when they fall due and that there is no current litigation against Devco Holdings Pty Ltd. Devco Builders included a number of written financial references to illustrate their financial profile.

Devco Builders gave Mindarie Regional Council permission to conduct enquiries into their financial position and provide the appropriate contact details to do so, but have not provided further details of their financial position as part of the Tender.

6.2. BCL Constructions Pty Ltd

This was the second highest priced bid and was essentially a non conforming bid with no noted conditions.

BCL Constructions Pty Ltd indicated that they have no conflicts of interest in the performance of their Contractual obligations.

6.2.1. Understanding, Physical Resources and Previous Experience

BCL Constructions have not indicated as part of their bid any intention to alter the Specification, as such it is assumed that BCL Constructions prepared their bid in accordance with the Specification document.

BCL Constructions has listed the company directors, their qualifications and a brief description of their previous experience.

BCL Constructions have provided brief details of demonstrated and recent project experience the majority of which was performed for Local Government Authorities.

6.2.2. Financial

BCL Constructions indicate that they are able to pay all debts in full when they fall due and that there is no current litigation against BCL Constructions Pty Ltd. BCL Constructions did not include any financial referees.

BCL Constructions provided details of their financial position which indicate that they are in a financial position to undertake this Contract.

6.3. Western Australian Building Group

This was the lowest price bid submitted and was essentially a non conforming bid which stipulated that the inclusions listed in their bid are all that they have allowed for.

Western Australian Building Group indicated that they have no conflicts of interest in the performance of their Contractual obligations.

6.3.1. Understanding, Physical Resources and Previous Experience

Western Australian Building Group provided a list of inclusions which they have allowed for as part of their bid. This list is not as comprehensive as the Specification and in context of the bid is interpreted to replace the Specification.

Western Australian Building Group did not list any employee details, qualifications or previous experience.

Western Australian Building Group has provided brief details of demonstrated and recent project experience the majority of which was performed for the Mining Sector.

6.3.2. Financial

Western Australian Building Group indicate that they are able to pay all debts in full when they fall due and that there is no current litigation against Western Australian Building Company. Western Australian Building Group did not include any financial referees or any information regarding their financial position.

Tender Recommendation

This summary, compiled by GHD and complemented by the tabular information in the Attachment, has been analysed by the administration. The tender document allows non conforming bids to be assessed with due consideration to non conformity.

In this tender all tenderers had levels of non conformity none of which were sufficiently significant to require non assessment. Following the assessment the recommendation for contract award to Devco Builders is supported by the administration.

CONSULTATION

- GHD

STATUTORY ENVIRONMENT

Not applicable.

POLICY IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

A provision of \$250,000 exists within the context of the Budget 2009/2010. An additional amount of \$100,000 is required to meet construction costs including a 5 per cent contingency. The additional funding required would be offset from budget surpluses or as a last resort from casual tipping revenues. GHD cost to conduct the tender assessment was \$4,090.00. The initial estimate was developed with quantity surveyor input, however; market conditions have led to 'higher than estimated' bids.

STRATEGIC IMPLICATIONS

Nil.

COMMENT

Although being the highest bid Devco Builders was deemed to be the only conforming tender of the three tenders received. Devco Builders recently completed the extension of the Tamala Park Administration Building; this project was finished on time and within the agreed budget.

MRC OFFICER RECOMMENDATION

That Council:

- (i) accept the tender (Tender No. 13/102) offered by Devco Builders of \$329,991.35 excluding GST for the construction of the workshop extension at Tamala Park
- (ii) approve an additional expenditure of \$100,000.00 for construction of the workshop extension

TECHNICAL WORKING GROUP MEETING – 27 NOVEMBER 2009

The Group agreed that the matter of conformity with respect to tender clauses, and its treatment during evaluation, needed to be clarified. This has occurred.

The CEO was tasked to develop a template for tender preparation, assessment and reporting.

TWG OFFICERS RECOMMENDATION

That Council:

- (i) accept the tender (Tender No. 13/102) offered by Devco Builders of \$329,991.35 excluding GST for the construction of the workshop extension at Tamala Park**
- (ii) approve an additional expenditure of \$100,000.00 for construction of the workshop extension**

ATTACHMENT ONE
TO ITEM 7
TECHNICAL WORKING GROUP
27 NOVEMBER 2009
TENDER EVALUATION REPORT

**Mindarie Regional
Council**

Report for Tamala Park Waste
Management Facility Workshop
Extension
Tender Evaluation

November 2009



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Appendices

- A Mindarie Regional Council Tender Opening Register



1. Executive Summary

1.1 Project Description

The works comprise the Construction of an extension to the existing Mechanical Workshop located at Tamala Park Waste Management Facility in Mindarie and other such works as shown on the drawings or included in the specification.

The Project was subject to an Open tender Process. Tender Documents were available from Saturday 17th October 2009. Tenders closed on Wednesday 4th November 2009 at 12 noon.

1.2 Tender Details

The tender closed on 4th November 2009. At the close of the tender period three tenders were received and are summarised in the following table;

Table 1 Tender Price

Tenderer	Tender price (excl GST)
Devco Builders	\$329,991.35
BCL Constructions Pty Ltd	\$325,333.00
Western Australian Building Group	\$294,700.00

1.3 Tender Compliance

The following Selection Criteria were assessed for compliance;

- ▶ Compliance Criteria;
- ▶ Qualitative Criteria;
- ▶ Form of Offer completed and signed; and
- ▶ All Documents and Attachments submitted.

1.4 Tender Evaluation

Of the 3 Tenders received only Devco Building was deemed to be conforming.

1.5 Recommendation

It is recommended that Devco Builders be awarded Preferred Tenderer status.



2. Project Description

2.1 Project Scope

The works comprise the Construction of an extension to the existing Mechanical Workshop located at Tamala Park Waste Management Facility in Mindarie and other such works as shown on the drawings or included in the specification.

2.2 Tender Process

The Project was subject to an Open tender Process. Tender Documents were available from Saturday 17th October 2009. Tenders closed on Wednesday 4th November 2009 at 12 noon.

2.3 Tender Submission Assessment

The Project Manager Michelle Van Dyk of GHD Pty Ltd assessed the Tenders submitted. The GHD Project Director, Ian Nelligan, subsequently reviewed the Tender Assessment.

2.4 Conflict of Interest

All members of the Tender Assessment Panel have confirmed that no "Conflict of Interest Issues" existed for the Tender Assessment of this Project.



3. Tender Details

3.1 Tender Details

During the Tender period an amendment was made to Clause 2.6 via email to all Tenderers that collected Tender Documents as follows;

“As a part of the approval process Mindarie Regional Council will need to seek project approval from the WA Planning Commission. Therefore to avoid possible contractual and construction difficulties it is necessary for MRC to amend Clause 2.6 Tender Validity Period to reflect a validity period of 90 days. Any concerns in regard to this amendment should be directed to MRC Operations Manager on 9396 6314.”

Verbal confirmation of acceptance of this amendment was received from Devco Building only and no written confirmation was received from any Tenderer.

- ▶ The tender closed on 4th November 2009.

At the close of the tender period three tenders were received and are summarised in the following table;

Table 2 Tender Price

Tenderer	Tender price (excl GST)
Devco Builders	\$329,991.35
BCL Constructions Pty Ltd	\$325,333.00
Western Australian Building Group	\$294,700.00



4. Form of Contract

The Form of Contract used for this Tender was AS2124 – General Conditions of Contract.

The Tender Documents for this Project that will form part of the Contract define the:

- ▶ Principal as Mindarie Regional Council; and the
- ▶ Superintendent as “GHD Pty Ltd”.

If the Contract is awarded, it will be administered by the Superintendent and the Superintendents Representative. There are several matters under the General Conditions of Contract on which the Superintendent must make decisions, such as Progress Payments, Extensions of Time and Variations. The General Conditions of Contract require the Superintendent in an impartial way.

4.1 Progress Payments

Progress Payments to the Contractor will be made as per the Conditions of Contract. GHD Pty Ltd will certify the Contractor’s Progress Claims and recommend payment of the certified amount to the Contractor by Mindarie Regional Council.



5. Tender Compliance

5.1 Selection Criteria

The Request for Tender documentation outlined the Selection Criteria which the Tenders must satisfy in order to be deemed compliant. This criteria is summarised below.

- ▶ Compliance Criteria;
- ▶ Qualitative Criteria;
- ▶ Form of Offer completed and signed; and
- ▶ All Documents and Attachments submitted.

5.2 Compliance Criteria

The following Table illustrates Tenderer compliance with the Compliance Criteria as stated in the Request for Tender documentation.

Table 3 Compliance Criteria

Description of Compliance Criteria	Yes/No		
	Devco Builders	BCL Constructions Pty Ltd	Western Australian Building Group
Compliance with the Specification contained in the Request.	Yes	Yes	No
Compliance with the Conditions of Tendering this Request.	Yes	No	No
The Quality Assurance requirement for this Request is that the tender's QA be nationally recognised.	No	No	No
Compliance with the Delivery Date.	Yes	Yes	Yes
Compliance with and completion of Part 3, Attachments A and B.	Yes	Yes	Yes
Compliance with Referees. Tenderers are to list the names of the State Public or Authorities and / or private companies which have utilised the tenderer to provide services together with references (name and telephone number)	Yes	Partial	No



5.3 Qualitative Criteria

The following table indicates Tenderer Compliance with the Qualitative Criteria as stated in the Request for tender documentation.

Table 4 Qualitative Criteria

Description of Qualitative Criteria	Weighting	Devco Builders	BCL Constructions Pty Ltd	Western Australian Building Group
Price offered	60%	42%	42%	48%
Demonstrated and relevant experience in and evidence of the successful delivery of similar projects.	20%	16%	12%	12%
Skills and experience of key personnel. (The technical aspects and the organisational capacity to service the Contract)	20%	16%	16%	8%
Compliance Percentage		74%	70%	68%
Ranking		1	2	3



5.4 Documents Submitted with tender

The following Table illustrates Tenderer submission compliance with the documents requested as part of the Request for Tender documentation.

Table 5 Submitted Documents

Document	Yes/No		
	Devco Builders	BCL Constructions	Western Australian Building Group
Form of Offer	Yes	Yes	Yes
Attachment 1 – Organisation Profile	Yes	Partial	Partial - Website Address Provided
Attachment 2 – Current ASC company extracts search including latest annual return	Partial	Partial	No
Attachment 3 – Referees and Examples of Previous Work	Yes	Yes	Partial
Attachment 4 – Details of Principal that tenderer is acting as an agent for (if applicable)	N/A	N/A	N/A
Attachment 5 – Trust Details (if applicable)	Yes	N/A	N/A
Attachment 6 – Subcontractor Details	Yes	Yes	No
Attachment 7 – Declaration of Conflict of Interest (if applicable)	N/A	N/A	N/A
Attachment 8 – Financial Profile of Tenderer	Yes	No	No
Attachment 9 – Quality Assurance and Management System Details	No	No	Partial
Attachment 10 – Insurance Details	Yes	No	Yes
Attachment 11 – Demonstrated and Relevant Experience	Yes	No	Yes (on CD)
Attachment 12 – Skills and Experience of key personnel	Yes	Yes	No



5.5 Documents Submitted after Close of Tender

Following the closure of the Tender Period no additional information was requested from the three Tenderers.



6. Tender Evaluation

6.1 Devco Building

This was the highest priced bid and was essentially a conforming one (with the exception of QA requirements) and noted the following conditions;

- ▶ A substantial price increase in the Government landfill levy is expected in January which will be directly passed onto the client;
- ▶ No allowance has been made to modify the existing chassis on the main switchboard to fit the new 100A circuit breaker;
- ▶ Mindarie Regional Council is to be responsible for all documentation and plans for building license application if not already done;
- ▶ All work to be completed during normal working hours; and
- ▶ We reserve the right to change our price with any alterations brought about by conditions in the Building License.

Devco Building stated that they have no conflicts of interest in the performance of their Contractual obligations.

6.1.1 Understanding, Physical Resources and Previous Experience

Devco Building has stated that their bid complies with the Specification which forms part of the Request for Tender documentation.

Devco Building has listed the proposed company personnel, their qualifications and a brief description of their previous experience.

Devco Building has provided details of demonstrated and recent project experience the majority of which was performed for either local Government Authorities or for State Government Departments. Devco Building completed the recent Administration Building for Mindarie Regional Council on the Tamala Park site.

6.1.2 Financial

Devco Building state that they are able to pay all debts in full when they fall due and that there is no current litigation against Devco Holdings Pty Ltd. Devco Building included a number of written financial references to illustrate their financial profile.

Devco Building gave Mindarie Regional Council permission to conduct enquiries into their financial position and provide the appropriate contact details to do so, but have not provided further details of their financial position as part of the Tender.

6.2 BCL Constructions Pty Ltd

This was the second highest priced bid and was essentially a non conforming bid with no noted conditions.



BCL Constructions Pty Ltd indicated that they have no conflicts of interest in the performance of their Contractual obligations.

6.2.1 Understanding, Physical Resources and Previous Experience

BCL Constructions have not indicated as part of their bid any intention to alter the Specification, as such it is assumed that BCL Constructions prepared their bid in accordance with the Specification document.

BCL Constructions has listed the company directors, their qualifications and a brief description of their previous experience.

BCL Constructions have provided brief details of demonstrated and recent project experience the majority of which was performed for Local Government Authorities.

6.2.2 Financial

BCL Constructions indicate that they are able to pay all debts in full when they fall due and that there is no current litigation against BCL Constructions Pty Ltd. BCL Constructions did not include any financial referees.

BCL Constructions provided details of their financial position which indicate that they are in a financial position to undertake this Contract.

6.3 Western Australian Building Group

This was the lowest price bid submitted and was essentially a non conforming bid which stipulated that the inclusions listed in their bid are all that they have allowed for.

Western Australian Building Group indicated that they have no conflicts of interest in the performance of their Contractual obligations.

6.3.1 Understanding, Physical Resources and Previous Experience

Western Australian Building Group provided a list of inclusions which they have allowed for as part of their bid. This list is not as comprehensive as the Specification and in context of the bid is interpreted to replace the Specification.

Western Australian Building Group did not list any employee details, qualifications or previous experience.

Western Australian Building Group has provided brief details of demonstrated and recent project experience the majority of which was performed for the Mining Sector.

6.3.2 Financial

Western Australian Building Group indicate that they are able to pay all debts in full when they fall due and that there is no current litigation against Western Australian Building Company. Western Australian Building Group did not include any financial referees or any information regarding their financial position.



6.4 Tender Evaluation Summary

Of the 3 Tenders received only Devco Building was deemed to be conforming.



7. Recommendation

7.1 Recommendation

It is recommended that Devco Builders be awarded Preferred Tenderer status.

7.2 Funds Required

The total estimated funds required based on this recommendation are as follows;

Table 6 Fund Required

Item	Amount (excl GST)
Devco Building	\$329,991.35
Construction Contingency (5%)	\$16,499.60
Total	\$346,490.95



Appendix A
Mindarie Regional Council Tender Opening
Register

MINDARIE REGIONAL COUNCIL

Tender Number

TENDERS REGISTER - Tender Opening

13/102

ATTACHMENT - List of Tenderers opened

- \$324170 - West AUSTRALIAN BUILDING GROUP - ~~DISC~~ DISC - OFFER form
HARD COPY (1 copy)
- \$329991 - DEJCO BUILDERS - 2 hard copies
- \$357866 - BCL CONSTRUCTIONS - 1 hard copy

ATTENDEE -

BCL CONSTRUCTIONS P/L	STEPHEN LYNCH
MRC - OPS MANAGER	MIKE TOLSON
MRC - GOVERNANCE OFFICER	LYNDA NYSSON

SUPPLEMENTARY INFORMATION

TO ITEM 8.1.7

ORDINARY COUNCIL MEETING

10 DECEMBER 2009

**CONSTRUCTION OF AN EXTENSION TO EXISTING WORKSHOP BUILDING
AT TAMALA PARK WASTE MANAGEMENT FACILITY**

MINDARIE REGIONAL COUNCIL
ORDINARY COUNCIL MEETING – 10 DECEMBER
SUPPLEMENTARY INFORMATION

**ITEM 8.1.7 CONSTRUCTION OF AN EXTENSION TO EXISTING WORKSHOP
BUILDING AT TAMALA PARK WASTE MANAGEMENT FACILITY**

BACKGROUND

- Financial check to be completed. Recommendation amended accordingly
- Additional funds to be sourced from “Excavation - Phase 3 Stage 2”. Recommendation amended to reflect this
- Absolute majority required on basis of budget variation

REVISED RECOMMENDATION

That Council:

- (i) **accept the tender (Tender No. 13/102) offered by Devco Builders of \$329,991.35 excluding GST for the construction of the workshop extension at Tamala Park subject to demonstration by Devco Builders of a satisfactory financial position**
- (ii) **approve an additional expenditure of \$100,000.00 for construction of the workshop extension**
- (iii) **approve allocation of additional funds of \$100,000.00 which will be funded from savings expected on “Excavation – Phase 3 Stage 2”**

(Voting Requirement – Absolute Majority)

**ITEM 8.2.1 FINANCIAL STATEMENTS FOR THE PERIODS ENDED
30 SEPTEMBER 2009 AND 31 OCTOBER 2009**

File No: FIN/5-02 (D/09/6550)

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

Author: Kalwant Dhillon

SUMMARY

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

BACKGROUND

Financial Statements as at 30 September 2009 and 31 October 2009 are attached and show separate columns for Actual and Adopted/Revised Budget figures.

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

The financial statements presented for each month consist of:

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

DETAIL

The reports attached are for the months ended 30 September 2009 and 31 October 2009 and are at Attachments One and Two to this Item.

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

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

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

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

MRC OFFICER RECOMMENDATION

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

ATTACHMENT ONE
TO ITEM 8.2.1
ORDINARY COUNCIL MEETING
10 DECEMBER 2009
FINANCIAL STATEMENT FOR THE PERIOD ENDED
30 SEPTEMBER 2009



MANAGEMENT FINANCIAL STATEMENTS

**FOR THE MONTH ENDED
30 SEPTEMBER 2009**

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

Description	Adopted Budget	YTD Budget	YTD Actual	\$ Variance	% Variance	Note
Revenue from Ordinary Activities						
User Charges						
User Charges - City of Perth	1,930,400	482,601	434,968			
User Charges - City of Waneroo	7,570,900	1,892,724	1,835,876			
User Charges - City of Joondalup	7,418,100	1,854,525	1,732,943			
User Charges - City of Stirling	8,376,000	2,094,000	1,757,494			
User Charges - Town of Cambridge	1,224,000	306,000	291,822			
User Charges - Town of Vincent	1,687,800	421,950	348,384			
User Charges - Town of Victoria Park	1,728,200	432,051	376,627			
User Charges - RRF Residues	1,980,000	495,000	341,283			
Total Member User Charges	31,915,400	7,978,851	7,119,397	(859,454)	-10.77%	1
User Charges - City of South Perth	337,100	84,276	13,237	(71,039)	-84.29%	2
User Charges - Casual Tipping Fees	5,018,140	1,254,534	1,063,239	(191,295)	-15.25%	3
Total User Charges	37,270,640	9,317,661	8,195,873	(1,121,788)	-12.04%	
Service Charges						
Sale of Recyclable Materials	240,000	60,000	131,581	71,581	119.30%	
Sale of Limestone						
Gas Power Generation Sales	550,000	72,000	71,717	(283)	-0.39%	
Grants & Subsidies	320,000	80,000	80,000	0	0.00%	
Contributions, Reimbursements & Donations	340,100	92,963	60,464	(32,499)	-34.96%	4
Interest Earnings	369,200	92,301	111,682	19,381	21.00%	
Other Revenue	10,200	2,551	53,248	50,697	1987.34%	
	39,100,140	9,717,476	8,704,565	(1,012,911)	-10.42%	
Expenses from Ordinary Activities						
Employee Costs	4,300,140	1,233,832	1,067,797	166,035	13.46%	
Materials and Contracts						
Consultants and Contract Labour	804,600	203,452	149,731	53,722	26.40%	
Communications and Public Consultation	722,800	208,348	90,940	117,408	56.35%	
Landfill Expenses	1,057,400	253,077	181,693	71,384	28.21%	
Office Expenses	259,500	94,987	75,616	19,371	20.39%	
Information Systems	399,300	170,800	34,456	136,344	79.83%	
Building Maintenance	129,200	48,799	25,268	23,531	48.22%	
Plant and Equipment Operating and Hire	1,027,800	413,553	272,936	140,617	34.00%	
RRF Operations	15,355,000	3,344,588	2,416,261	928,327	27.76%	
Waste Minimisation	316,000	79,002	67,551	11,451	14.49%	
Utilities	131,300	98,076	52,745	45,331	46.22%	
Depreciation	1,159,080	289,773	258,049	31,724	10.95%	
Borrowing Cost Expenses	1,417,000	390,301	371,364	18,937	4.85%	
Insurance	127,400	107,600	69,072	38,528	35.81%	
DEP Landfill Levy	4,699,700	469,950	540,856	(70,906)	-15.09%	5
Land Lease/Rental	590,000	142,251	142,258	(7)	0.00%	
Other Expenditure						
Member Costs	149,500	12,000	10,213	1,787	14.89%	
Administration	159,000	39,753	38,394	1,359	3.42%	
Amortisation (LandFill)	4,054,200	1,013,550	1,013,550	0	0.00%	
Amortisation (RRF)	534,600	133,650	133,650	0	0.00%	
	0	0	0			
	37,393,520	8,747,342	7,012,400	1,734,942	19.83%	
Profit on Sale of Assets	27,800	0	0	0	0.00%	
Loss on Sale of Assets	28,700	0	0	0	0.00%	
	(900)	0	0	0	0.00%	
Changes in Net Assets Resulting from Operations	1,705,720	970,134	1,692,165	722,031	74.43%	

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	Total Member User Charges	The drop in revenue is due to the decrease in tonnages from all the Member Councils which is mainly related to seasonal factors.
2	User Charges - City of South Perth	City of South Perth has gone for a tender and they are sending their waste to a commercial landfill.
3	User Charges - Casual Tipping Fees	The drop is mainly attributable to the increase in fees as well as seasonal factors.
4	Contributions, Reimbursements & Donations	The drop in revenue is due to the fact that Tox Free invoices are now directly sent to WALGA for payment. The hazardous waste at Mindarie Regional Council is collected by Tox Free. WALGA has government funding for this cost.
5	DEP Landfill Levy	The increased levy cost is due to higher tonnages going to landfill as a result of RRF Facility not operating at full capacity.

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

Description	Adopted Budget	YTD Budget	YTD Actual	\$ Variance	% Variance
Revenues from Ordinary Activities					
Operating Revenues					
Community Ammenties	39,100,140	9,717,476	8,704,565	(1,012,911)	-10.42%
Total Operating Revenues	39,100,140	9,717,476	8,704,565	(1,012,911)	-10.42%
Profit on Disposal of Assets					
Community Ammenties	27,800	0	0	0	
Total Profit (Loss) on Disposal of Assets	27,800	0	0	0	
Expenses from Ordinary Activities					
Operating Expenses					
Governance	149,500	12,000	10,213	1,787	14.89%
Community Ammenties	19,444,220	4,586,900	3,890,817	696,083	15.18%
Other Property and Sevices	1,027,800	413,553	323,745	89,808	21.72%
Resource Recovery Facility	15,355,000	3,344,588	2,416,261	928,327	27.76%
Total Operating Expenses	35,976,520	8,357,041	6,641,037	1,716,004	20.53%
Loss on Disposal of Assets					
Community Ammenties	28,700	0	0	0	
Total Profit (Loss) on Disposal of Assets	28,700	0	0	0	
Borrowing Costs Expense					
Community Ammenties	880,400	232,400	216,536	15,864	6.83%
Resource Recovery Facility	536,600	157,901	154,828	3,073	1.95%
Total Borrowing Costs Expense	1,417,000	390,301	371,364	18,937	4.85%
NET RESULT	1,705,720	970,134	1,692,165	722,031	74.43%

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

Description	ACTUAL 2009/2010	Movement	ACTUAL 2008/2009	Note
CURRENT ASSETS				
Cash	808,890	663,197	145,693	
Investments	10,304,386	(1,009,789)	11,314,175	
Debtors	3,645,794	1,652,983	1,992,811	
Stock	14,726	5,799	8,927	
Prepayments	178,580	(73,882)	252,462	
Other Current Assets	13,674	(625,742)	639,415	
TOTAL CURRENT ASSETS	14,966,050	612,566	14,353,484	
NON-CURRENT ASSETS				
Land	2,658,127	0	2,658,127	
Buildings & Improvements	1,713,174	(41,061)	1,754,235	
Furniture & Equipment	271,459	(6,074)	277,533	
Plant & Equipment	3,390,353	(171,774)	3,562,127	
Infrastructure - Other	461,386	(4,887)	466,273	
Infrastructure - Excavation	9,072,656	(1,013,550)	10,086,206	
Infrastructure - RRF	8,322,786	107,644	8,215,143	
Infrastructure - Rehabilitation	2,320,719	0	2,320,719	
Work In Progress - Excavation	11,371,319	1,761,231	9,610,088	
Work In Progress - Other	8,162	8,162	0	
Other Non Current Assets	2,066,849	(26,151)	2,093,000	
TOTAL NON-CURRENT ASSETS	41,656,991	613,540	41,043,451	
TOTAL ASSETS	56,623,042	1,226,106	55,396,935	
CURRENT LIABILITIES				
Creditors	1,898,542	68,861	1,829,681	
Provisions	510,341	21,715	488,626	
Loans Leases Overdrafts	1,826,922	(605,804)	2,432,725	
Accruals	1,614,808	(9,821)	1,624,629	
Other Current Liabilities	0	0	0	
TOTAL CURRENT LIABILITIES	5,850,613	(525,049)	6,375,661	
NON CURRENT LIABILITIES				
Loans Leases Overdrafts	19,501,151	0	19,501,151	
Other Non Current Liabilities	4,936,000	13,892	4,922,108	
TOTAL NON CURRENT LIABILITIES	24,437,151	13,892	24,423,259	
TOTAL LIABILITIES	30,287,764	(511,157)	30,798,920	
NET ASSETS	26,335,278	1,737,263	24,598,015	
EQUITY				
Retained Surplus	24,007,269	1,692,165	22,315,104	
Reserves	137,999	0	137,999	
Council Contribution	2,190,010	45,098	2,144,911	
TOTAL EQUITY	26,335,278	1,737,263	24,598,015	

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

Description	Adopted Budget	YTD Actual	% to Revised Budget
PLANT, VEHICLES AND MACHINERIES			
Plant and Vehicles			
Replacement of Operation's Foreman Vehicle	38,500	0	
Replacement of Operation's Manager Vehicle	47,900	0	
Replacement of Fire Vehicle	45,500	0	
Replacement of Executive Vehicle	51,000	0	
Replacement of Executive Vehicle	50,000	0	
Replacement of Skid Steer Loader No.2	85,000	0	
Replace 2x 30m3 Transfer Bins	27,000	0	
Replacement of Workshop Vehicle	29,500	0	
Vehicle Tray - Welder's Vehicle	7,000	0	
New Utility Vehicle-Marketing and Education	44,000	0	
	425,400	0	0.00%
Machinery and Equipment			
New Tarpomatic System	240,000	0	
New LGF Monitoring System	20,000	0	
New Paint Can Crusher	30,000	0	
Upgrade Recycling Centre Cameras	7,000	6,480	92.57%
	297,000	6,480	2.18%
TOTAL PLANT, VEHICLES AND MACHINERIES	722,400	6,480	0.90%
FURNITURE AND EQUIPMENT			
Computer Equipment			
Replacement of Laptop (Operations Manager)	3,500	0	
Replacement of Desktop PC (Finance Officer-Reporting)	1,500	0	
Replacement of Desktop PC (Foreman)	1,500	0	
Replacement of Desktop PC (Environmental Officer)	1,500	0	
Replacement of Laptop (Administration Manager)	2,500	2,149	85.96%
Replacement of Laptop (Waste Education Officer)	2,500	2,149	85.96%
Various Replacement Printers and Computing Equipments	15,000	5,959	39.72%
New Desktop PC (Finance Officer-Accts Payable)	1,500	0	
Additional UPS System (Admin and Recycling)	2,000	0	
	31,500	10,257	32.56%
Office Furniture and Equipment			
Replacement of Furniture and Equipment	26,400	2,965	11.23%
Purchase of New Office Equipment	13,000	0	
3x Storage Cabinets	5,000	2,771	55.42%
	44,400	5,736	12.92%
TOTAL FURNITURE AND EQUIPMENT	75,900	15,993	21.07%
LAND AND BUILDINGS			
Land			
<i>brought forward item:</i>			
Land Purchase (New Landfill Site)	12,000,000	0	
	12,000,000	0	0.00%
Buildings			
Workshop Extension (Work in Progress)	250,000	0	
Ground Maintenance Shed	10,000	0	0.00%
Chemical Toilet Facilities	15,000	0	
	275,000	0	0.00%
TOTAL LAND AND BUILDINGS	12,275,000	0	0.00%

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

Description	Adopted Budget	YTD Actual	% to Revised Budget
INFRASTRUCTURE			
Operations			
Litter Control Fences (Work in Progress)	75,000	8,162	10.88%
Reticulation	7,000	0	
Upgrade Recycling Centre Water Main	10,000	0	
<i>brought forward item:</i>			
Surveillance and Boom Gate	15,000	11,780	78.53%
	107,000	19,942	18.64%
Resource Recovery Facility			
Site Infrastructure	829,000	215,143	
	829,000	215,143	25.95%
TOTAL INFRASTRUCTURE	936,000	235,085	25.12%
LANDFILL EXCAVATIONS			
Excavation - Phase3 Stage2			
Construction	8,208,700	0	
Design	300,000	57,914	
Excavation/Earthworks	7,720,000	1,694,115	
MRC Project Manager	40,000	2,313	
Siteworks, Survey, Etc.	20,000	6,890	
TOTAL LANDFILL EXCAVATIONS	16,288,700	1,761,231	10.81%

INFORMATION ON BORROWINGS

(a) Loan Schedule and Interest Expense

Actual

	Value of Loan Approved	Matures	Interest Rates	Principal 01/07/2009	Principal Drawn Down to 31/08/2009	Principal Repayments Actual to 31/08/2009	Principal Outstanding Actual to 31/08/2009	Interest Repayments Actual to 31/08/2009	Note
Community Amenities									
Tamala Park Landfill									
Loan 8 - Building Upgrade	650,000	May-14	6.45%	376,435	0	15,926	360,509	6,033	2
Loan 12 - Construction Stage 2 Phase 2	15,000,000	Mar-12	5.98%	11,249,969	0	416,670	10,833,299	165,980	3
Loan 13 - Redraw for Phase 3 Landfill	6,600,000			0	0	0	0	0	
Loan 14 - New Landfill Purchase	12,000,000			0	0	0	0	0	
Regional Resource Recovery Facility									
Loan 11 - RRF Land Purchase	3,500,000	May-25	5.97%	1,940,815	0	45,098	1,895,717	28,829	2
Loan 10a - RRF Infrastructure	2,000,000	Mar-25	6.16%	1,766,658	0	16,999	1,749,659	27,241	2
Loan 10b - RRF Infrastructure (Interest Only)	2,600,000		Variable	2,600,000	0	0	2,600,000	23,197	1
Loan 10c - RRF Infrastructure	4,000,000	Jun-14	7.97%	4,000,000	0	111,111	3,888,889	104,390	
TOTAL	46,350,000			21,933,877	0	605,804	21,328,073	355,669	
						Facility Fee		15,694	
						Total Borrowing Costs		371,364	

Note 1: Loan 10b - \$2,600,000 has a variable rate of 3.55% for the month of September 2009.

Note 2: Total Loan Interest accrued for September 2009 = \$37,277.09.

Note 3: Principal payments are made quarterly.

ATTACHMENT TWO
TO ITEM 8.2.1
ORDINARY COUNCIL MEETING
10 DECEMBER 2009
FINANCIAL STATEMENT FOR THE PERIOD ENDED
31 OCTOBER 2009



MANAGEMENT FINANCIAL STATEMENTS

**FOR THE MONTH ENDED
31 OCTOBER 2009**

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

Description	Adopted Budget	YTD Budget	YTD Actual	\$ Variance	% Variance	Note
Revenue form Ordinary Activities						
User Charges						
User Charges - City of Perth	1,930,400	643,468	584,807			
User Charges - City of Waneroo	7,570,900	2,523,632	2,543,119			
User Charges - City of Joondalup	7,418,100	2,472,700	2,344,908			
User Charges - City of Stirling	8,376,000	2,792,000	2,596,792			
User Charges - Town of Cambridge	1,224,000	408,000	403,074			
User Charges - Town of Vincent	1,687,800	562,600	488,333			
User Charges - Town of Victoria Park	1,728,200	576,068	507,697			
User Charges - RRF Residues	1,980,000	660,000	481,412			
Total Member User Charges	31,915,400	10,638,468	9,950,141	(688,327)	-6.47%	1
User Charges - City of South Perth	337,100	112,368	13,237	(99,131)	-88.22%	2
User Charges - Casual Tipping Fees	5,018,140	1,672,712	1,477,948	(194,764)	-11.64%	3
Total User Charges	37,270,640	12,423,548	11,441,326	(982,222)	-7.91%	
Service Charges						
Sale of Recyclable Materials	240,000	80,000	209,119	129,119	161.40%	
Sale of Limestone						
Gas Power Generation Sales	550,000	86,000	85,117	(883)		
Grants & Subsidies	320,000	80,000	80,000	0	0.00%	
Contributions, Reimbursements & Donations	340,100	114,004	72,037	(41,967)	-36.81%	4
Interest Earnings	369,200	123,068	147,784	24,716	20.08%	
Other Revenue	10,200	2,568	66,407	63,839	2485.94%	
	39,100,140	12,909,188	12,101,790	(807,398)	-6.25%	
Expenses from Ordinary Activities						
Employee Costs	4,300,140	1,630,459	1,458,764	171,695	10.53%	
Materials and Contracts						
Consultants and Contract Labour	804,600	241,268	229,140	12,128	5.03%	
Communications and Public Consultation	722,800	256,288	121,499	134,789	52.59%	
Landfill Expenses	1,057,400	318,078	313,254	4,824	1.52%	
Office Expenses	259,500	112,104	90,157	21,947	19.58%	
Information Systems	399,300	187,800	89,267	98,533	52.47%	
Building Maintenance	129,200	61,432	34,791	26,641	43.37%	
Plant and Equipment Operating and Hire	1,027,800	481,804	459,086	22,718	4.72%	
RRF Operations	15,355,000	4,621,673	3,624,845	996,828	21.57%	
Waste Minimisation	316,000	127,503	120,864	6,639	5.21%	
Utilities	131,300	101,768	55,367	46,401	45.60%	
Depreciation	1,159,080	386,364	344,471	41,893	10.84%	
Borrowing Cost Expenses	1,417,000	509,568	479,977	29,591	5.81%	
Insurance	127,400	127,400	139,436	(12,036)	-9.45%	5
DEP Landfill Levy	4,699,700	626,600	727,211	(100,611)	-16.06%	6
Land Lease/Rental	590,000	189,668	189,677	(9)	0.00%	
Other Expenditure						
Member Costs	149,500	16,000	10,213	5,787	36.17%	
Administration	159,000	59,671	65,341	(5,670)	-9.50%	
Amortisation (LandFill)	4,054,200	1,351,400	1,351,400	0	0.00%	
Amortisation (RRF)	534,600	178,200	178,200	0	0.00%	
	0	0	0			
	37,393,520	11,585,048	10,082,962	1,502,086	12.97%	
Profit on Sale of Assets	27,800	0	0	0	0.00%	
Loss on Sale of Assets	28,700	0	0	0	0.00%	
	(900)	0	0	0	0.00%	
Changes in Net Assets Resulting from Operations	1,705,720	1,324,140	2,018,828	694,688	52.46%	

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	Total Member User Charges	The drop in revenue is due to the decrease in tonnages from all the Member Councils which is mainly related to seasonal factors.
2	User Charges - City of South Perth	City of South Perth has gone for a tender and they are sending their waste to a commercial landfill.
3	User Charges - Casual Tipping Fees	The drop is mainly attributable to the increase in fees as well as seasonal factors.
4	Contributions, Reimbursements & Donations	The drop in revenue is due to the fact that Tox Free invoices are now directly sent to WALGA for payment. The hazardous waste at Mindarie Regional Council is collected by Tox Free. WALGA has government funding for this cost.
5	Insurance	The higher cost of insurance premium over the budget is due to the replacement of TANA G400 to Bomag Compactor which attracted a higher premium.
6	DEP Landfill Levy	The increased levy cost is due to higher tonnages going to landfill as a result of RRF Facility not operating at full capacity.

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

Description	Adopted Budget	YTD Budget	YTD Actual	\$ Variance	% Variance
Revenues from Ordinary Activities					
Operating Revenues					
Community Ammenties	39,100,140	12,909,188	12,101,790	(807,398)	-6.25%
Total Operating Revenues	39,100,140	12,909,188	12,101,790	(807,398)	-6.25%
Profit on Disposal of Assets					
Community Ammenties	27,800	0	0	0	
Total Profit (Loss) on Disposal of Assets	27,800	0	0	0	
Expenses from Ordinary Activities					
Operating Expenses					
Governance	149,500	16,000	10,213	5,787	36.17%
Community Ammenties	19,444,220	5,956,003	5,521,896	434,107	7.29%
Other Property and Sevices	1,027,800	481,804	446,031	35,773	7.42%
Resource Recovery Facility	15,355,000	4,621,673	3,624,845	996,828	21.57%
Total Operating Expenses	35,976,520	11,075,480	9,602,985	1,472,495	13.30%
Loss on Disposal of Assets					
Community Ammenties	28,700	0	0	0	
Total Profit (Loss) on Disposal of Assets	28,700	0	0	0	
Borrowing Costs Expense					
Community Ammenties	880,400	308,700	282,336	26,364	8.54%
Resource Recovery Facility	536,600	200,868	197,641	3,227	1.61%
Total Borrowing Costs Expense	1,417,000	509,568	479,977	29,591	5.81%
NET RESULT	1,705,720	1,324,140	2,018,828	694,688	52.46%

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

Description	ACTUAL 2009/2010	Movement	ACTUAL 2008/2009	Note
CURRENT ASSETS				
Cash	1,719,527	1,573,834	145,693	
Investments	10,304,386	(1,009,789)	11,314,175	
Debtors	3,430,540	1,437,729	1,992,811	
Stock	9,800	873	8,927	
Prepayments	124,367	(128,095)	252,462	
Other Current Assets	281,636	(357,780)	639,415	
TOTAL CURRENT ASSETS	15,870,255	1,516,771	14,353,484	
NON-CURRENT ASSETS				
Land	2,658,127	0	2,658,127	
Buildings & Improvements	1,699,487	(54,748)	1,754,235	
Furniture & Equipment	268,791	(8,742)	277,533	
Plant & Equipment	3,353,276	(208,850)	3,562,127	
Infrastructure - Other	457,732	(8,540)	466,273	
Infrastructure - Excavation	8,734,806	(1,351,400)	10,086,206	
Infrastructure - RRF	8,438,094	222,951	8,215,143	
Infrastructure - Rehabilitation	2,320,719	0	2,320,719	
Work In Progress - Excavation	11,843,129	2,233,042	9,610,088	
Work In Progress - Other	8,162	8,162	0	
Other Non Current Assets	2,058,132	(34,868)	2,093,000	
TOTAL NON-CURRENT ASSETS	41,840,457	797,006	41,043,451	
TOTAL ASSETS	57,710,712	2,313,777	55,396,935	
CURRENT LIABILITIES				
Creditors	3,907,951	2,078,270	1,829,681	
Provisions	514,135	25,508	488,626	
Loans Leases Overdrafts	1,772,923	(659,802)	2,432,725	
Accruals	413,199	(1,211,429)	1,624,629	
Other Current Liabilities	0	0	0	
TOTAL CURRENT LIABILITIES	6,608,208	232,547	6,375,661	
NON CURRENT LIABILITIES				
Loans Leases Overdrafts	19,501,151	0	19,501,151	
Other Non Current Liabilities	4,939,412	17,304	4,922,108	
TOTAL NON CURRENT LIABILITIES	24,440,563	17,304	24,423,259	
TOTAL LIABILITIES	31,048,771	249,850	30,798,920	
NET ASSETS	26,661,941	2,063,927	24,598,015	
EQUITY				
Retained Surplus	24,333,933	2,018,828	22,315,104	
Reserves	137,999	0	137,999	
Council Contribution	2,190,010	45,098	2,144,911	
TOTAL EQUITY	26,661,941	2,063,927	24,598,015	

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

Description	Adopted Budget	YTD Actual	% to Revised Budget
PLANT, VEHICLES AND MACHINERIES			
Plant and Vehicles			
Replacement of Operation's Foreman Vehicle	38,500	0	
Replacement of Operation's Manager Vehicle	47,900	0	
Replacement of Fire Vehicle	45,500	0	
Replacement of Executive Vehicle	51,000	0	
Replacement of Executive Vehicle	50,000	0	
Replacement of Skid Steer Loader No.2	85,000	0	
Replace 2x 30m3 Transfer Bins	27,000	22,560	83.56%
Replacement of Workshop Vehicle	29,500	0	
Vehicle Tray - Welder's Vehicle	7,000	0	
New Utility Vehicle-Marketing and Education	44,000	0	
	425,400	22,560	5.30%
Machinery and Equipment			
New Tarpomatic System	240,000	0	
New LGF Monitoring System	20,000	0	
New Paint Can Crusher	30,000	0	
Upgrade Recycling Centre Cameras	7,000	6,480	92.57%
	297,000	6,480	2.18%
TOTAL PLANT, VEHICLES AND MACHINERIES	722,400	29,040	4.02%
FURNITURE AND EQUIPMENT			
Computer Equipment			
Replacement of Laptop (Operations Manager)	3,500	0	
Replacement of Desktop PC (Finance Officer-Reporting)	1,500	0	
Replacement of Desktop PC (Foreman)	1,500	864	57.59%
Replacement of Desktop PC (Envrironmental Officer)	1,500	0	
Replacement of Laptop (Administration Manager)	2,500	2,149	85.96%
Replacement of Laptop (Waste Education Officer)	2,500	2,149	85.96%
Various Replacement Printers and Computing Equipments	15,000	7,106	47.37%
New Desktop PC (Finance Officer-Accts Payable)	1,500	0	
Additional UPS System (Admin and Recycling)	2,000	0	
	31,500	12,268	38.95%

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

Description	Adopted Budget	YTD Actual	% to Revised Budget
Office Furniture and Equipment			
Replacement of Furniture and Equipment	26,400	5,731	21.71%
Purchase of New Office Equipment	13,000	0	
3x Storage Cabinets	5,000	2,771	55.42%
	44,400	8,502	19.15%
TOTAL FURNITURE AND EQUIPMENT	75,900	20,771	27.37%
LAND AND BUILDINGS			
Land			
<i>brought forward item:</i>			
Land Purchase (New Landfill Site)	12,000,000	0	
	12,000,000	0	0.00%
Buildings			
Workshop Extension (Work in Progress)	250,000	0	
Ground Maintenance Shed	10,000	0	
Chemical Toilet Facilities	15,000	0	
	275,000	0	0.00%
TOTAL LAND AND BUILDINGS	12,275,000	0	0.00%
INFRASTRUCTURE			
Operations			
Litter Control Fences (Work in Progress)	75,000	8,162	10.88%
Reticulation	7,000	0	
Upgrade Recycling Centre Water Main	10,000	0	
<i>brought forward item:</i>			
Surveillance and Boom Gate	15,000	13,780	91.87%
	107,000	21,942	20.51%
Resource Recovery Facility			
Site Infrastructure	829,000	366,283	44.18%
	829,000	366,283	44.18%
TOTAL INFRASTRUCTURE	936,000	388,225	41.48%
LANDFILL EXCAVATIONS			
Excavation - Phase3 Stage2			
Construction	8,208,700	0	
Design	300,000	79,244	
Excavation/Earthworks	7,720,000	2,143,908	
MRC Project Manager	40,000	3,000	
Siteworks, Survey, Etc.	20,000	6,890	
	16,288,700	2,233,042	13.71%

INFORMATION ON BORROWINGS

(a) Loan Schedule and Interest Expense

Actual	Value of Loan Approved	Matures	Interest Rates	Principal 01/07/2009	Principal Drawn Down to 31/08/2009	Principal Repayments		Interest Actual to 31/08/2009	Note
						Actual to 31/08/2009	Outstanding 31/08/2009		
Community Amenities									
Tamala Park Landfill									
Loan 8 - Building Upgrade	650,000	May-14	6.45%	376,435	0	15,926	360,509	8,008	2
Loan 12 - Construction Stage 2 Phase 2	15,000,000	Mar-12	5.98%	11,249,969	0	416,670	10,833,298	220,193	3
Loan 13 - Redraw for Phase 3 Landfill	6,600,000			0	0	0	0	0	
Loan 14 - New Landfill Purchase	12,000,000			0	0	0	0	0	
Regional Resource Recovery Facility									
Loan 11 - RRF Land Purchase	3,500,000	May-25	5.97%	1,940,815	0	45,098	1,895,717	38,441	2
Loan 10a - RRF Infrastructure	2,000,000	Mar-25	6.16%	1,766,658	0	33,960	1,732,698	36,377	2
Loan 10b - RRF Infrastructure (Interest Only)	2,600,000		Variable	2,600,000	0	0	2,600,000	30,976	1
Loan 10c - RRF Infrastructure	4,000,000	Jun-14	7.97%	4,000,000	0	148,148	3,851,852	130,288	
TOTAL	46,350,000			21,933,877	0	659,802	21,274,074	464,282	
						Facility Fee		15,694	
						Total Borrowing Costs		479,977	

Note 1: Loan 10b - \$2,600,000 has a variable rate of 4.00% for the month of October 2009.

Note 2: Total Loan Interest accrued for October 2009 = \$31,129.77

Note 3: Principal payments are made quarterly.

**ITEM 8.2.2 LIST OF PAYMENTS MADE FOR THE MONTHS ENDED
30 SEPTEMBER 2009 AND 31 OCTOBER 2009**

File No: FIN/5-02 (D/09/6551)

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

Author: Kalwant Dhillon

SUMMARY

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

COMMENT

The lists of payments for the months ended 30 September 2009 and 31 October 2009 are at Attachment One and Two to this Item and are presented for endorsement. Payments have been made in accordance with delegations that allow payments between meetings and are subsequently required to be presented to the next Council meeting following such payments. Further, at the Ordinary Council Meeting held on 23 October 2008, 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 September 2009	General Municipal	4307 - 4467 DP 285 – DP 299 EFT 203 - EFT 207	\$2,546,369.48
31 October 2009	General Municipal	4468 - 4638 DP 300 – DP 311 EFT 208 – EFT 210	\$2,838,626.06

MRC OFFICER RECOMMENDATION

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

ATTACHMENT ONE
TO ITEM 8.2.2
ORDINARY COUNCIL MEETING
10 DECEMBER 2009
LIST OF PAYMENTS MADE FOR THE MONTH ENDED
30 SEPTEMBER 2009

Schedule of Payment for September 2009
Council Meeting - 10th December 2009

Cheque Posting Date	Document No.	Vendor Name	Description	Cheque Amount
3/09/2009	4307	Advanced Matting	Blinds for Education Centre	\$2,132.45
3/09/2009	4308	BHW Consulting	Consultancy - Local Law write up for MRC landfill facility	\$4,136.00
3/09/2009	4309	CARDNO (WA) PTY LTD	Professional services - RRF Panel compost work	\$8,114.43
3/09/2009	4310	City of Wanneroo	RRF Nseerabup council rates	\$12,862.14
3/09/2009	4311	Command A Com	Maintenance of EFTPOS machines	\$269.50
3/09/2009	4312	Cube Consulting Pty Ltd	Monthly maintenance In-Control/In-Tuition	\$786.50
3/09/2009	4313	DRAGE SIGNS	Household Hazardous Waste banner amendments	\$187.00
3/09/2009	4314	FILTER SUPPLIES	Air Filters for Bomag Compactor	\$243.03
3/09/2009	4315	JUST SPECTACLES CLARKSON	Wellness Program	\$558.00
3/09/2009	4316	NATIONAL TYRES	Repair & maintenance for Caterpillar loader	\$429.00
3/09/2009	4317	Northern Districts Pest Management	Building Maintenance - Pest Control	\$154.00
3/09/2009	4318	PURE AIR FILTERS	Repair & maintenance - Dump truck air filters	\$202.40
3/09/2009	4319	QUINNS ROCK CABINETS & MAINTEN	Hire of water truck for leachate removal	\$9,196.00
3/09/2009	4320	Rapier	Brick Paving for Education Centre	\$600.00
3/09/2009	4321	SCOPE BUSINESS IMAGING	Photocopying Expenses	\$11.00
3/09/2009	4322	TELSTRA	Telephone Expenses	\$264.46
3/09/2009	4323	Cancelled	CANCELLED CHEQUE	\$0.00
3/09/2009	4324	W CONSULTING PTY LTD	Project advisory meeting April-August'09	\$3,630.00
3/09/2009	4325	Blackwoods & Atkins	Staff Uniforms & Protective Clothing	\$701.85
3/09/2009	4326	Bunnings Building Supplies	Replace garage doors for care taker's house	\$566.40
3/09/2009	4327	CAR CARE WA	Maintenance of motor vehicles	\$440.00
3/09/2009	4328	Equilibrium Communication	Printing of fridge calendars	\$5,913.60
3/09/2009	4329	Excel Window Cleaning	Window cleaning at site	\$285.00
3/09/2009	4330	Great O'Brien	Contract labour - Education Centre	\$600.00
3/09/2009	4331	Great Southern Sands	Excavation work of Phase 3 stage 2 project	\$201,347.99
3/09/2009	4332	Hewlett Packard Australia Pty Ltd	Annual technical support for HP software	\$3,000.49
3/09/2009	4333	Jasneat	Cleaning services	\$1,370.37
3/09/2009	4334	KINROSS SUPA IGA	Staff Amenities	\$205.87
3/09/2009	4335	Salmat MediaForce	Distribution of Household Hazardous Waste flyers	\$494.80
3/09/2009	4336	SJM Fencing	Reinstall litter fence at rear of workshop	\$8,978.64
3/09/2009	4337	WA Local Government Association	Advertising expenses	\$5,904.71
3/09/2009	4338	WATER CORPORATION	Water usage onsite 16/1/09 - 21/07/09	\$1,451.30
3/09/2009	4339	WesTrac Pty Ltd	Repair & maintenance - Multi terrain loader	\$1,149.77
3/09/2009	4340	Woodhouse Legal	Legal fees	\$3,352.80
3/09/2009	4341	WORK CLOBBER	Safety shoes	\$347.40
3/09/2009	4342	Yakka Pty Ltd	Staff Uniforms	\$336.60
4/09/2009	4343	Keyfast Bulk Haulage Pty Ltd	Limestone Crushing	\$88,234.86
8/09/2009	4346	Mindarie Regional Council	Reimbursement- Waste Conference, Tasmania	\$1,636.25
9/09/2009	4347	QUINNS ROCK CABINETS & MAINTEN	Plant Hire Costs- Leachate removal	\$5,016.00
11/09/2009	4348	Mindarie Regional Council	Petty cash reimbursements	\$934.00

11/09/2009	4349 Mindarie Regional Council Staff Lotto Account	Staff Lotto - Deduction made from staff salary	\$370.00
14/09/2009	4350 ALINTA GAS	Gas usage	\$61.05
14/09/2009	4351 Belridge Bus Charter	Education centre - Bus tours	\$165.00
14/09/2009	4352 CAR CARE WA	Maintenance of motor vehicles	\$250.00
14/09/2009	4353 Castle Security & Electrical Pty	Quarterly payment - Monitoring Building security	\$415.80
14/09/2009	4354 Chauffeur Services	Education centre - Bus tours	\$200.00
14/09/2009	4355 CLEAN SWEEP	Road sweeping at Tamala Park	\$1,168.75
14/09/2009	4356 Domain Catering	Catering - CEO Performance Review meeting with Councillors	\$303.75
14/09/2009	4357 DRAGE SIGNS	Reinstall lettering and logo on reception wall	\$176.00
14/09/2009	4358 Edith Cowan University	Research project sponsorship 2008/09	\$11,000.00
14/09/2009	4359 EMRC	Contractors - Mattress Recycling	\$2,068.00
14/09/2009	4360 GOLDER ASSOCIATES PTY LTD	Professional services - Stage 1 Phase 2 tie in liner works and ramp backfill.	\$8,747.86
14/09/2009	4361 Great Southern Sands	Excavation work of Phase 3 stage 2 project	\$68,943.87
14/09/2009	4362 Greenworld Indoor Gardens	Plants rental	\$332.82
14/09/2009	4363 H & L GLASS	Replace winscreen for skid steer loader	\$330.00
14/09/2009	4364 Horizons West Bus & Coachlines	Education centre - Bus tours	\$400.00
14/09/2009	4365 IW Projects	Contract Labour External - Projects	\$6,488.90
14/09/2009	4366 JUST SPECTACLES CLARKSON	Wellness Program	\$873.00
14/09/2009	4367 KINROSS SUPA IGA	Staff Amenities	\$335.16
14/09/2009	4368 L & T Venables	Expendable Tools	\$311.51
14/09/2009	4369 METTLER TOLEDO LIMITED	Weighbridge service & calibration	\$2,794.58
14/09/2009	4370 NATIONAL TYRES	Repair & maintenance - Cat 966HW	\$429.00
14/09/2009	4371 Red 11 Pty Ltd	Purchase of Computer Equipment	\$1,958.46
14/09/2009	4372 Richards Mining Service	Staff training - Fork lift course	\$445.00
14/09/2009	4373 SBS Sims Group	Ewaste recycling contractor	\$1,780.35
14/09/2009	4374 Dept of Planning & Infrastructure Fremantle Office	Vehicle seach- July/09	\$16.80
14/09/2009	4375 ST JOHN AMBULANCE	Defibrillator & accessories	\$3,308.60
14/09/2009	4376 Staff Link	Bushland & tubeline management	\$6,847.18
14/09/2009	4377 The Funk Factory	Education Centre	\$2,090.00
14/09/2009	4378 The Hangman	Expendable tools	\$1,716.00
14/09/2009	4379 THE PRINTING FACTORY	Operator machine checklist	\$2,263.14
14/09/2009	4380 The Royal Life Saving Society Australia	Safety & emergency hand books	\$241.20
14/09/2009	4381 United Equipment	Repairs & maintenance - Forklift	\$423.37
14/09/2009	4382 URS	Professional services - RRF Infrastructure	\$11,984.50
14/09/2009	4383 WA Local Government Association	LGC 2009 conference	\$796.00
15/09/2009	4384 Blackwoods & Atkins	Workshop expendable tools	\$370.10
15/09/2009	4385 Computer Information Services	TRIM Support Consultancy	\$1,100.00
15/09/2009	4386 Keyfast Bulk Haulage Pty Ltd	Limestone Crushing	\$63,522.22
15/09/2009	4388 Keynote Conferences	Registrations for Waste Conference - 2009	\$16,063.00
15/09/2009	4389 Mac Fabrications	Expendable Tools	\$1,813.90
15/09/2009	4390 Midalia Steel	Expendable Tools	\$297.79
15/09/2009	4391 Town of Vincent	Reimbursement of expenses under lease agreement	\$5,232.81
21/09/2009	4392 Mindarie Regional Council	Petty cash reimbursements	\$975.50
25/09/2009	4393 Air Liquide WA Pty Ltd	Repair & maintenance - Air cylinder for dump truck	\$191.29
25/09/2009	4394 Alance Newspaper & Magazine Delivery	Monthly Periodicals/Publications	\$119.00

25/09/2009	4395 ALLMARK PROMOTIONS	Supply of coasters for Waste Conference 2009	\$726.00
25/09/2009	4396 ARMAGUARD	Monthly cash collection fee	\$638.15
25/09/2009	4397 AT Hydraulics	Repair & maintenance - Tana	\$513.70
25/09/2009	4398 Australian Institute of Management	Staff training	\$810.00
25/09/2009	4399 Blackwoods & Atkins	Expendable Tools	\$1,852.09
25/09/2009	4400 CALTEX AUSTRALIA PETROLEUM PTY	Fuel & oil	\$516.41
25/09/2009	4401 ChemCert WA	Staff training	\$830.00
25/09/2009	4402 Command A Com	Repair & maintenance - Handheld radios on site vehicles	\$275.00
25/09/2009	4403 Coventrys	Expendable Tools	\$938.48
25/09/2009	4404 Davro Interiors	Supply of storage cupboards	\$2,688.40
25/09/2009	4405 Domain Catering	Catering for earth carers training	\$770.75
25/09/2009	4406 DRAGE SIGNS	Household Hazardous Waste banner amendments	\$187.00
25/09/2009	4407 DRIVE IN ELECTRICS	Repair & maintenance - Tana	\$507.00
25/09/2009	4408 EMRC	Recycling Contractors - Mattresses	\$2,772.00
25/09/2009	4409 FILTER SUPPLIES	Repair & maintenance - Oil filters for onsite vehicles	\$1,420.87
25/09/2009	4410 Ford & Doonan	Building maintenance - Air conditioning at RRF	\$13,500.00
25/09/2009	4411 Fuji Xerox Australia Pty Ltd	Photocopying paper & delivery charges	\$387.20
25/09/2009	4412 GOLDER ASSOCIATES PTY LTD	Professional services - Stage 2 Phase 3 design	\$54,957.09
25/09/2009	4413 Instant Products Group	Supplies for public toilet at the site	\$1,205.82
25/09/2009	4414 Iron Mountain Australia Pty Ltd	Records management monthly fee	\$4.53
25/09/2009	4415 Joondalup Office National	Office Stationery	\$611.13
25/09/2009	4416 JOONDALUP RESORT	CEAG Meeting 28/08/2009	\$789.50
25/09/2009	4417 JUST SPECTACLES CLARKSON	Wellness Program	\$542.00
25/09/2009	4418 Keyfast Bulk Haulage Pty Ltd	Limestone Crushing	\$36,040.80
25/09/2009	4419 Local Government Managers Australia	Subscriptions - Yearly LGMA membership	\$736.00
25/09/2009	4420 Magicorp Pty Ltd	Monthly telephone subscription	\$103.40
25/09/2009	4421 MAGNETIC AUTOMATION PTY LTD	Building maintenance - Security gates	\$484.00
25/09/2009	4422 NATIONWIDE OIL	Contractor - Waste oil collection	\$376.20
25/09/2009	4423 OPTUS COMMUNICATIONS	Telephone Expenses	\$1,109.61
25/09/2009	4424 PAGE DATA (WA)	Purchase of Computer Equipment	\$24,134.00
25/09/2009	4425 Print Acumen Pty Ltd	Printing of stationaries	\$656.00
25/09/2009	4426 Reliance Petroleum	Distillate	\$30,399.38
25/09/2009	4427 Rhonda Evans	Financial system support & maintenance - August'09	\$1,355.20
25/09/2009	4428 SCOPE BUSINESS IMAGING	Photocopying Expenses	\$719.94
25/09/2009	4429 SHERIDAN'S FOR BADGES	Staff Badges	\$74.76
25/09/2009	4430 Cancelled	CANCELLED CHEQUE	\$0.00
25/09/2009	4431 ST JOHN AMBULANCE	First Aid Expenses	\$104.00
25/09/2009	4432 STEVE'S MOBILE TYRE SERVICE	Puncture repair for Hino Bin truck	\$280.00
25/09/2009	4433 SURVEY GRAPHICS	Aerial Survey of RRF	\$10,220.10
25/09/2009	4434 SYNNOTT MULHOLLAND MANAGEMENT	Contract External labour - Marketing & Education Program	\$15,378.00
25/09/2009	4435 TELSTRA	Telephone Expenses	\$412.86
25/09/2009	4436 Town of Victoria Park	Reimbursement of expenses under lease agreement	\$5,756.09
25/09/2009	4437 WA Local Government Association	2009/10 Waste advisory council contribution	\$39,690.06
25/09/2009	4438 WANNEROO PLUMBING SERVICE	Repair washdown pipe for external toilets	\$407.00
25/09/2009	4439 Western Plant Hire (WA) Pty Ltd	Plant Hire Costs- Excavator & operator	\$4,098.60

25/09/2009	4440	WesTrac Pty Ltd	Repair & maintenance - Articulated dump truck	\$2,641.30
25/09/2009	4441	Woodhouse Legal	Legal services	\$2,318.80
25/09/2009	4442	Yakka Pty Ltd	Staff uniforms	\$921.89
25/09/2009	4443	AUSTRALIA POST - JOONDALUP	Postage & Freight	\$637.33
25/09/2009	4444	S & W WESTON ENTERPRISES	Company logo for staff uniform	\$55.00
25/09/2009	4445	BOBJANE TMART	Tyres for Nissan Navara Dual Cab	\$757.50
25/09/2009	4446	Great Southern Sands	Excavation work of Phase 3 stage 2 project	\$183,031.75
25/09/2009	4447	HSE Control Pty Ltd	Contract Labour external - Environmental Program	\$13,561.90
25/09/2009	4448	Menaglio Security & Communication	Upgrade camera digital recorder for recycling centre	\$7,128.00
25/09/2009	4449	City of Joondalup	Lease Fee Lot 118 Marmion Ave for October '09	\$8,693.55
25/09/2009	4450	City of Perth	Lease Fee Lot 118 Marmion Ave for October '09	\$4,346.77
25/09/2009	4451	City of Stirling	Lease Fee Lot 118 Marmion Ave for October '09	\$17,387.10
25/09/2009	4452	City of Wanneroo	Lease Fee Lot 118 Marmion Ave for October '09	\$8,693.55
25/09/2009	4453	Town of Cambridge	Lease Fee Lot 118 Marmion Ave for October '09	\$4,346.77
25/09/2009	4454	Town of Victoria Park	Lease Fee Lot 118 Marmion Ave for October '09	\$4,346.77
25/09/2009	4455	Town of Vincent	Lease Fee Lot 118 Marmion Ave for October '09	\$4,346.77
28/09/2009	4456	IW Projects	Contract Labour External - Projects	\$31,015.05
28/09/2009	4457	Red 11 Pty Ltd	Computer Equipment	\$1,736.01
29/09/2009	4458	Asteron Portfolio Services	Superannuation premium	\$309.42
29/09/2009	4459	CBUS	Superannuation premium	\$309.42
29/09/2009	4460	CHILD SUPPORT	Child Support Allowance payment - Deduction made from staff salary	\$467.17
29/09/2009	4461	Health Insurance Fund of WA	Superannuation premium	\$282.60
29/09/2009	4462	HESTA SUPER FUND	Superannuation premium	\$1,386.35
29/09/2009	4463	Mindarie Regional Council Staff Lotto Account	Lotto - Deduction made from staff salary	\$370.00
29/09/2009	4464	Portfoliofocus - Premium Retirement Services	Superannuation premium	\$3,485.00
29/09/2009	4465	REST Superannuation	Superannuation premium	\$416.22
29/09/2009	4466	WALGS PLAN PTY LTD	Superannuation premium	\$33,124.16
29/09/2009	4467	WESTSCHEME	Superannuation premium	\$648.00
			Total Cheque Payments	\$1,202,509.14
1/09/2009	DP-00285	National Australia Bank	Merchant fees for September '09	\$866.63
1/09/2009	DP-00286	inet Limited	Internet VOIP charge	\$399.80
1/09/2009	DP-00287	National Australia Bank	National Online Fee	\$58.60
2/09/2009	DP-00288	Commonwealth Bank of Australia	Audit fee Certificate/confirmation from Commonwealth Bank	\$70.00
15/09/2009	DP-00289	National Australia Bank	Bill Drawdown Fee Loan 12	\$150.00
14/09/2009	DP-00290	National Australia Bank	NAB Connect Fee	\$20.00
18/09/2009	DP-00291	Australian Taxation Office	BAS August 2009	\$52,047.00
21/09/2009	DP-00292	National Australia Bank	Loan 12 repayment	\$10,833.30
21/09/2009	DP-00293	National Australia Bank	Credit Card	\$11,489.28
23/09/2009	DP-00294	National Australia Bank	Bank Overdraft Facility half yearly payment	\$4,000.00
30/09/2009	DP-00295	National Australia Bank	Loan 10c repayment	\$62,346.10
30/09/2009	DP-00296	National Australia Bank	Loan 10c Bill Drawdown Fee	\$150.00
30/09/2009	DP-00297	National Australia Bank	Loan Facility Fee	\$4,861.11
30/09/2009	DP-00298	National Australia Bank	Account Keeping Fee	\$144.50
30/09/2009	DP-00299	Commonwealth Bank of Australia	Loan 10b repayment	\$7,586.30

11/09/2009	EFT-00203	Payroll Employee Wages	MRC	\$91,612.60
25/09/2009	EFT-00204	Payroll Employee Wages	MRC	\$91,355.76
25/09/2009	EFT-00205	Biovision 2020 Pty Ltd	Contractors Fees - RRF	\$882,330.07
29/09/2009	EFT-00206	BCL Constructions Pty Ltd	Project claim 3 - RRF weighbridge & Education Centre building	\$42,776.32
29/09/2009	EFT-00207	BCL Constructions Pty Ltd	Project claim 4 - RRF weighbridge & Education Centre building	\$80,762.97
Total Direct Payments				\$155,022.62
Total EFT Payments				\$1,188,837.72
Grand Total				\$2,546,369.48

Summary Schedule of Payments

Cheque Payments			
Cheque No. 4307 to 4467			\$1,202,509.14
Electronic Payments			
DP-00285 to DP-00299			\$155,022.62
EFT-00203 to EFT-00207			\$1,188,837.72
Grand Total			\$2,546,369.48

CERTIFICATE OF CHIEF EXECUTIVE OFFICER

This schedule of accounts which was passed for payment, covering vouchers as above which was submitted to each member of Council on 21 October 2009 has been checked and is fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations, and costing and the amounts due for payment.

CHIEF EXECUTIVE OFFICER

ATTACHMENT TWO
TO ITEM 8.2.2
ORDINARY COUNCIL MEETING
10 DECEMBER 2009
LIST OF PAYMENTS MADE FOR THE MONTH ENDED
31 OCTOBER 2009

Schedule of Payment for October 2009
Council Meeting - 10th December 2009

Cheque Posting Date	Document No.	Vendor Name	Description	Cheque Amount
1/10/2009	4468	Department of Environment & Conservation	Phase 3 Works Approval	\$6,890.00
5/10/2009	4469	LANDFILL GAS & POWER PTY LTD	Electricity usage	\$2,989.34
5/10/2009	4470	Spartel Pty Ltd	Waste minimisation - Bulky waste characterisation project	\$12,045.00
6/10/2009	4471	Mindarie Regional Council	Petty cash re-imbursments	\$912.05
7/10/2009	4472	WASTE MANAGEMENT ASSN OF AUST LTD	Annual Membership	\$749.00
7/10/2009	4473	Keyfast Bulk Haulage Pty Ltd	Limestone Crushing	\$224,261.84
7/10/2009	4474	Air Well Pumps Pty Ltd	Repairs & maintenance - Air well pumps	\$11,988.82
7/10/2009	4475	Blackwoods & Atkins	Expendable Tools	\$334.53
7/10/2009	4476	BOBJANE TMART	Plant - Tyres and Tubes for Nissan Patrol	\$60.00
7/10/2009	4477	BT Equipment Pty Ltd	Repair and Maintenance - Bomag compactor	\$2,601.95
7/10/2009	4478	Bunnings Building Supplies	Batteries for drilller	\$510.44
7/10/2009	4479	Cabcharge Australia Ltd	Travelling Expenses	\$487.47
7/10/2009	4480	CARDNO (WA) PTY LTD	Consultancy - Panel compost work	\$10,775.88
7/10/2009	4481	City of Stirling	Catering expense for SWTF working group meeting	\$28.00
7/10/2009	4482	City of Wanneroo	Bin pick up, council rates and purchase of mulch	\$15,234.88
7/10/2009	4483	CLEAN SWEEP	Access road maintenance at Tamala park	\$1,650.00
7/10/2009	4484	COATES HIRE	Hire of water trash pump	\$7,198.52
7/10/2009	4485	Couplers Malaga	Battery for Bomag compactor	\$276.32
7/10/2009	4486	Cube Consulting Pty Ltd	Monthly maintenance In-Control/In-Tuition	\$786.50
7/10/2009	4487	Cancelled	CANCELLED CHEQUE	\$0.00
7/10/2009	4488	FILTER SUPPLIES	Oil filters for Caterpillar forklift	\$279.51
7/10/2009	4489	Grant O'Brien	Education centre gardening	\$220.00
7/10/2009	4490	Great Southern Sands	Excavation work of Phase 3 stage 2 project	\$369,023.46
7/10/2009	4491	J-CAN TRANSPORT SERVICE	Pickup & delivery of Tana 400 to workshop	\$2,640.00
7/10/2009	4492	Jasneat	Cleaning maintenance	\$125.40
7/10/2009	4493	Kitec Electrical Services	Circuit breaker tripping for toilets/shower at workshop	\$1,951.24
7/10/2009	4494	LGIS PROPERTY	Municipal Property Insurance	\$11,014.51
7/10/2009	4495	MPL Laboratories	Water Treatment System - Winter effluent monitoring	\$619.85
7/10/2009	4496	NATIONWIDE OIL	Recycling Contractors - Oil Collection	\$722.70
7/10/2009	4497	Neverfail Springwater Ltd	Bottled Water	\$451.55
7/10/2009	4498	Power Industrial Supplies	Safety clothing	\$686.40
7/10/2009	4499	REPCO AUTO PARTS-Clarkson	Repair and Maintenance - Forklift	\$345.55
7/10/2009	4500	SBS Sims Group	Recycling Contractors - EWaste	\$3,486.45
7/10/2009	4501	Sensis Pty Ltd	Yellow Pages Directory 2010	\$787.75
7/10/2009	4502	Spartel Pty Ltd	Waste minimisation project -Prepare audit methodology and reports	\$12,045.00
7/10/2009	4503	TELSTRA	Telephone Expenses	\$1,078.65
7/10/2009	4504	TOTALLY WORKWEAR	Staff Uniforms	\$362.29
7/10/2009	4505	Tyre Waste (WA)	Recycling Contractors - Tyre waste	\$772.45
7/10/2009	4506	W W CONSULTING PTY LTD	Consultancy - Tender evaluation	\$7,568.00
7/10/2009	4507	Cancelled	CANCELLED CHEQUE	\$0.00

7/10/2009	4508	WestTrac Pty Ltd	Repair and Maintenance - Skid steer loader	\$538.34
7/10/2009	4509	Fuji Xerox Australia Pty Ltd	Support services as per agreement	\$575.92
7/10/2009	4510	MERCURY	Courier expenses	\$503.36
7/10/2009	4511	QUINNS ROCK CABINETS & MAINTEN	Water cart and excavator hire for leachate	\$9,856.00
7/10/2009	4512	Cancelled	CANCELLED CHEQUE	\$0.00
7/10/2009	4513	WA Local Government Association	Advertisements	\$1,021.09
9/10/2009	4514	Mindarie Regional Council Staff Lotto Account	Staff lotto - Deducted from staff salary	\$370.00
15/10/2009	4515	Advans Exhibition Services	Hire of booth furniture for waste conference	\$439.90
15/10/2009	4516	AT Hydraulics	Repairs & Maintenance - Tana G360	\$1,320.00
15/10/2009	4517	AUSTRALIA POST - JOONDALUP	Postage & Freight	\$369.56
15/10/2009	4518	Blackwoods & Atkins	Glove liners & cabinets	\$3,087.93
15/10/2009	4519	Bunnings Building Supplies	Industrial gloves	\$417.34
15/10/2009	4520	CHUBB FIRE SAFETY LTD	Annual Service	\$4,361.50
15/10/2009	4521	CLEAN SWEEP	Access Road Maintenance at Tamala Park	\$1,615.63
15/10/2009	4522	CMA Recycling	Recycling Contractors - Flouro Collection	\$1,086.25
15/10/2009	4523	Coventry	Repair and Maintenance - International truck	\$92.60
15/10/2009	4524	Data#3	Licences MS Project Standard	\$1,652.84
15/10/2009	4525	Devco Holdings Pty Ltd	Building improvements - Education Centre	\$17,600.00
15/10/2009	4526	Domain Catering	Catering for Earth Carers training	\$1,022.75
15/10/2009	4527	Electek	Test controlled lighting system for weighbridge	\$327.25
15/10/2009	4528	EMRC	Recycling Contractor - Mattresses	\$2,453.00
15/10/2009	4529	GHD PTY LTD	Consultancy - Workshop Extension	\$24,832.91
15/10/2009	4530	Great Southern Sands	Excavation work of Phase 3 stage 2 project	\$43,027.87
15/10/2009	4531	Greenworld Indoor Gardens	Plants rental	\$33.77
15/10/2009	4532	Hewlett Packard Australia Pty Ltd	TRIM new licenses	\$2,222.55
15/10/2009	4533	HITACHI CONSTRUCTION MACHINERY	Engine repairs to articulated dump truck	\$58,394.00
15/10/2009	4534	HSE Control Pty Ltd	Contract Labour External - Environmental program	\$12,973.40
15/10/2009	4535	IW Projects	Contract Labour External - Projects	\$16,596.25
15/10/2009	4536	Jasneat	General Cleaning - September 2009	\$1,581.57
15/10/2009	4537	Joondalup Office National	Stationery and Printing	\$997.84
15/10/2009	4538	JUST SPECTACLES CLARKSON	Safety glasses	\$428.00
15/10/2009	4539	KINROSS SUPA IGA	Staff Amenities	\$263.67
15/10/2009	4540	Kitec Electrical Services	Installation of additional lighting and power at Education Centre garage area	\$1,937.33
15/10/2009	4541	Lulifitz Nursery	Plants at RRF centre	\$55.00
15/10/2009	4542	MEEC	RRF water bore electrical upgrade	\$1,507.00
15/10/2009	4543	METTLER TOLEDO LIMITED	Weighbridge equipment temporary relocation	\$657.80
15/10/2009	4544	Neverfail Springwater Ltd	Bottled Water	\$55.75
15/10/2009	4545	Northern Districts Pest Management	Building Maintenance - Pest Control	\$154.00
15/10/2009	4546	QUINNS ROCK CABINETS & MAINTEN	Hirer of water truck	\$5,016.00
15/10/2009	4547	Reliance Petroleum	Distillate	\$42,493.55
15/10/2009	4548	SBS Sims Group	Recycling contractor - E Waste	\$5,415.30
15/10/2009	4549	Staff Link	Contract Labour External - Bushland management & recycling area	\$9,684.23
15/10/2009	4550	STEVE'S MOBILE TYRE SERVICE	Puncture repair - Hino Bin truck	\$120.00
15/10/2009	4551	STIHL SHOP GREENWOOD	Expendable Tools	\$1,123.42
15/10/2009	4552	SYNERGY	Electricity usage	\$33.60

15/10/2009	4553	SYNNOTT MULHOLLAND MANAGEMENT	Contract labour - Marketing & waste education	\$4,576.00
15/10/2009	4554	TELSTRA	Telephone Expenses	\$412.35
15/10/2009	4555	URS	Professional fees - RRF Infrastructure certification	\$14,058.27
15/10/2009	4556	Cancelled	CANCELLED CHEQUE	\$0.00
15/10/2009	4557	WA Local Government Association	RFQ for Cleaning Services at MRC	\$1,100.00
15/10/2009	4558	WESTERN DIAGNOSTIC PATHOLOGY	Wellness Programs - Drug screening tests	\$101.53
15/10/2009	4559	Workout World	Supply of equipment	\$1,499.00
15/10/2009	4560	Domain Catering	Finance Workshop 4 September 09	\$1,103.75
15/10/2009	4561	Department of Planning & Infrastructure	Vehicle search	\$42.00
15/10/2009	4562	Castle Security & Electrical Pty	Maintenance - New access code	\$440.00
16/10/2009	4563	ARMAGUARD	Cash collection September 09	\$779.56
16/10/2009	4564	BRYANT MEDIA	Corporate communication projects for community news update	\$16,211.80
16/10/2009	4565	CALTEX AUSTRALIA PETROLEUM PTY	Supply of motor oil at workshop	\$502.12
16/10/2009	4566	Fuji Xerox Australia Pty Ltd	Consumables - saddle staple, staple cartridge , recycled paper	\$732.54
16/10/2009	4567	Materials Handling Pty Ltd	Aerosolve Filters & carbon cartridge	\$462.00
16/10/2009	4568	WestTrac Pty Ltd	Repairs & maintenance - Multi terrain loader & Caterpillar loader	\$2,343.80
20/10/2009	4569	BRYANT MEDIA	Printing of Household Hazardous Waste Flyers	\$11,517.00
23/10/2009	4571	City of Joondalup	Lease Fee Lot 118 Marmion Avenue November 2009	\$8,693.55
23/10/2009	4572	City of Perth	Lease Fee Lot 118 Marmion Avenue November 2009	\$4,346.77
23/10/2009	4573	City of Stirling	Lease Fee Lot 118 Marmion Avenue November 2009	\$17,387.10
23/10/2009	4574	City of Wanneroo	Lease Fee Lot 118 Marmion Avenue November 2009	\$8,693.55
23/10/2009	4575	Town of Cambridge	Lease Fee Lot 118 Marmion Avenue November 2009	\$4,346.77
23/10/2009	4576	Town of Victoria Park	Lease Fee Lot 118 Marmion Avenue November 2009	\$4,346.77
23/10/2009	4577	Town of Vincent	Lease Fee Lot 118 Marmion Avenue November 2009	\$4,346.77
26/10/2009	4578	Mindarie Regional Council	Petty cash re-imbursements	\$898.55
26/10/2009	4579	Mindarie Regional Council Staff Lotto Account	Staff lotto - Deducted from staff salary	\$370.00
26/10/2009	4580	Asteron Portfolio Services	Superannuation premium	\$303.88
26/10/2009	4581	CBUS	Superannuation premium	\$305.46
26/10/2009	4582	CHILD SUPPORT	Child Support Allowance payment - Deduction made from staff salary	\$486.50
26/10/2009	4583	Health Insurance Fund of WA	Superannuation premium	\$381.10
26/10/2009	4584	HESTA SUPER FUND	Superannuation premium	\$1,391.02
26/10/2009	4585	Portfoliofocus - Premium Retirement Services	Superannuation premium	\$3,485.00
26/10/2009	4586	REST Superannuation	Superannuation premium	\$416.22
26/10/2009	4587	WALGS PLAN PTY LTD	Superannuation premium	\$32,918.41
26/10/2009	4588	WESTSCHEME	Superannuation premium	\$567.00
28/10/2009	4589	Advanced Matting	Supply and Install as quoted	\$998.64
28/10/2009	4590	Alance Newspaper & Magazine Delivery	Periodicals/ Publications	\$80.65
28/10/2009	4591	CCI Chamber of Commerce and Industry	Advice on Drug & Alcohol Testing	\$233.75
28/10/2009	4592	Chaufeur Services	Education centre - Bus tours	\$400.00
28/10/2009	4593	City of Perth	Parking Vouchers for Ordinary Council Meeting	\$399.00
28/10/2009	4594	City of Wanneroo	Collection of additional carts	\$321.60
28/10/2009	4595	CLEAN SWEEP	Access Road Maintenance	\$687.50
28/10/2009	4596	Command A Com	Voicemail programming	\$132.00
28/10/2009	4597	DRAGE SIGNS	Direction signs - Audit loads pertaining to Waste minimisation project	\$528.00
28/10/2009	4598	DRIVE IN ELECTRICS	Airconditioner repairs & battery for Tana N150	\$265.10

28/10/2009	4599 Environmental Printing Company	Printing & Stationary - Usefull book for Earth carers course	\$1,441.00
28/10/2009	4600 GHD PTY LTD	Consultancy - Infrastructure recycling project	\$7,081.47
28/10/2009	4601 Instant Products Group	Staff Amenities	\$297.00
28/10/2009	4602 Iron Mountain Australia Pty Ltd	Records management monthly fee	\$4.53
28/10/2009	4603 Jasneat	Cleaning services	\$1,249.60
28/10/2009	4604 Junkbusters	Earth carers course talks	\$330.00
28/10/2009	4605 KINROSS SUPA IGA	Staff Amenities	\$168.00
28/10/2009	4606 Leederville Sporting Club	Earthcarers Graduation Venue	\$230.00
28/10/2009	4607 LGIS INSURANCE BROKERS	Salary Continuance	\$2,657.49
28/10/2009	4608 LGIS PROPERTY	Municipal Property Insurance	\$132.77
28/10/2009	4609 Magicorp Pty Ltd	Telephone Expenses	\$103.40
28/10/2009	4610 MAGNETIC AUTOMATION PTY LTD	Infrastructure - RRF	\$27,393.30
28/10/2009	4611 Mel Parker Photography	RRF Photography - Practical Completion	\$347.50
28/10/2009	4612 MERCURY	Postage & Freight	\$512.04
28/10/2009	4613 MULTIPROGRAMMING PTY LTD	Computer Systems Maintenance	\$6,239.68
28/10/2009	4614 Neverfail Springwater Ltd	Bottled Water	\$66.65
28/10/2009	4615 OPTUS COMMUNICATIONS	Mobile Expenses	\$951.94
28/10/2009	4616 ORS GROUP	Consultancy - Employee Assistance Program	\$143.00
28/10/2009	4617 Post Newspapers Pty Ltd	Household Hazardous Waste Disposal Day advertising	\$275.55
28/10/2009	4618 SBS Sims Group	Recycling Contractors - E-waste	\$3,973.20
28/10/2009	4619 SCOPE BUSINESS IMAGING	Service Plan for Photocopier	\$463.55
28/10/2009	4620 Sensis Pty Ltd	Yellow Pages Directory 2010	\$492.33
28/10/2009	4621 Spartel Pty Ltd	Waste minimisation - Audit verge waste collection project	\$12,045.00
28/10/2009	4622 Staff Link	Contract Labour External - Bushland management & recycling area	\$5,906.70
28/10/2009	4623 Stevenson Consulting	Business model for MRC Business unit	\$6,314.00
28/10/2009	4624 TELSTRA	Telephone Expenses	\$1,216.97
28/10/2009	4625 The Funk Factory	Waste Education Centre launch	\$770.00
28/10/2009	4626 Ventouras Advertising & Design	Waste conference displays - design and artwork	\$2,964.50
28/10/2009	4627 WA Local Government Association	Staff training	\$4,374.52
28/10/2009	4628 Western Plant Hire (WA) Pty Ltd	Hire & operator charge - Dry Excavator - EX60	\$11,305.80
28/10/2009	4629 Workout World	Service fee for gym equipment	\$200.00
28/10/2009	4630 Air Liquide WA Pty Ltd	Site equipment - multiple sizes	\$191.29
28/10/2009	4631 Atlas Group Pty Ltd	Waste minimisation - Bulky waste characterisation project	\$10,759.43
28/10/2009	4632 Environment House Incorporated	Earth Carers workshop	\$660.00
28/10/2009	4633 Equilibrium Communication	Design & printing of composting game for mobile display - Waste conference	\$4,224.00
28/10/2009	4634 Kitec Electrical Services	Electrical Maintenance	\$1,883.66
28/10/2009	4635 LAKE ANNE CONSULTANCY	HR consultancy	\$1,996.50
28/10/2009	4636 LANDFILL GAS & POWER PTY LTD	Electricity charges	\$2,792.47
28/10/2009	4637 Rojo Printing	Printing & Stationary (Stickers) - reduce reuse,recycle	\$1,078.00
30/10/2009	4638 MULTIPROGRAMMING PTY LTD	Computer Systems Maintenance - July, August, September & project work	\$50,290.31
		Total Cheque Payments	\$1,319,416.90
1/10/2009	DP-00300	inet Limited	\$9.95
1/10/2009	DP-00301	National Australia Bank	\$52.75
2/10/2009	DP-00302	National Australia Bank	\$15.00

9/10/2009 DP-00303	National Australia Bank	NAB Connect Fee	\$21.00
20/10/2009 DP-00304	National Australia Bank	Stop Payment Fee	\$15.00
21/10/2009 DP-00305	National Australia Bank	Credit Card Charges	\$4,241.59
26/10/2009 DP-00306	Commonwealth Bank	Loan 10A repayment	\$43,832.53
30/10/2009 DP-00307	National Australia Bank	Loan 10c repayment	\$62,935.04
30/10/2009 DP-00308	National Australia Bank	Loan 10c Bill Drawdown Fee	\$150.00
30/10/2009 DP-00309	National Australia Bank	Account Keeping Fee	\$163.10
30/10/2009 DP-00310	Australian Taxation Office	BAS September 2009	\$255,389.00
30/10/2009 DP-00311	Commonwealth Bank of Australia	Loan 10B repayment	\$7,778.63
	Total Direct Payments		\$374,603.59
9/10/2009 EFT-00208	Payroll Employee Wages	MRC	\$98,523.46
23/10/2009 EFT-00209	Payroll Employee Wages	MRC	\$90,924.68
29/10/2009 EFT-00210	Biovision 2020 Pty Ltd	Contractors fees - RRF	\$955,157.43
	Total EFT Payments		\$1,144,605.57
	Grand Total		\$2,838,626.06

Summary Schedule of Payments

Cheque Payments	\$1,319,416.90
Cheque No. 4468 to 4638	
Electronic Payments	\$374,603.59
DP-00300 to DP-00311	
EFT-00208 to EFT-00210	\$1,144,605.57
Grand Total	\$2,838,626.06

CERTIFICATE OF CHIEF EXECUTIVE OFFICER

This schedule of accounts which was passed for payment, covering vouchers as above which was submitted to each member of Council on 21 October 2009 has been checked and is fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations, and costing and the amounts due for payment.

CHIEF EXECUTIVE OFFICER

**ITEM 8.2.3 DELEGATED AUTHORITY: 2009/2010 CHRISTMAS/NEW YEAR
RECESS**

File No: **COR/1 (D/09/6565)**

Attachment(s): **Nil.**

Author: **Kathleen Ferridge**

SUMMARY

The purpose of this report is to delegate some powers and duties to the Chief Executive Officer to deal with urgent items of business, which may arise during the 2009/2010 Christmas/New Year Recess period.

BACKGROUND

The Council will be in recess from its last meeting of the year on 10 December 2009 to the first meeting for the New Year to be held on 25 February 2010 at the City of Joondalup.

It would therefore be prudent to make arrangements to enable urgent items of business, which may arise during that period, to be dealt with.

DETAIL

The Local Government Act 1995 details the Council's ability to delegate some powers and duties to the Chief Executive Officer. Section 5.42 states:-

“a local government may delegate to the Chief Executive Officer (by absolute majority) the exercise of any of its powers or the discharge of any of its duties under this Act other than those referred to in Section 5.43 and this power of delegation.”

Section 5.43 of the Act specifies those powers and duties unable to be delegated to a Chief Executive Officer. The Act also states that the delegation may be general or as otherwise provided in the instrument of delegation.

Accordingly, it is recommended that in accordance with Section 5.42 of the Local government Act 1995, the Chief Executive Officer be delegated authority to exercise the powers and duties of the Council, other than those referred to in Section 5.43, during the Christmas/New Year period for 2009/2010, subject to the following:-

- (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 being in agreement
- (ii) a report summarising the items of business dealt with by delegated authority be submitted for information to the next Council meeting

Should any item require an absolute majority of the Council, the requisite level of consent will, of course, be sought.

POLICY IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

No unbudgeted expenditure will be incurred unless by an absolute majority decision of the Council.

MRC OFFICER RECOMMENDATION

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 10 December 2009 to 25 February 2010:

- (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 25 February 2010**

VOTING REQUIREMENTS

Absolute Majority

**ITEM 8.2.4 RESOURCE RECOVERY FACILITY – ISSUES RE REDUCED
AVAILABILITY OF PROCESSING CAPABILITY**

File No: WST/119

Attachment(s):

Author: Ian Watkins

THIS ITEM IS CONFIDENTIAL, NOT FOR PUBLIC VIEWING.
SEPARATE COVER TO ELECTED MEMBERS

CONFIDENTIAL