



MINDARIE REGIONAL COUNCIL  
Waste Management Authority

## MINUTES

### ORDINARY COUNCIL MEETING

TIME – 4.30 PM

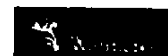
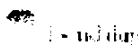
5 JULY 2007

VENUE – CITY OF STIRLING

City of Joondalup DOCUMENT REGISTRATION  
Reference # : 03149  
Letter # : 724781  
Action Officer : CWMES CC: CEO DCS DIS  
Date Received : 16/07/2007  
Action Required: NOTE  
Note : ORIGINALS SENT TO CEO DIS AND CWMES

*Managing waste and recovering resources responsibly*

*Constituent Members: Cities of Perth, Joondalup, Stirling, and Wanneroo.  
Towns of Cambridge, Victoria Park and Vincent*



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**MINDARIE REGIONAL COUNCIL**

**NOTICE OF MEETING**

29 June 2007

Councillors of the Mindarie Regional Local Government are respectfully advised that an Ordinary Meeting of the Council will be held in the Council Chambers of the City of Stirling, 25 Cedric Street, Stirling, at 4.30 pm on Thursday 5 July 2007.

The business papers pertaining to the meeting follow.

Your attendance is requested.

**KEVIN POYNTON**  
Chief Executive Officer

**MINDARIE REGIONAL COUNCIL - MEMBERSHIP**

Cr T Clarey (Trevor)	City of Stirling
Cr R Butler (Rob)	City of Perth
Cr N Catania JP (Nick)	Town of Vincent
Cr S Hart (Sue)	City of Joondalup
Cr K Hollywood (Kerry)	City of Joondalup
Cr T Loftus (Terry)	City of Wanneroo
Cr C MacRae (Corinne)	Town of Cambridge
Cr E Re (Elizabeth)	City of Stirling
Cr P Rose JP (Peter)	City of Stirling
Cr B Stevenson (Bruce)	Town of Victoria Park
Cr J Stewart (John)	City of Wanneroo
Cr R M Willox AM JP (Rod)	City of Stirling

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**MINUTES OF THE ORDINARY COUNCIL MEETING OF THE MINDARIE REGIONAL COUNCIL HELD IN THE COUNCIL CHAMBERS OF THE CITY OF STIRLING, 25 CEDRIC STREET, WESTERN AUSTRALIA ON THURSDAY 5 JULY 2007 COMMENCING AT 4.30 PM.**

**PRESENT: Chairman**

Cr R Willox AM JP  
Cr R Butler  
Cr N Catania JP  
Cr T Clarey  
Cr S Hart  
Cr K Hollywood  
Cr T Loftus  
Cr C MacRae  
Cr E Re  
Cr P Rose JP  
Cr B Stevenson  
Cr J Stewart

**APOLOGIES:**

Nil.

**ABSENT:**

Nil.

**IN ATTENDANCE:**

Mindarie Regional Council Officers

K F Poynton  
K Dhillon  
K Ferridge  
L Nyssen  
M Tolson

Chief Executive Officer

Member Council Officers

E Albrecht  
D Blair  
C Colyer  
G Dunne  
R Elliott  
G Eves  
J Giorgi  
E Herne  
P Hoar  
G Hunt  
S Jardine  
V Nysen  
A Sheridan  
A Veletta

Consultants

J King

**VISITORS:**

Nil

**MEDIA:**

Nil

Confirmed by resolution of the Council on 16 August 2007

.....Chairman

**PUBLIC:**

Nil

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## **1 OATHS/AFFIRMATIONS OF ALLEGIANCE AND DECLARATIONS OF OFFICE**

All Councillors completed a Declaration of Office proforma.

Appointments made for the period July – October 2007 were as follows:

- Chairman : Cr Willox
- Deputy Chairman : Cr MacRae
- Chair, SWTF WG : Cr Willox
- MWAC Representative : Cr Re

## **2 DECLARATION OF COUNCILLOR INTERESTS**

Cr Hart declared an interest in Item 9.1.3 on the basis of an association with Smorgon Steel.

## **3 QUESTION TIME**

Nil questions.

## **4 ATTENDANCE AND APOLOGIES**

Refer Page 3.

## **5 MINUTES**

### **5.1 ORDINARY COUNCIL MEETING – 26 APRIL 2007**

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

The Minutes of the Ordinary Council Meeting held on 26 April 2007 have been printed and circulated to members of the Council.

### **RECOMMENDATION**

**That the Minutes of the Ordinary Council Meeting of Council held on 26 April 2007 be taken as read, confirmed and the Chairman invited to sign same as a true record of the proceedings.**

**(Carried: 12/0)**

### **5.2 SPECIAL COUNCIL MEETING – 27 JUNE 2007**

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

The Minutes of the Special Council Meeting held on 27 June 2007 have been printed and circulated to members of the Council.

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## **RECOMMENDATION**

**That the Minutes of the Special Council Meeting of Council held on 27 June 2007 be taken as read, confirmed and the Chairman invited to sign same as a true record of the proceedings.**

**(Carried: 12/0)**

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## **6 ANNOUNCEMENTS**

The Chairman welcomed:

- Kathleen Ferridge (MRC Admin. Services Co-ordinator)
- Stuart Jardine (CEO City of Stirling)
- Guests to the meeting including Cr Ron Sebrecht (City of Stirling), Mr John King (Cardno BSD)

The Chairman noted that Mr Viet Nysen (City of Stirling) was completing his services with the City on 13 July 2007, and thanked him for his work with the Regional Council.

The Chairman also noted that Mr Alex Sheridan (Town of Victoria Park) had been appointed CEO, South Eastern Metropolitan Regional Council, and offered congratulations on behalf of the Council.

The Chairman advised the meeting that a security officer from City of Stirling would be available to escort attendees to their vehicles, post meeting.

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## **7 DEPUTATIONS**

Nil

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## **8 BUSINESS FROM A PREVIOUS MEETING TREATED AS AN ORDER OF THE DAY**

Nil

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## **9 REPORTS**

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### **9.1 TECHNICAL WORKING GROUP – 15 JUNE 2007**

#### **9.1.1 Tech Com. Item 1**

**SUBJECT: BUSINESS REPORT (JUNE 2007) – Technical Working Group  
15 June 2007**

**Motion: (Moved: Cr Clarey Seconded: Cr Butler)**

CEO Mindarie Regional Council advised that additional information had been issued, by email, prior to the meeting, in response to questions.

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CEO Mindarie Regional Council further advised updates to selected projects as follows:

- Contract Dispute (JJ McDonald Vs. Cardno BSD)
  - Dispute related to matter of estimation of liner material for landfill
  - JJ McDonald have requested activation of dispute resolution procedure
  - Updates to be provided as required
- Contract Issues – Landfill Gas & Power
  - Landfill Gas & Power have notified Mindarie Regional Council of an intention to request a variation to their existing contract for landfill gas management
  - Proposal to be provided for Ordinary Council Meeting August 2007
- Activity Figures
  - Figures reflect activity as at end April 2007
  - Plan to provide 'as at end May 2007' figures not able to be implemented because of priority work on Budget 2007/2008 and Navision upgrade

#### **RECOMMENDATION**

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

**(Carried: 12/0)**

#### **9.1.2 Tech Com. Item 2**

**SUBJECT: RESOURCE RECOVERY FACILITY – PROJECT PROGRESS REPORT –  
Technical Working Group 15 June 2007**

**Motion: (Moved: Cr Clarey Seconded: Cr Hart)**

#### **RECOMMENDATION**

That Council:

- (i) receive this Progress Report dated 15 June 2007 on the project to establish a Resource Recovery Facility in the Mindarie Regional Waste Management Plan
- (ii) note the process for handling the proceeds from the sale of the Bush Forever portion of Lot 505 Neerabup (\$1.06M)

A procedural motion from Cr Re to proceed to next item of business (Section 11.1, Standing Orders refers) was lost.

CEO Mindarie Regional Council advised that supplementary information had been issued, by email, in response to questions as follows:

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- Cr Mac Rae:
    - Q. Status of DA at City of Wanneroo
    - A. DA status is 'Approved' issue re validity period to be investigated
  - Cr Loftus:
    - Q. Various re management of compost
    - A. See separate Supplementary Information Brief (attached)

Council received further information, in verbal form, from Mr King on the management of compost.

The Mover and Seconder agreed to the following amendment to (ii) delete 'note'. Insert 'approve'.

AMENDMENT (Moved: Cr Re Seconded: Cr Hart)

That Council:

- (iii) authorise the CEO to convene a Special Council Meeting as soon as possible to further consider particular aspects of the Resource Recovery Facility contract, namely:
  - (a) management of compost
  - (b) management of contingency funds

(Carried: 12/0)

**AMENDED MOTION AS FOLLOWS PUT TO VOTE**

That Council:

- (i) receive this Progress Report dated 15 June 2007 on the project to establish a Resource Recovery Facility in the Mindarie region
- (ii) approve the process for handling the proceeds from the sale of the Bush Forever portion of Lot 505 Neerabup (\$1.06M)
- (iii) authorise the CEO to convene a Special Council Meeting as soon as possible to further consider particular aspects of the Resource Recovery Facility contract, namely:
  - (a) management of compost
  - (b) management of contingency funds

(Carried: 12/0)

**9.1.3 Tech Com. Item 3**

**SUBJECT: REQUEST FOR TENDER 13/81 – PURCHASE AND REMOVAL OF RECYCLABLE MATERIALS – Technical Working Group 15 June 2007**

**Motion: (Moved: Cr Clarey Seconded: Cr Butler)**

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## RECOMMENDATION

That Council accept the tender submitted by Smorgon Steel for the purchase and removal of recyclable metal from the Mindarie Regional Council Tamala Park site for a period of three (3) years

CEO Mindarie Regional Council advised that revenue from sale of scrap metal was included in Budget 2007/2008 at P56, the Agenda, under 'Sale of Recyclable Material'.

AMENDMENT (Moved: Cr Hart Seconded Cr Re)

That Council:

- (ii) note that Smorgon Steel purchase prices for scrap metal are based on an international index, and these prices are reviewed monthly
- (iii) obtain a quarterly report on revenue derived from this contract

(Carried: 12/0)

## AMENDED MOTION AS FOLLOWS WAS PUT TO VOTE

That Council:

- (i) accept the tender submitted by Smorgon Steel for the purchase and removal of recyclable metal from the Mindarie Regional Council Tamala Park site for a period of three (3) years
- (ii) note that Smorgon Steel purchase prices for scrap metal are based on an international index, and these prices are reviewed monthly
- (iii) obtain a quarterly report on revenue derived from this contract

(Carried: 12/0)

### 9.1.4 Tech Com. Item 4

**SUBJECT: STAGE 2 PHASE 3 LANDFILL PROGRESSIVE EXCAVATION –  
Technical Working Group 15 June 2007**

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

CEO Mindarie Regional Council advised that a suggestion from Cr MacRae to investigate tender prior to stockpile option would be progressed.

## RECOMMENDATION

That Council:

- (i) accepts the concept of bringing forward the excavation of Stage 2 Phase 3 excavation works as proposed in Option 1 to this Item
- (ii) notes the total anticipated cost for the 2007/2008 financial year at \$2.4m
- (iii) approve the loan funding of \$2.4m for this project and authorise the CEO to obtain the loan from the bank

(Carried: 12/0)

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**9.1.5 Tech Com. Item 5**

**SUBJECT: BUDGET 2007/2008**

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

CEO Mindarie Regional Council undertook to investigate partnership with 'Men of Trees' in relation to carbon offsets.

CEO Mindarie Regional Council further undertook to include 'Loans Report' as part of budget package.

**RECOMMENDATION**

**That Council:**

- (i) adopt the draft Budget for the Mindarie Regional Council for Financial Year 2007/2008
- (ii) endorse the on-going strategy of deferred payment of operational surplus, as approved by Council at its August 2005 meeting, for the FY 2007/2008 and future years to meet its on-going capital requirements
- (iii) approve the use of an on-going bank overdraft facility of \$1 million to manage cash flow short falls during FY 2007/2008 and future years
- (iv) approve the capital budget allocation of \$954,000 (with a trade-in of \$273,500), in respect of the purchase of two loaders, to be carried forward to 2007/2008

**(Absolute Majority required)**

**(Carried: 12/0)**

<b>9.2 CHIEF EXECUTIVE OFFICER</b>
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**9.2.1 File No: FIN/5-02**

**SUBJECT: FINANCIAL STATEMENTS FOR THE PERIODS ENDED  
31 MARCH 2007 AND 30 APRIL 2007**

**Motion: (Moved: Cr Clarey Seconded: Cr McRae)**

Nil discussion.

**RECOMMENDATION**

**That the Financial Statements as attached at Attachment One and Two for the months ended 31 March 2007 and 30 April 2007 be noted.**

**(Carried: 12/0)**

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

**SUBJECT: LIST OF PAYMENTS MADE FOR THE MONTHS ENDED  
31 MARCH 2007 AND 30 APRIL 2007**

**Motion: (Moved: Cr Clarey Seconded: Cr Butler)**

Nil discussion.

**RECOMMENDATION**

**That Council endorse the list of payments made, as per the delegation made to the Chief Executive Officer, for the months ended 31 March 2007 and 28 April 2007**

**(Carried: 12/0)**

**9.2.3 File No: PER/11**

**SUBJECT: PERFORMANCE REVIEW – CHIEF EXECUTIVE OFFICER**

**Motion: (Moved: Cr Clarey Seconded: Cr Hollywood)**

**RECOMMENDATION**

That Council:

- (i) note decisions of the Reviewing Committee with respect to
  - (a) performance of Chief Executive Officer
  - (b) remuneration of Chief Executive Officer
- (ii) authorise the performance review process described in this report for year 2007
- (iii) consider the appointment of the reviewing committee for the year 2008 in July 2007

All attendees other than Council and CEO departed the meeting for consideration of this Item.

Council and CEO Mindarie Regional Council agreed the following action in relation to this matter:

- that the author of future reports, on the CEO Performance Review should be 'other than CEO' e.g. Mr Dhillon
- that a competitive process be undertaken to obtain proposals for further reviews

The Mover and Seconded agreed to amendments to the Recommendation to reflect this action.

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

**That Council:**

- (i) **note decisions of the Reviewing Committee with respect to**
  - (a) **performance of Chief Executive Officer**
  - (b) **remuneration of Chief Executive Officer**
- (ii) **authorise the CEO to obtain proposals for the conduct of future reviews with a report on this activity to be provided to Council in December 2007**

**(Carried: 12/0)**

**9.2.4 File No: WST/11-03**

**SUBJECT: LANDFILL CELL DEVELOPMENT – ERTECH CLAIM**

**Motion: (Moved: Cr Clarey Seconded: Cr Stewart)**

**RECOMMENDATION**

That Council authorise the Chief Executive Officer to complete administrative action i.e. agreement, payment with ERTECH Pty Ltd, in settlement of an outstanding financial matter

CEO Mindarie Regional Council advised the following in response to questions:

- that the amount payable to ERTECH, exclusive of GST, is within the Budget allowance of \$280,000
- that this budget provision was listed under Capital: 'Landfill'
- that an exercise to calculate the cost of professional advice to resolve this matter would now proceed

Council requested CEO Mindarie Regional Council to investigate options to recoup Mindarie Regional Council costs on this matter.

The Mover and Seconded agreed an amendment to include the settlement amount.

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

**That Council authorise the Chief Executive Officer to complete administrative action i.e. agreement, payment with ERTECH Pty Ltd, in settlement of an outstanding financial matter, with the final payment being \$301,000 (incl GST)**

**(Carried: 12/0)**

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**10 NOTICE OF MOTION FOR CONSIDERATION AT THE FOLLOWING MEETING**

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Nil.

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<b>11 GENERAL BUSINESS - SEE NOTE (1)</b>
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**Leave of Absence.**

Council approved leave of absence – Cr Stewart (July – October 2007)

**(Moved: Cr Stevenson Seconded: Cr Butler Carried: 12/0)**

**Vote of Appreciation**

Council resolved a vote of appreciation to the outgoing Chairman, Cr Clarey, for long and dedicated service to Mindarie Regional Council.

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<b>12 NEXT MEETING</b>
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**12.1 Ordinary Council Meeting**

- 16 August 2007
- 4.30 pm
- Town of Vincent

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<b>13 CLOSURE - MEETING DECLARED CLOSED AT 6.25 PM</b>
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**Notes**

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

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

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MINDARIE REGIONAL COUNCIL  
Waste Management Authority

## MINUTES

### TECHNICAL WORKING GROUP

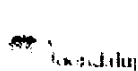
15 JUNE 2007

8.30 AM

VENUE – TOWN OF CAMBRIDGE

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





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

8 June 2007

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 15 June 2007 commencing at 8.30 am.

Items for consideration are attached.

Yours faithfully

**KEVIN POYNTON**  
Chief Executive Officer

MEMBERS:	K Poynton	Chief Executive Officer	Mindarie
	E Albrecht	Operations Manager	Stirling
	D Blair	Director Technical Services	Wanneroo
	C Colyer	Executive Manager Technical Services	Cambridge
	D Djulbic	Executive Director Technical Services	Joondalup
	K Dhillon	Finance & Business Services Manager	Mindarie
	G Dunne	Director of Service Units	Perth
	R Elliott	Manager Environmental Waste Services	Wanneroo
	G Eves	Director Infrastructure Management	Stirling
	P Hoar	Coordinator Waste Management	Joondalup
	R Lotznicker	Executive Manager Technical Services	Vincent
	V Nysen	Waste Services Development Officer	Stirling
	A Sheridan	Executive Manager Technical Services	Vic Park
	M Tolson	Operations Manager	Mindarie
	I Watkins	Projects Manager	Mindarie

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**MINUTES OF A MEETING OF THE TECHNICAL WORKING GROUP OF THE  
MINDARIE REGIONAL COUNCIL HELD IN THE COUNCIL CHAMBER OF THE  
TOWN OF CAMBRIDGE, 1 BOLD PARK DRIVE, FLOREAT, ON FRIDAY 15 JUNE  
2007 AT 8.30 AM.**

**PRESENT:** K Poynton Chairman

<b>Members Messrs</b>	Chris Colyer	Executive Manager Tech. Sves	Cambridge
	Kalwant Dhillon	Finance & Business Sves Mgr	Mindarie
	David Djulbic	Director Infrastructure	Joondalup
	Robert Elliott	Man. Envir. Waste Sves	Wanneroo
	Peter Hoar	Coordinator Waste Man	Joondalup
	Rick Lotznicker	Executive Manager Tech. Sves	Vincent
	Viet Nysen	Waste Sves Dev. Officer	Stirling
	Alex Sheridan	Executive Manager Tech Sves	Vic Park
	Mike Tolson	Operations Manager	Mindarie
	Ian Watkins	Project Manager	Mindarie

**VISITORS** Nil

**APOLOGIES** E Albrecht  
G Dunne

**CONFIRMATION OF MINUTES**

Not applicable

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**MINUTES**  
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<b>5</b>	<b>BUDGET 2007/2008</b>	<b>FIN/9</b>	<b>P33-62</b>

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**ITEM 1. BUSINESS REPORT (JUNE 2007) – Technical Working Group  
15 June 2007**

**File No:** COR/8

**Attachment(s):** Nil

**Author:** Kevin Poynton

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**SUMMARY**

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

**BACKGROUND**

The Council at its meeting held on 27 April 2006, resolved, inter alia, to approve the Annual Business Plan 2006/2007. This Business Plan has been derived from the Strategic Plan for the Mindarie Regional Council. The timeframe for that Strategic Plan was 2004/2009. This business report is now presented in a format consistent with the structure of the approved Annual Business Plan. *This report contains both historical information and current update with the current updates in 'bold italics'.*

**DETAIL**

**OBJECTIVE ONE – RESOURCE MANAGEMENT**

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

**Development and Implementation of Resource Management Programs**

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

**Information related to landfill activity to 30 April 2007:**

	Tonnage			Revenue		
<b>Members</b>	<b>Actual</b>	<b>Budget</b>	<b>Percentage</b>	<b>Actual G/L</b>	<b>Budget</b>	<b>Percentage</b>
Cambridge	10,155	12,000	84.63%	\$438,614	\$527,400	83.17%
Joondalup	60,249	73,000	82.53%	\$2,591,916	\$3,208,350	80.79%
Perth	13,248	16,000	82.80%	\$570,457	\$703,200	81.12%
Stirling	67,204	80,000	84.00%	\$2,897,636	\$3,516,000	82.41%
COS-Bales	18,715	22,000	85.07%	\$327,699	\$385,000	85.12%
Victoria Park	11,067	13,000	85.13%	\$476,287	\$571,350	83.36%
Vincent	11,231	14,000	80.22%	\$483,791	\$615,300	78.63%
Wanneroo	55,546	62,000	89.59%	\$2,403,800	\$2,724,900	88.22%
Wanneroo MRF	5,096	5,000	101.92%	\$86,841	\$87,500	99.25%
Sub total Members	252,511	297,000	85.02%	\$10,277,041	\$12,339,000	83.29%
<b>Casuals</b>						
South Perth	6,949	3,000	231.62%	\$377,938	\$98,775	382.63%
Casual	32,926	50,517	65.18%	\$2,395,007	\$3,536,171	67.73%
Sub Total Casuals	39,875	53,517	74.51%	\$2,772,945	\$3,634,946	76.29%
<b>Total</b>	<b>292,386</b>	<b>350,517</b>	<b>83.42%</b>	<b>\$13,049,986</b>	<b>\$15,973,946</b>	<b>81.70%</b>
<b>Other not incl above</b>						
Recycling Centre	214			\$258,848	\$260,000	99.56%
Cover	23,676					
% Year to Date	83%					

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

- JJ MacDonald have completed lining of this area of landfill ***and Department of Environment & Conservation (DEC) has approved it in line with the conditions of the licence. Mindarie Regional Council has commenced filling this landfill with the first truckload of waste coming through last week***

**Ertech Claim against Mindarie Regional Council**

***Council approved the recommendation from Mindarie Regional Council's legal advisor to make an offer to Ertech Pty Ltd of \$203,215 plus interest and an additional allowance for legal fees to \$20,000 to settle the claim.***

***The offer has been made to Ertech Pty Ltd. No response has been received to date.***

**Limestone Disposal Update**

Limestone is currently being offered at \$2.00 per tonne for crushed limestone and free of charge for bulk limestone.

***BGC has crushed approximately 50,000 tonne of limestone and to 6 June 2007 had removed 16,500 tonne off site. The intention is to crush 60,000 tonne and move it off site for limestone block manufacture. In three months' time the process will be repeated. BGC have indicated that the quality of the material being crushed is well suited for making limestone blocks.***

***Stoneridge have been manufacturing limestone blocks on site. Up to 6 June 2007 5,000 blocks had been removed off site at an approximate mass of 1,100 tonne. It is anticipated that once the initial teething problems have been sorted out, production will increase significantly.***

***Current limestone removal from the stockpile by BAC and Stoneridge and reshaping undertaken by the Mindarie Regional Council has reduced the height of the stockpile by approximately 5m. The maximum height was at 72m above sea level, it is estimated that the stockpile has been reduced to approximately RL67m. The exact height reduction will be known after the end of June aerial survey.***

***As more material is moved off site, the height of the stockpile will continue to be lowered progressively over time down to approximately RL55 (being the maximum permitted height of the landfill).***

***Mindarie Regional Council remains actively involved in marketing limestone for off site removal.***

**Recycling**

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

A partnership-oriented contract with Amcor has been commenced, and this involves the collection and packaging at Tamala Park, of paper and cardboard, and the further processing of material by Amcor. In summary, Amcor has provided a compactor to

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Tamala Park, and will collect baled material. Advantages to Mindarie Regional Council include reduced costs (elimination of transport requirements) and increased revenue (increased volume of product). ***Negotiation is currently in progress with the view to having this arrangement on an ongoing basis.***

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

#### **Master Plan for Tamala Park**

The finalisation of the revised lease for Tamala Park will enable the progress of a Master Plan for the site. This activity will be initiated in **2007/08**.

#### **Gas Management**

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

- operations are producing 4.7 mega watts
- drilling of wells in Stage Two Phase Two ***was completed in April 2007 and is now producing gas***
- ***discussions with LFG on contract issues have commenced***

#### **Groundwater Management**

The current situation as at 1 April 2007 with regard to Groundwater Management activities is as follows:

- CSIRO have completed their Annual Report on Groundwater Management for Mindarie Regional Council
- Groundwater Modelling, including coastal zone impact, will be completed to 'draft report' status by end **June 2007**
- Planning for potential groundwater management tasks for year 2007/2008 has commenced

#### **Resource Recovery Facility**

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

#### **Regional Waste Management Plan**

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

Further work on the program of tasks as part of this Plan is scheduled for **2007/2008**.

#### **Community Communication Activities**

***The Corporate Function was held in March 2007 and it was a success.***

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## OBJECTIVE TWO – RESOURCE BUSINESS CREATION

This activity includes strategies to investigate the business opportunities associated with new products, expanded resource recovery capabilities and landfill beyond Tamala. No work has been conducted on this objective during the reporting period.

## OBJECTIVE THREE – INDUSTRY LEADERSHIP

Strategies related to this objective include the following:

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

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

- Continued participation by Councillor Re and Chief Executive Officer in MWAC
- Continued participation by Chief Executive Officer in the Waste Management Association of Australia, and this has included a workshop on draft State Government guidelines for landfill management

***The key points from the MWAC meeting in April 2007 was endorsement to a strategic review of MWAC, to be conducted by WALGA/MWAC representatives.***

The Forum of Regional Councils (FORC) continues to gain momentum, with meetings of the CEO group and Chairs of each Regional Council held during the first quarter of 2007.

## OBJECTIVE FOUR – ORGANISATIONAL MANAGEMENT

Strategies associated with this objective are as follows:

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

### **Establishment Agreement**

The matter of further changes to the current draft Establishment Agreement was considered at a Financial Workshop in March 2007. A further discussion paper on:

- Governance issues
  - Financial issues
  - Project issues
-

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will be presented to a further workshop in **July** 2007.

### **Business Systems**

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

- Financial Management
  - conduct a further workshop *in July 2007 with the view to finalising the twenty year projections for revenue, expenditure and funding*
  - *the upgrade for the Navision Financials, Human Resources and Payroll Systems is currently in progress*
- Records Management
  - continued usage and improvement of Electronic Records Management System
- Policy Development
  - further work on some selected Council policies has been conducted

### **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.

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### **TECHNCIAL WORKING GROUP – 15 JUNE 2007**

The Group agreed the following amendments to the report:

- Inclusion of information on the dispute between JJ McDonald (Contractor) and Cardno BSD (Superintendent)
- Modification of the activity chart to reflect 'as at end May' data
- Inclusion of a report, following 'Limestone Disposal' on the current situation with respect to Mount Tamala
- Inclusion of information on discussion with LFGP to be held Monday 18 June 2007

### **RECOMMENDATION**

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

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**ITEM 2.                    RESOURCE RECOVERY FACILITY – PROJECT PROGRESS  
REPORT – Technical Working Group 15 June 2007**

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

**Attachment(s):**    1. Updated Project Plan  
                             2. Project Development Cost Summary  
                             3. Supplementary Report from TEC

**Author:**              **Ian Watkins**

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**SUMMARY**

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

**BACKGROUND**

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

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

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

- the decision to contract with BioVision2020 for a Resource Recovery Facility (3 August 2006)
  - entered into the Deed of Amendment and Restatement with BioVision2020 to amend and restate the Resource Recovery Facility Agreement as entered into on 11 August 2006
  - requested the Member Councils to provide guarantees for the Mindarie Regional Council's financial obligations under the Resource Recovery Facility Agreement
  - to sell the Bush Forever portion at Lot 505 Neerabup to the West Australian Planning Commission
  - ***that BioVision2020 not be required to pay rent until the commencement of the Operating Period***
  - ***increase the Gate Fee payable to BioVision2020***
  - ***reduce the Performance Guarantee from \$1.5M to \$1.0M***
  - ***requests Member Councils to execute the Deed of Guarantee based on the increased Gate Fee***
  - ***to extend the Conditions Precedents Satisfaction date from 30 April 2007 to 30 June 2007***
-

## DETAIL

### Project Programme

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

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

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

### Progress Report

Key activities recently completed have been as follows:

- continued development of the Community Engagement Strategy
- finalisation of contract details
- all Member Councils resolving to sign the Participant Guarantees
- reviewing BioVision2020 contractual documents
- assessing BioVision2020 change in shareholding request
- **finalisation of** the sale of Bush Forever land
- Developing the water supply on Lot 505 Neerabup
- completed the transfer of environmental responsibility to BioVision2020
- **approved** BioVision2020 fee variation request
- **WorleyParsons withdrawal from BioVision2020**
- **extension of the Conditions Precedents Satisfaction date to 30 June 2007**
- **BioVision2020 discussion with a third party to replace WorleyParsons and Mindarie Regional Council subsequent negotiations**

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## Contract Finalisation Process

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

The following activities have been undertaken since 11 August 2006.

- The contractor's financiers have had an opportunity to review the contract documentation and have provided comment and raised a list of concerns. The financiers concerns were far more than anticipated
- Legal documentation finalised based on agreed contractual positions
- Documentation finalised for the Participants Guarantees
- Further amendments to the Resource Recovery Facility Agreement received from the Contractor (Financier)
- Progress participant guarantee
- Most contract documents have been received and reviewed by the Project Team. There are still a few contract documents that are outstanding
- A detailed assessment of the BioVision2020 fee variation has been undertaken
- ***Sale of the Bush Forever land***
- ***Transfer of environmental licence to BioVision2020***
- ***Following the withdrawal of WorleyParsons, Mindarie Regional Council has commenced negotiations with BioVision2020 to find a suitable replacement***

## Community Engagement

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

Key activities conducted recently were as follows:

- The Community Engagement Advisory Group (CEAG) has been continually informed of the Resource Recovery Facility development process including the award and signing of the contract
  - The community education strategy has been developed in conjunction with the Regional Waste Management Plan
  - Broader community engagement relating to the status of the Resource Recovery Facility development has been commenced
  - BioVision2020 presentation to CEAG on the details of the proposed development
  - Continuous monitoring of SMRC odour related negative publicity in the press and responding to Mindarie Regional Council relevant queries as appropriate
-

- ***CEAG working on developing the concept for a community education facility at Neerabup (possibly in conjunction with a mobile display)***

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

The Secondary Waste Treatment Facility Working Group met ***on 15 February 2007.***

Meeting notes for the meeting have been distributed to all Mindarie Regional Council Councillors, Chief Executive Officers of member Councils and key staff via email.

### **Water Lease**

***An exemption has been received from the Minister of Water Resources releasing the Mindarie Regional Council from the requirements to obtain a Water Supply Licence under Section 18 of the Water Services Licencing Act 1995. Mindarie Regional Council is now free to supply water to BioVision2020 in accordance with the requirements of the Resource Recovery Facility Agreement.***

### **Land Issues**

The City of Wanneroo and Landcorp are actively progressing with the development of the Neerabup Industrial Estate. The Mindarie Regional Council and Cardno BSD Town Planners have been involved in meetings and discussions with various parties over the proposed Structure Plan. The proposed site levels in the revised Structure Plan have been reviewed and are deemed acceptable. The main outstanding issue to be resolved is the removal of the planned North/South road access across Lot 505.

Matters relating to satisfying Commitment 6 of Ministerial Statement 662 in relation to the preservation of the Bush Forever have been finalised by the project team. The Department of Environment and Conservation has recently accepted that Commitment 6 has been complied with.

***Mindarie Regional Council and WAPC have concluded the sale of the Bush Forever land and the funds have been received.***

### **Site Development**

#### Development Application

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

#### Water Supply

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

The installation of one water supply bore was completed in March. The pumping equipment and related infrastructure will only be installed once Financial Close has been achieved and a date finalised when BioVision2020 will be moving on site.

#### Site Levels

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

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request has been agreed to, and discussions are progressing to finalise the site design levels. It is not anticipated that there will be any cost to the Mindarie Regional Council associated with the general earthworks.

### **Future Activities Planned**

Future activities associated with this project are as follows *(subject to a suitable replacement for WorleyParsons being found)*:

- continuation of community engagement via the Community Engagement Advisory Group
- ***finalise negotiations with BioVision2020***
- ***revision of the Conditions Precedent date to 30 June 2007***
- review the possibility of a water lease with Trandos Farms
- installation of Water Supply infrastructure
- finalisation of site levels

### **Project Plan**

A Project Plan has been developed for the next phase of the Resource Recovery Facility development process to cover the period from signing of the contract through to the completion of commissioning. The Plan also identifies who will be involved in the various activities associated with each item.

The Project Plan is at Attachment One to this Item. ***It is noted that the Project Plan has not been updated since the last Ordinary Council Meeting (26 April 2007) due to the pending replacement of WorleyParsons.***

### **CONSULTATION**

Consultation has occurred with the following groups:

- BSD/Meinhardt Joint Venture
- Freehills
- Woodhouse Legal
- AON Insurance Brokers
- National Australia Bank
- ***BioVision2020 and prospective WorleyParsons replacement***

### **STATUTORY ENVIRONMENT**

- Local Government Act S.3.58 and S3.59
- Local Government (Functions and General) Regulations 7-10
- Water Services Licensing Act 1995

### **POLICY IMPLICATIONS**

Not applicable

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## STRATEGIC IMPLICATIONS

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

## FINANCIAL IMPLICATIONS

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

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

This work has been as follows:

- quantification of payments post **5 April 2007** and up to **6 June 2007**
- quantification of Work in Progress i.e. work completed but yet to be invoiced
- review of funds required for further work **6 June 2007** – end June 2007
- **incorporating estimates for the 2007/2008 financial year**

## Loan Status

Loan 10 was originally set up to cover all of the development costs relating to the RRF facility. Due to significantly increased consultant costs (mainly legal), this original loan amount of \$2,000,000 has been insufficient. Consequently, Loan 10 has been increased by an additional \$2,600,000. As can be seen in the Table at Attachment Two to this Item, based on current estimates, there will be insufficient funds to cover the anticipated expenditure for 2007/2008. **Once a decision is taken on the replacement of WorleyParsons and the way forward**, an assessment of future development costs will be carried out to determine more accurately by how much Loan 10 needs to be increased by to cover the remaining project development costs.

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

## Proceeds from Sale of Bush Forever Land

***The Mindarie Regional Council received \$1.06M from the WAPC for the sale of the Bush Forever portion of Lot 505 Neerabup. The purchase of Lot 505 originally cost \$3.5M and was funded via a loan. The proceeds from the sale will be used to reduce the loan amount.***

## TECHNCIAL WORKING GROUP – 15 JUNE 2007

The Group noted the plan for a Special Council Meeting to be held on Wednesday 27 June 2007 (AM) to consider the Tender Evaluation Committee recommendations on project structure.

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## **RECOMMENDATION**

### **That Council:**

- (i) receive this Progress Report dated 15 June 2007 on the project to establish a Resource Recovery Facility in the Mindarie region**
  - (ii) note the process for handling the proceeds from the sale of the Bush Forever portion of Lot 505 Neerabup (\$1.06M)**
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**ATTACHMENT ONE**  
**TO ITEM 2**  
**TECHNICAL WORKING GROUP MEETING**  
**15 JUNE 2007**  
**UPDATED PROJECT PLAN**

### **UPDATED PROJECT PLAN (as at 5 April 2007) – Contract Signing to Commissioning**

The project plan is a summary of the required activities to be carried out by the project team from the date of signing of the contract (11 August 2006) to the end of commissioning of the Resource Recovery Facility (31 August 2008).

Project management and general coordination of the RRF development process beyond the contract signing date will be carried out by the JV. Initially this will be carried out by John King (Cardno BSD); however, once construction commences Vic Nightingale (Meinhardt) will take the lead project management role.

The following is a breakdown of the various milestones to be achieved and the associated tasks. Note that the Action is allocated to a person associated with the MRC team. However, the majority of the tasks will require the Contractor to also undertake certain tasks before the MRC team can complete the required Action (for example, providing the relevant plan for review).

#### **Contract Signing – 11 August 2006**

#### **Conditions Precedent - 11 August 2006 to 16 February 2007**

##### **Review and acceptance of Project Agreements: -**

	<u>Action By</u>
• The D&C Contract;	Freehills, JV
• The Asset Management Contract;	Freehills, JV
• The Marketing Contract;	MRC
• The Shareholders' Agreement;	Freehills
• The Lease;	Freehills
• The Tripartite Agreement;	Completed
• The Financing Documents;	Freehills, PKF
• Any agreements for the sale of Products;	Freehills, MRC
• The Technology and Design Agreement;	Freehills, JV
• The Composter Design Agreement;	Freehills, JV
• The Composter Fabrication and Installation Contract;	Freehills, JV
• The Owner's Engineer Agreement;	Freehills, JV
• The Asset Management Parent Company Guarantee; and	Freehills
• Any other agreements designed to the Project Agreements.	MRC

##### **Receipt of: -**

	<u>Action By</u>
• Constitution, Memorandum and Articles of Association of the Contractor; and	Freehills
• Certificate of incorporation of the Contractor.	Freehills

Review and acceptance of: -

• Certificate from the financing parties;	<u>Action By</u> Freehills, PKF
• Certificate from Company Secretary and copies of letters of credit from the Shareholders to the Contractor;	Freehills, PKF
• Finalisation of insurance arrangements;	Freehills, AON
• Business Plan and Marketing Strategy;	Freehills, JV, MRC
• Reporting and Communications Plan;	Freehills, JV, MRC
• Project Implementation Schedule;	Completed
• Development Security;	Freehills
• Development Approval;	JV
• Monitoring and Testing Plan;	JV, MRC
• Risk and Contingency Plan;	JV, MRC
• Occupational Health and Safety Plan;	JV, MRC
• Decommissioning Plan;	JV, MRC
• Site Induction Plan for Construction;	JV, MRC
• Construction Environmental Management Plan;	JV, MRC
• Peer Review of the Odour Control System;	JV, MRC
• Construction and Verification Plan;	JV, MRC
• Site Plan;	JV, MRC
• Detailed design of the RRF.	JV

Receipt of: -

• Australian Taxation Office ruling (51AD & 16D; and	<u>Action By</u> Completed
• Confirmation that the Minister for the Environment has revoked the nomination of MRC and nominating the Contractor as proponent for the proposal.	Completed
• Confirmation that the shareholding of the Contractor has been amended to proportions of 70%:15%:15%	Freehills, JV
• Confirmation that the Contractor has given the D&C Contractor unconditional notice to proceed	JV

Finalization of: -

• Financial Model.	<u>Action By</u> PKF, MRC
• Gate Fee Calculation Model	PKF, MRC
• the Certifier Agreement for Practical Completion and appointment of an independent certifier	Freehills, JV

MRC must obtain: -

• Water Licences	<u>Action By</u> MRC,
• MRC Guarantee	JV, W/house, MRC
• Satisfied condition 5 (Prepared and implemented a Regional Waste management Plan) and conditions 6 (Bush Forever site) contained in the Minister's Statement.	Completed

**Beyond Conditions Precedent Date (16 February 2007)**

Review of Contractor's Authorizations (other than the Development Approval) necessary to perform the Contractor's Obligations under the Contract: -

- |                                 | <u>Action By</u> |
|---------------------------------|------------------|
| • Undertaking the Project;      | JV               |
| • Owning and operating the RRF; | JV               |
| • Disposing of Residue;         | JV               |
| • Works Approval; and           | JV               |
| • Building licence.             | JV               |

**Construction – 15 March 2007 to 31 August 2008**

Contract management	JV
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**Commissioning – 1 June 2008 to 31 August 2008**

Commissioning management	JV
--------------------------	----

Review of (in compliance with Schedule 2):-

- |  |         |
|--|---------|
| • Commissioning Plan                   | JV      |
| • Environmental Management System      | JV      |
| • Certified copy of Operating Licence  | JV      |
| • Commissioning Report                 | JV      |
| • Operations and Maintenance Manual    | JV, MRC |
| • Air Emissions Characterisation Study | JV      |
| • Odour Management Plan                | JV      |

Review and approval of:-

- |   |                |
|---|----------------|
| • Site Induction Plan for Operations                | JV             |
| • Innovation and Continuous Improvement Plan        | JV             |
| • Certificates of insurance for the operating phase | Freehills, AON |

**Practical Completion – 31 August 2008**

Beyond practical completion support services will be determined as necessary.

**ATTACHMENT TWO**  
**TO ITEM 2**  
**TECHNICAL WORKING GROUP MEETING**  
**13 APRIL 2007**  
**PROJECT DEVELOPMENT COST SUMMARY**

## Page

Pre-2004/5 costs expensed through Tamala Park operations

**ATTACHMENT THREE**  
**TO ITEM 9.1.2**  
**ORDINARY COUNCIL MEETING**  
**5 JULY 2007**  
**SUPPLEMENTARY REPORT**  
**FROM**  
**TENDER EVALUATION COMMITTEE**



## **Mindarie Regional Council Resource Recovery Facility Project**

### **Supplementary Report from the Tender Evaluation Committee**

#### **SITA - Compost Sales and Transport**

##### **1.0 Background**

At a Special Council Meeting on 27 June 2007, the MRC considered a report from the Tender Evaluation Committee (TEC) on a request from BioVision2020 Pty Ltd, the resource recovery facility (RRF) contractor, for approval to the following:

- 1) To replace WorleyParsons with SITA Environmental Solutions Pty Ltd (SITA) in the roles of Asset Manager and Owners Engineer.
- 2) To a change in shareholding of BioVision 2020 Holdings Pty Ltd.
- 3) For a variation to the Gate Fee as requested by SITA.
- 4) For an extension of the Scheduled Conditions Satisfaction Date to 31 August 2007.

One of the issues relating to the requested Gate Fee variation was a proposal that the MRC assumes responsibility for the costs associated with transporting to the point of sale and managing the sale of compost produced by the RRF. SITA believes that the upper limit of these costs will be \$455,000 per annum. This would involve transporting approximately half of the compost to the Custom Compost facility in Gingin. It has been assumed by SITA, on the advice from Custom Compost, that half of the compost will be sold at the RRF. If the cost exceeds \$455,000 in a year then the MRC would meet 75% of the costs above the limit and SITA would meet 25%. Custom Compost will be bearing the risk of the transport costs being greater than \$7 per tonne and that more than 20,707 tonne per annum will need to be moved. Revenue from the sale of compost would be used to offset these costs. When it becomes a positive net revenue, the net revenue would be shared between the MRC (75%) and SITA (25%).

##### **2.0 Email from Cr Loftus of 29 June 2007**

On 29 June 2007, Councilor Loftus sent the following email to the MRC CEO:

*I am concerned that the major change to the risk profile of the RRF contract was not sufficiently considered at the meeting this week. In a brief discussion with Ian after the meeting he indicated that the two options in relation to the sale of compost were:*

*a) add \$4.55/t to the gate fee and the contract would stay the same in that BioVision would be fully responsible for all aspects of marketing the compost and if it was sold at a loss or required additional transport, this was at the risk of BioVision. If there was a profit, then that was shared.*

*This was set up on the basis that the contractor had the knowledge and interest in making good quality compost and finding markets and was the main basis for adopting a BOO type contract model, compared say with the SMRC who went for a BOOT contract and are doing the marketing of the*



compost.

*b) save the \$4.55/t on the gate fee but guarantee transport costs up to \$455,000 per year plus 75% of any additional costs. This was based on a model of half of the compost being used locally and the rest being transported to a proposed Custom Compost facility in Gingin. The TEC had felt that there was a high probability that the compost market would develop in the metropolitan area in the next few years and therefore there would be a saving for the MRC.*

*On the other hand if the market is slow to develop and the proposal by Custom Compost does not eventuate, the MRC could face significantly greater costs on an ongoing basis. This would also have an impact on the members guarantee.*

*I think that this issue is such a significant departure from the original concept that it needs to be addressed by a separate report to Council so that we can fully understand the options and make an informed decision. Or do I need to put a motion on notice?*

*Also, could you please advise me of what the processible rate would be for members if the RRF were able to handle all of the region's domestic rubbish so that I can better appreciate the situation that we will have when the next RRF is operating.*

### **3.0 Cost Associated with Compost**

The objective of the TEC in recommending the transfer of compost transport risk to the MRC was to reduce the cost to the MRC through:

- no mark up by SITA on the cost of disposing of the compost, and
- to enable the MRC to benefit from initiatives it could take to minimise the transport costs.

It was felt that the MRC and/or its Member Councils are better placed than BioVision2020 to reduce the cost of transporting compost from the RRF. For example, they could use the compost in the early stages of the project, and take delivery of the compost from the RRF. If this were the case then a reduction in the Gate Fee would be realised. If the alternative strategy were adopted, whereby the Gate Fee was increased by \$4.55 per tonne, then there would be no financial incentive for the MRC to seek to reduce these costs. The higher price would be met by the MRC regardless of the opportunities for cost savings that may emerge.

It is proposed that BioVision2020 remain responsible for the marketing, sale and transport of the compost. It is considered by the TEC that the alignment of the responsibility for production and sale of the compost is a basic requirement for the project structure. The MRC will have the ability to identify opportunities to reduce the cost of transporting the compost, such as the Member Councils collecting compost from the RRF for their own use. BioVision2020 will be required to utilise this option or an alternative option of no less cost to the MRC. This requirement does not change the basic responsibility of BioVision2020 to market and sell the compost for maximum return and to minimise the cost to the MRC.

It is a current requirement of the RRFA that the annual marketing strategy for compost is approved by the MRC. This requirement reflects the MRC's interest in revenue received for the sale of compost and will not change.

SITA has advised that the maximum cost of transporting and disposing of the compost by its composting marketing contractor, Custom Compost, be \$455,000 per annum. This has been calculated based on the following arrangements with Custom Compost:

1. Custom Compost will be paid by the MRC a 'logistics management fee' of \$8 per tonne of compost it handles. [Cost = \$8 x 41,414 = \$331,312]

2. Custom Compost will be paid \$7 per tonne transport cost, up to a maximum of 20,707 tonnes per annum, for each tonne of compost that it transports from the RRF. [Cost = \$7 x 20,707 = \$144,949]
3. The total cost of \$476,261 is in June 2007 dollars. It is discounted to \$455,000 in February 2006 dollars, which are used in the Gate Fee of the RRFA.

If the MRC uses some of the compost, then Custom Compost will be paid 50% of the logistics management fee (ie \$4/t) for the tonnes used by the MRC. Custom Compost will only be paid the transport fee for 75% of the tonnes that it is required to transport from the RRF, up to a maximum of 20,707 tonne per annum.

Compost used by Member Councils will be considered to be tonnes used by the MRC.

Revenue in excess of the logistics management fee and the transport costs is considered to be net revenue. Net revenue will be shared between the MRC and SITA in the ratio of 75/25.

The cost of transporting compost will be determined from the actual cost to Custom Compost for transporting all compost from the RRF to the point of sale. If the material is transported to Custom Compost's Gingin facility, then the maximum transport cost will be \$10 per tonne.

The proposed compost Marketing Agreement with Custom Compost, which is still be finalised by SITA, will have a maximum annual payment of \$455,000 (in February 2006 dollars). The logistic management fee will be escalated by CPI. The transport costs will be escalated by the Road Transport Index.

SITA has required the MRC to agree to share the cost of disposal of compost above \$455,000 per annum, to cover the possibility of the Custom Compost contract terminating. SITA will not take any risk on the compost costs without being paid a profit margin on that cost. Under the proposed arrangements, SITA will not be paid a margin on the compost disposal costs.

The compost Marketing Agreement is a Project Agreement under the RRFA, and requires MRC approval.

#### **4.0 Processible Waste Disposal Rate**

The RRF that will be built by BioVision2020 is only capable of treating processible waste which is waste collected from the weekly household waste collection service. It is not suitable for treating all other waste.

The MRC Member Councils currently collect 153,061 tonnes of processible waste per annum. Stage 1 of the RRF, which is the subject of this project, will treat 100,000 tonnes of waste per annum. If all of the processible waste was to be treated at a RRF and the gate fee at the RRF was the same as now proposed by BioVision2020 for its facility, then the processible waste disposal rate paid by the Member Councils would equal the Gate Fee payable by the MRC to the Contractor (\$125.90/t in June 2007 dollars) plus an amount to cover the MRC costs associated with the project (\$9.95/t). This amounts to \$135.85 per tonne in June 2007. This compares to an estimated processible waste disposal fee of \$108.43 per tonne at June 2007 for the current BioVision2020 / SITA proposal.

The actual cost will depend on the Gate Fee payable by the MRC at the RRF for the second stage of the RRF.

The non processible waste disposal rate of \$47.90 per tonne is unlikely to alter as a result of all of the processible waste being treated.

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**ITEM 3. REQUEST FOR TENDER 13/81 – PURCHASE AND REMOVAL OF  
RECYCLABLE MATERIALS – Technical Working Group  
15 June 2007**

**File No:** WST/105

**Attachment(s):** Nil

**Author:** Mike Tolson

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**BACKGROUND**

In 2004, the Council entered into a three-year contract with Sims Metal to recycle light gauge steel, heavy metal, car bodies and batteries from Tamala Park. The tender period is complete and the Council administration has progressed a further tender for the purchase and removal of recyclable materials for a period of three years. The tender has been advertised, received, and considered by the administration, to the stage where a tender recommendation is provided for consideration.

**DETAIL**

The Council requested Tenderers to offer a tender that comply with the specification to purchase and remove recyclable material from the Tamala Park Waste Management facility, to include heavy and light gauge ferrous metal, non-ferrous metals, car bodies, lead acid batteries and LPG bottles.

**TENDER INFORMATION**

Three tenders were received in response to RFT 13/81. The tenderers were Neerabup Recycling, Smorgon Steel (Smorgon) and the Sims Metal Group (Sims).

**Tender Assessment**

Council staff assessed tenders; the details of a tender assessment are described below.

The assessment of tenders was conducted based on:

- Compliance criteria
- Qualitative criteria
- Purchase Price offered

**Compliance Criteria**

Attachment A to the Tender document was the response by the tenderers, Neerabup Recycling, Smorgon and Sims of the acceptance of the Specification and Special Conditions of the Contract. Sims is deemed to have presented a non –conforming tender because they were not able to satisfy the tender specification and are removed from further evaluation. The request for tender specified a requirement for the removal of LPG bottles; Sims declined to include LPG bottles as part of their tender offer.

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### Qualitative Criteria

The remaining two tenderers have demonstrated the relevant experience in and evidence that they have purchased and removed recyclable heavy and light gauge ferrous metal, non-ferrous metals, car bodies and lead acid batteries or similar good recently. Both tenderers provided a number of referees; discussions have occurred with these referees, with satisfactory outcomes in terms of performance.

### Purchase Prices Offered

Detailed below is the financial analysis for the purchase of heavy metal, light metal, car bodies, batteries and LPG bottles at the prices offered by the two tenders. The tables below show Smorgan Steel as the most advantageous per tonne purchase price.

### Comparison Table

Tenderer	Heavy Gauge Metal	Light Gauge Metal	Non Ferrous Metals – Car Bodies	Lead Batteries	LPG Bottles
Smorgan	\$179.94	\$179.94	Various as listed per Kilogram price*	\$174.94	\$200.00
Neerabup Recycling	\$145.00	\$120.00	Various as listed per tonne price**	\$80.00	\$75.00
					No value removed free of charge
					*** LPG \$300 Fire Ext \$250

\*\*\* These figures reflect as a cost to Council for the removal of LPG bottles and fire extinguishers

### Non-Ferrous Metals Comparison Tables

* Smorgan	Price/Kg	Price/Tonne	** Neerabup Price/Tonne
Aluminium extrusion	\$2.00	\$2000.00	\$1500.00
Aluminium cans	\$1.60	\$1600.00	\$1000.00
Aluminium cast	\$1.80	\$1800.00	\$1100.00
Copper e.g. tanks	\$7.50	\$7500.00	\$4500.00
PVC Copper wire	\$3.20	\$3200.00	\$1800.00
Stainless Steel	\$3.00	\$3000.00	\$1500.00
Mixed metal e.g. electric motors	\$0.60	\$600.00	\$300.00

Further comments on this pricing information are as follows:

- Smorgon's offer is calculated on the Tex Report and US Dollars. This report is issued every quarter and an ANZ exchange average is used to calculate back to Australian Dollar. Smorgon's submitted price is 40% of the current Tex Report for a 3 month for a fixed period to be reviewed quarterly.
- Smorgon's Non Ferrous prices are based on the London Metal Exchange to be reviewed the first of each month.
- Neerabup Recycling prices are subject to Price Variation based on the World Prices on the Australian Stock Exchange. The prices offered are set for three (3) months then recalculated from the commencement of the Contract.

Both Smorgon and Neerabup have fixed prices for only 3 months. The need for annual price adjustments is appreciated. Both tenderers are subject to variations in exchange rates, shipping costs and the world supply and demand for recyclable metals. This makes the forecasting of future price beyond 12 months difficult. The proposed 3-monthly reviews need to extract the best possible purchase price through current information of future price trends. Mindarie Regional Council will need to be satisfied at each 3-monthly review that it has achieved the best revenue outcome.

Both tenderers have the experience and capacity to successfully undertake and service the contract. Consequently, the tender decision is purely financial. Thus, Mindarie Regional Council would maximise its revenue by awarding Smorgon Steel a three-year contract to purchase and remove recyclable materials from Tamala Park.

#### **STATUTORY ENVIRONMENT**

The outcome for the Council is that a further 3000 tonnes plus of recyclable metal is estimated for diversion from landfill demonstrating responsible community leadership to resource recovery.

#### **POLICY IMPLICATIONS**

Not applicable

#### **FINANCIAL IMPLICATIONS**

Minimum estimated annual revenue to the Council of \$200,000.00

#### **STRATEGIC IMPLICATIONS**

Not applicable

#### **TECHNICAL WORKING GROUP – 15 JUNE 2007**

The Group agreed on the general application of a quantitative tender evaluation system for future Mindarie Regional Council tenders.

#### **RECOMMENDATION**

**That Council accept the tender submitted by Smorgon Steel for the purchase and removal of recyclable metal from the Mindarie Regional Council Tamala Park site for a period of three (3) years**

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**ITEM 4.                    STAGE 2 PHASE 3 LANDFILL PROGRESSIVE EXCAVATION –  
Technical Working Group 15 June 2007**

**File No:**                **WST/106**

**Attachment(s):**    **1. Tamala Park Site Layout**

**Author:**              **Ian Watkins**

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**SUMMARY**

The purpose of this report is to obtain approval from Council to progressively excavate Phase 3 landfill.

**BACKGROUND**

As part of the ongoing development of landfill airspace, Stage 2 Phase 2 (East and West) has recently been completed and landfilling has commenced.

The next and final phase of excavation of Tamala Park is Stage 2 Phase 3. There are a number of options available for the excavation of this phase of the works.

Council at the Ordinary Council Meeting 26 April 2007 noted "the intent of the Administration to call tenders for the removal of 1.4M tonnes of limestone".

It is now appropriate that Council consider the available options to determine the way forward.

**DETAIL**

Current Planning

Within the current financial planning, it has been anticipated that Stage 2 Phase 3 excavation and lining would occur during the 2009/2010 financial year and at a cost of approximately \$23 million (excavation = \$15M and lining = \$8M).

Recent landfill consumption estimates have confirmed that landfilling in Phase 3 must commence in July 2010. To be conservative, a target date of January 2010 is being used (6 month buffer). To achieve this target landfilling date of January 2010 and allowing 6 months for lining, the excavation of Phase 3 must be complete by July 2009.

Anticipated Excavation Works

It is estimated that Phase 3 will involve the excavation of approximately 1 million m<sup>3</sup> (1.4m tonnes) of limestone.

The works will have to be carried out in conjunction with ongoing landfilling operation. There will be significant interaction between the excavation contractor and the waste placement activities. This is as a result of Phase 3 being the last excavation phase and hence access to the bottom of the excavation will have to be gained over the waste that has been placed in Phase 2.

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Due to community pressure and the lack of available space on site, the vast majority of excavated material will have to be immediately moved off site. Based on available space and current limestone removal volumes, it would be possible to stockpile approximately 300,000 m<sup>3</sup> (420,000t) of limestone on site. This however, will slow down the rate of height reduction that is currently occurring on the limestone stockpile adjacent to Kinross.

#### Available Options

Stage 2 Phase 2 was excavated at a rate of approximately 7,000 m<sup>3</sup>/day (9,800 t/day). This is the maximum excavation rate that is reasonably practical. The cost of the excavation (Stage 2 Phase 2 West) was approximately \$10/m<sup>3</sup> (\$7.15/t) with ¼ of the material being moved off site.

It is estimated that it would be possible to move 2,000 m<sup>3</sup>/day (2,800 t/day) of limestone off site without impacting too much on surrounding traffic flows.

Available options are as follows:

1. 2007/2008 financial year - Mindarie Regional Council push up stockpiles of limestone and put out a tender(s) for a contractor(s) to remove up to 2,000 m<sup>3</sup> (2,800 t) of limestone per day. Anticipated removal of 400,000 m<sup>3</sup> (560,000 t) for the year. Depending on the success, it may be able to repeat the process in 2008/2009 financial year or go to tender for a contractor to excavate and remove the remaining 600,000 m<sup>3</sup> (840,000 t).
2. 2008/2009 financial year - Mindarie Regional Council put out a tender for the excavation and removal of the complete Phase 3 work over a 9 month period (min 5,000 m<sup>3</sup>/d or 7,000 t/d) with the majority of the material being taken off site.

The advantage of Option 1 is that the off site removal is spread over nearly 2 years hence the Mindarie Regional Council can take advantage of any available demand for limestone during the period and hence potentially reduce the disposal cost. This option also reduces the impact on the surrounding traffic flows.

The disadvantage of Option 1 is that the excavation costs will be incurred earlier than would be the case for Option 2. The cost saving potential for gradual off site disposal should easily outweigh the relatively minor financial impact of incurring the expenditure 12 months earlier.

The potential cost savings include:

- take advantage of the construction industry supply and demand over a 24 month period
- no double-handling (stockpiling then removal at a later date)
- provide more time for industry to look at potential users for the limestone

Option 2 is more typical of what has been done with previous excavation works; however, with significant cost increases due to offsite limestone disposal. The main advantage is the reduced duration of the works (9 months vs. 24 months).

Option 1 is seen as the preferred option and has been anticipated (subject to Council approval of this Item) when establishing the 2007/2008 Budget.

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The removal of limestone from Phase 3 is not anticipated to impact on the removal of limestone from the stockpile and the subsequent height reduction.

### **CONSULTATION**

During the preparation of this Item consultation occurred with the following:

- Mindarie Regional Council Operations staff
- Mindarie Regional Council Finance staff
- Woodhouse Legal
- Limestone Contracting Industry (various)

### **STRATEGIC IMPLICATIONS**

Continuation of the excavation activities is an essential aspect of ongoing landfill development at Tamala Park.

### **FINANCIAL IMPLICATIONS**

The financial implications of adopting Option 1 are as follows:

- incur expenditure 12 months earlier
- total project cost potentially significantly less than Option 2

The anticipated costs implications for the 2007/2008 financial year are as follows:

Design Consultant	= \$20k
MRC Project Manager	= \$10k
Site works (survey etc)	= \$10k
MRC Plant and Equipment hire	
- Dozer (1.600hrs)	= \$480k
- Excavator (400hrs)	= \$80k
- Haulage Contractor (400k m <sup>3</sup> )	= \$1.8m
<b>Total Anticipated Cost</b>	<b>= \$2.4m</b>

Typical cost of \$6/m<sup>3</sup> (\$4.30/t) for all site disposal in comparison to \$10/m<sup>3</sup> (\$7.15/t) paid for Stage 2 Phase 2 West (with only 25% of the material being removed off site).

Project funding will be via a loan.

### **STATUTORY ENVIRONMENT**

Progress of works in accordance with the Local Government Act 1995.

### **COMMENT**

Airspace consumption and hence timing of future excavations is influenced by many factors, hence the earlier the excavation works is commenced, the more the ability of the landfill operations to absorb unforeseen circumstances without negatively impacting on its ability to accept Member Council waste.

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Option 1 provides this flexibility.

#### **TECHNCIAL WORKING GROUP – 15 JUNE 2007**

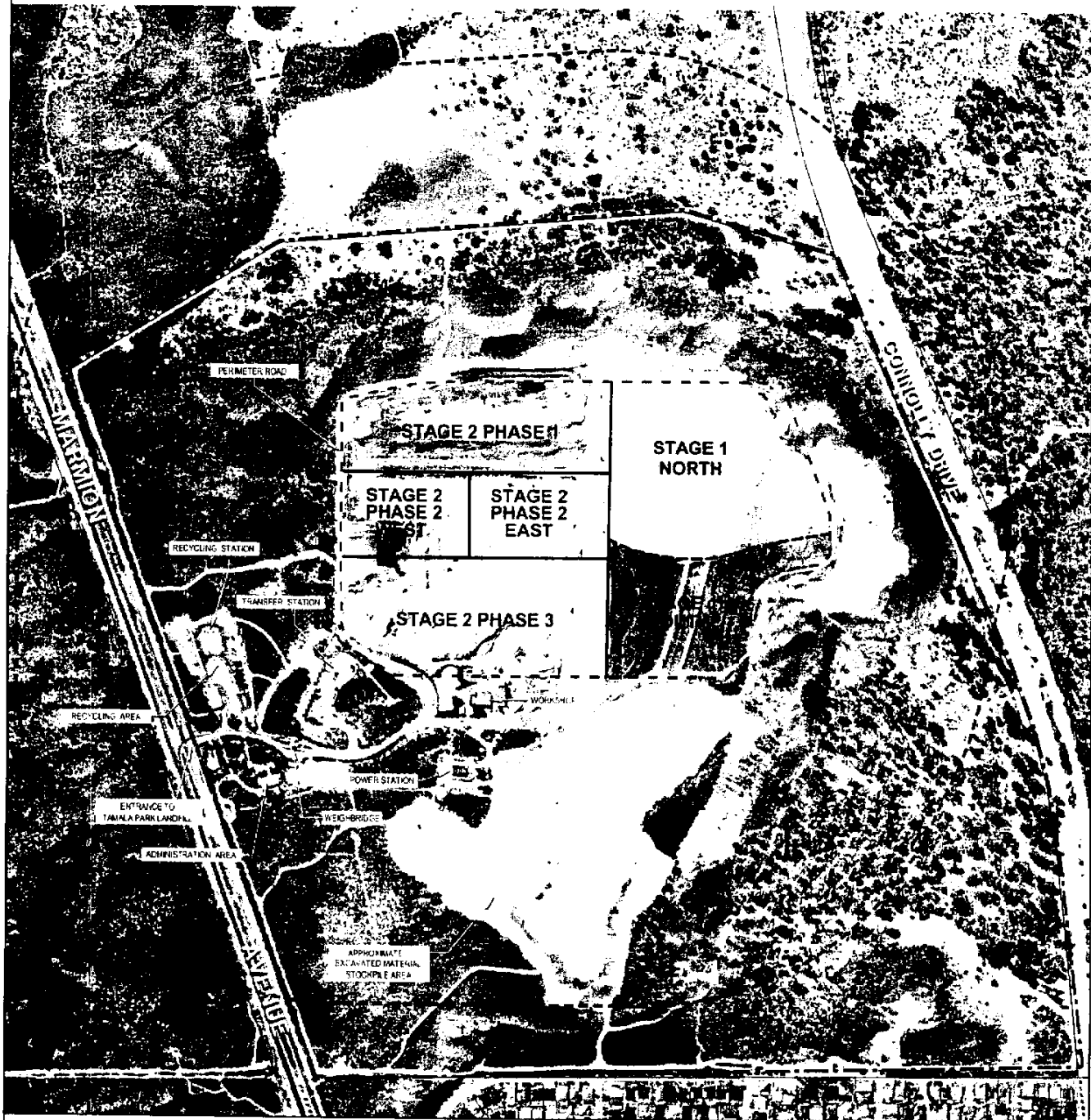
The Group agreed on the inclusion of further information on the potential need to dispose of material to Mount Tamala under Option Two.

#### **RECOMMENDATION**

That Council:

- (i) accepts the concept of bringing forward the excavation of Stage 2 Phase 3 excavation works as proposed in Option 1 to this Item
  - (ii) notes the total anticipated cost for the 2007/2008 financial year at \$2.4m
  - (iii) approve the loan funding of \$2.4m for this project and authorise the CEO to obtain the loan from the bank.
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**ATTACHMENT ONE**  
**TO ITEM 4**  
**TECHNICAL WORKING GROUP MEETING**  
**15 JUNE 2007**  
**TAMALA PARK SITE LAYOUT**



# **LEGEND**

- ACTIVE LEASE BOUNDARY
- LANDFILL BUFFER ZONE
- - - APPROVED LANDFILL AREA



**Tamala Park  
Site Layout  
Mindarie Regional Council (MRC)**

**1:6000**



**V05013**

**SK02**

**A3**

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**ITEM 5.            BUDGET 2007/2008**

**File No:**            **FIN/9**

**Attachment(s):**    1. **Operation Statement by Nature & Type**  
                              **Operation Statement by Program**  
                              2. **Schedule of Capital Expenditure**  
                                  **Schedule of Disposal of Assets**  
                              3. **Schedule of Fees – Member**  
                                  **Schedule of Fees – Non Member**  
                              4. **Supplementary Information – Detailed Budget by Line Items**  
                              5. **Additional Information on Borrowings**

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

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**SUMMARY**

The purpose of this report is to present to Council the final draft Budget Papers for 2007/2008.

**BACKGROUND**

The Council, at its meeting held on 26 April 2007 at Item 9.1.4 resolved:

*That Council:*

- (i)     *note the methodology used to derive the Business Plan 2007/2008 and associated plans*
- (ii)    *approve Business Plan 2007/2008*
- (iii)   *note the content of the Strategic Budget 2007/2008*
- (iv)    *Approve an estimated member's Gate Fee for 2007/2008 of \$47.90 (ex GST), for increase upon the introduction of any additional landfill levy, by that amount, at the time of approval, and \$19.10 (ex GST) for member's residue waste*

Supporting documentation provided as Attachments were as follows:

- **Attachment One**
  - Business Plan 2006/2007
- **Attachment Two**
  - Draft Annual business Plan 2007-2008
- **Attachment Three**
  - Draft Operating Strategic Budget
- **Attachment Four**
  - Schedule of Proposed Fees and Charges

**DETAIL**

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

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

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

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

#### **Business Concept – 2007/2008**

The proposed business concept for 2007/2008 is described in the Business Plan for 2007/2008 adopted at the April 2007 Ordinary Council Meeting (OCM) detailed above.

The Final Draft Budget has been prepared in line with the Business Plan for 2007/2008.

#### **Assumptions**

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

- that the volume of waste for disposal at Tamala Park will be similar to 2006/2007. The Member's tonnage estimates are based on the estimates provided by Member Councils and casual usage is based on the usage level as in 2006/2007.
- that the diversion of waste from landfill, measured in tonnes, will be similar to 2006/2007. The commencement of the Resource Recovery Facility operation is assumed to be around May 2009
- that fees and charges for Member Councils and non-members will be consistent with endorsements of Council at its meeting in April 2007
- that the Council will use the revised financial model details endorsed at the April 2004 Ordinary Council Meeting as follows effective from 1 July 2004:
  - a) *a cost of equity (or "notional interest:") will be calculated for funds contributed by Member Councils and retained surpluses, for the purpose of determining the actual cost of tipping*

- b) *additional funds for working capital requirements to be raised either through retention of surplus or external borrowing. Mindarie Regional Council will determine timing of repayment of funds contributed, including retained surpluses*
- c) *operational surpluses are distributed to Member Councils in ownership percentages subject to the retention of funds for future requirements*

*Associated Business Rules Become*

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

Assumed that 'Notional Interest', for the purpose of the preparation of this Budget, is zero which is consistent with the concept of Cost Recovery Models universally. The broader issue of the final form of Financial Model to be adopted by Mindarie Regional Council is being pursued through a series of Financial Management Workshops and the findings will be reported back to the Council on finalisation.

## **OPERATING**

### **Income Projections**

The total income for the year is budgeted at \$18.2m. This is an increase of \$1.6m over the estimated actual for 2006/2007. The increase is mainly attributable to the increase in member and non-member gate fees.

The major income for 2007/2008 can be analysed as follows:

- Members' User Charge fees of \$13.8m based on revised fees and estimated tonnages delivered to Tamala Park as advised by Member Councils
  - Casual Tipping Fees of \$3.054m based on similar tonnages to 2006/2007 (actual) and the revised fees of \$76.36 (ex GST) per tonne
  - Income from Gas Power Generation is estimated at \$350,000
-

- Income from sale of recyclables is estimated at \$260,000

### **Expenditure Projections**

The total expenditure for 2007/2008 is budgeted at \$16m approximately.

This represents an increase of \$2.47m approximately over the projected actual expenditure for 2006/2007.

The increased expenditure is mainly attributable to the following areas:

	\$'000
1. Employee costs	554
2. Communications and Public Consultation	232
3. Landfill Expenses	164
4. DEP Landfill Levy	187
5. Interest Expense	104
6. Administration	132
7. Excavation Amortised	945
Other	148
	<b>2466</b>

### **Budget Item Explanation**

#### **1. Employee costs**

The increase over last year is due to following:

- Two additional positions in Operations	
- Division	\$118,000
- EBA Increase for the year	\$145,000
- Delay in filling the new positions	
- arising from the	
Restructure in 2006/2007	\$ 97,000
- Higher provisions for annual, long	
- service and	
Sick leave in line with EBA	\$134,000
- Others	\$ 60,000

The expenditure for 2006/2007 is expected to be lower than budget due to the delay in filling the positions arising from the restructure of both administration and operations and this has resulted in a higher increase when 2007/2008 budget is compared to the projected actual expenditure for 2006/2007. The increase over 2006/2007 budget is only \$457,000.

The two new positions in Operations are the Grounds Maintenance Officer and the Welder.

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The new position of Grounds Maintenance Officer is to ensure the grounds of the landfill are maintained in line with the requirements of the licence from Department of Environment & Conservation. Previously this was outsourced.

The total cost related to this position is as follows:

**Recurrent**

Wages and entitlement	\$58,780
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**Capital**

Support Vehicle	\$20,000
Non-toxic weed control System (steam)	\$25,000
Portable generator	\$15,000
Water Tank (4001)	\$ 1,500
Ancillary equipment	\$13,500
<b>Total</b>	<b>\$75,000</b>

This cost would be offset by savings, in 2007/2008, of approximately \$150,000 in labour hire, contractor weed control and plant operating.

The Welder is required to assist in the maintenance of the tools and equipment in view of the expansion of the operations including the maintenance of the bins to comply with the Worksafe recommendations.

The total cost of this position is as follows:

Wages and entitlement	\$58,780
Steel for repair	\$10,000
Workshop consumables	\$ 1,000
<b>Total</b>	<b>\$69,780</b>

This cost would be offset by savings, in 2007/2008, of approximately \$65,000 in the repairs and maintenance account.

Position	Current FTE	Comment
CEO	1	
Finance and Business Manager	1	
Administration Sves Co-Ordinator	1	
Senior Finance Officer	1	
Finance and Personnel Officer	1	
Project Officer	0	Utilise contract professional
Customer Service Officer (Reception)	1	
Governance Officer	1	
Records Officer	1	
Operations Manager	1	
Deputy Operations Manager / Fitter	1	Covers for Operations Manager when not available. Taken over plant maintenance previously contracted out
Foreman	1	
Environmental Officer	0	Utilise contract professional
Plant Operators	5	Highly skilled plant operators



Recycling Attendants	10	Provide security and service relating to hazardous household waste facility operating at the recycling facility. Operation of bin truck from this group.
Transfer Station Attendants /truck drivers	6	Multi-skilling – rotating through tasks plus maintain safety standards at transfer station. Change in method of operations
Grounds Maintenance Officer	1	New position to ensure compliance with licence
Welder	1	New position to assist with workshop and maintenance program
Safety Officer	1	Provides support to Operations Manager in relation to safety, compliance, minor projects and household hazardous waste issues
Weighbridge Officer	1	Operates weighbridge and monitors quality of waste entering the site
<b>Total</b>	<b>36</b>	

In addition to the above there is eight part-time casual recycling staff to cover the weekends as required. These staff ensure the minimisation in the use of contract labour.

## 2. Communications and Public Consultation

The increase, in the main, is due to a lower expenditure for both Corporate Communication Strategy and concept for Waste Management Education in 2006/2007 as compared to the budget for 2006/2007 resulting in an anticipated saving of \$165,000 for 2006/2007. However, in 2007/2008 it is expected that this expenditure will be incurred at a higher level. The details are as follows:

Advertising	\$ 29,000	- Statutory, Tender and Recruitment advertising
Corporation Communication Strategy	\$313,000	- Refer A below
Concept for Waste Management Education	\$190,000	- Refer B below
<b>Total</b>	<b>\$532,000</b>	

### (A) Corporate Communication Strategy

- *Corporate Branding* \$30,000  
Work on new branding for MRC
- *Brand Ambassador* \$40,000  
Cost of Prominent Australian as Ambassador for MRC
- *Mindarie Regional Council News* \$85,000  
Publication and distribution of MRC News

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•	<i>Facts &amp; Statistics</i> Update and publication of information sheets	\$15,000
•	<i>DVD Breaking New Ground</i> Update of program's content and distribution of copies throughout MRC region	\$45,000
•	<i>Internet</i> Update and broadcast audio/video material of interest to public	\$ 8,000
•	<i>Advertising</i> Corporate advertisements	\$15,000
•	<i>Media Activities</i> Prepare and distribute media releases	\$ 5,000
•	<i>Corporate Function</i> Annual Corporate Function	\$35,000
•	<i>Annual Report</i> Editing and printing of Annual Report	\$15,000
•	<i>Waste Conference Support</i> Support for the Annual Conference	\$20,000
		<b>\$313,000</b>

(B) Concept for Waste Management Education

•	Waste Education Officer Contract – part time	\$15,000
•	Provision of Waste Education Services (on a contractual basis)	\$75,000
•	Earth Carers Project	\$35,000
•	Community Service Initiative	\$10,000
•	Waste Free Events	\$10,000
•	Evaluation Services	\$10,000
•	Tours Program	\$ 5,000
•	Preliminary work on dry cell battery program	\$ 5,000
•	Preliminary work on 'bus' idea	\$ 5,000

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- RRF Community display \$20,000
- \$190,000**

3. Landfill Expenses

The increase is due to the Rehabilitation program being treated as an operational expense effective 2007/2008 instead of capital as in previous years.

4. DEP Landfill Levy

The increase over last year is due to the increase in levy from \$3 per tonne to \$6 per tonne effective October 2006.

5. Interest Expense

Increase mainly due to the fact that Loan 12 (\$15m Facility) has been fully drawn down to complete the excavation and lining works for Stage 2 Phase 2 (East and West) as well as the increase in the RRF infrastructure loan.

6. Administration

Higher cost due to separate amount budgeted for legal fees and sponsorship. This has been offset by slightly lower consulting costs

7. Excavation Amortisation and Site Monitoring -

The increase is arising from the detailed review of the amortisation of excavation and lining cost, to ensure it is correctly amortised over the length of the landfill and lease, as well as increased rehabilitation and site monitoring provisions to ensure adequate resources.

**TOTAL CAPITAL EXPENDITURE**

**2007/2008**

Proposals for Capital Expenditure within the context of Budget 2007/2008 are detailed on Attachment Two. The key items are as follows:

- Infrastructure costs related to the Resource Recovery Facility - \$1,265,000

The detailed Item on the Resource Recovery Facility is the subject of a separate Item. Briefly this cost relates to the consultants and project management cost in relation to the tender evaluation, contract management and the initial infrastructure cost.

- Construction of Stage 2 Phase 3 (East and West) Excavation- \$2,400,000

This is the cost of excavating Stage 2 Phase 3 in stages and is the subject of a separate Item.

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- Extension of Administration Block \$725,000

The extension of the Administration Block is to cover the shortfall in accommodation in view of the increased staffing as a result of the hike in activities. The business case was approved at the April 2007 Ordinary Council Meeting.

- Transfer Station and Recycling upgrade \$767,000

The existing Transfer Station requires significant upgrade to adequately accommodate the number of vehicles currently utilising the facility.

The Transfer Station was redesigned to improve the overall safety of the facility. This redesign significantly reduced the capacity of the Transfer Station. The facility currently has approximately 600 vehicles passing through over any weekend. In order to adequately accommodate this number of vehicles there is a requirement to modify the facility to cater for increased number of vehicles able to off load at any one time.

The budget allocation is to include finalisation of concept design, detailed design and associated construction works. In addition some consideration will be given to limited sorting of commercial material.

The capital expenditure is proposed to be funded from the following sources:

- a) Resource Recovery Facility – dedicated loan for this facility
- b) Excavation of Landfill – dedicated new loan facility for the Stage 2 Phase 3
- c) Capital Equipment and other assets – projected surplus of \$2.3m for 2007/2008

#### **2006/2007**

The purchase of two loaders was approved at a cost of \$954,000 (with a trade-in of \$273,500 for the existing loaders) in 2006/2007. The purchase was sourced through a tender process and the recommendation was approved at the February 2007 Ordinary Council Meeting. The order was placed with Westrac (the selected supplier) and the delivery was scheduled in the last week of June 2007.

Westrac informed us only this week that they have erred in their order to Caterpillar (USA) and has ordered two standard loaders instead of two waste handling loaders. As a result of this, delivery of these two loaders has been delayed to October 2007.

In view of the above, we recommend that the capital budget allocation of \$954,000 (with a trade-in of \$273,500) be carried forward to 2007/2008.

#### **Funding Plan**

The proposed funding plan for 2007/2008 budgeted expenditure is as follows:

- operating expenditure is to be covered by income primarily from the user fees charges, gas power generation income, sale of recyclables resulting in an estimated surplus of \$2.3m. This surplus needs to be retained to meet the loan repayments and capital expenditure requirements

- infrastructure costs in relation to the Resource Recovery Facility is to be funded from the existing loan of \$2m, additional facility of \$2.6m and additional loan as required
- the additional expenditure for Stage 2, Phase 3 (West) is \$2.4m. This will be funded from the dedicated Loan facility, to be arranged for Stage 2 Phase 3
- Capital Expenditure is to be funded from the surplus of \$2.3m projected for the year

#### **Cashflow – Beyond 2006/2007**

- Mindarie Regional Council resolved at 16 August 2002 meeting at Item 9.2.8 (in part) as a precept that:
  - “(b) *Additional funds for capital requirements to be raised either through retention of surplus or external borrowing, (including borrowing from Member Councils), or a combination of each. Timing of repayment of funds contributed, including retained surpluses, will be determined by Mindarie Regional Council*”

and it was further resolved as part of Item 9.2.8 that:

- “(c) *Operational surpluses are distributed to Member Councils in ownership percentages, subject to the retention of funds for future capital requirements*”

The preferred option for funding cash flow shortfall agreed by Member Councils is to retain the surplus where possible as required, as this was viewed as the most economic from the Mindarie Regional Council point of view than by borrowing for new capital works.

- Uncertainties associated with these projected cashflows include the following significant items:

The contractor for the Resource Recovery Facility was approved and the contract was signed subject to Financial Close and meeting of Conditions Precedent. Further, the ultimate cost per tonne for the gate fees will not be finalised until Financial Close. These charges will not be in effect until mid 2009.

In view of the uncertainty that exists as described above and the requirement for funding of Capital Expenditure as well as given the preferred option of funding cash shortfall by retaining surpluses as required, it is recommended that the surplus for 2007/2008 and future years be retained as approved by Council in August 2005.

Mindarie Regional Council currently has an overdraft facility of \$1m that is reviewable every six (6) months (September and March). It is recommended that this is retained to cover any shortfall in the working capital of the Council.

#### **STATUTORY ENVIRONMENT**

The final draft of the Budget is available for Council consideration and approval prior to end August 2007, in accordance with provision of the Local Government Act 1995 is required.

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## **POLICY IMPLICATIONS**

Not applicable

## **FINANCIAL IMPLICATIONS**

As detailed

## **STRATEGIC IMPLICATIONS**

The Budget 2007/2008 will be consistent with the Council's Strategic Plan and Annual Business Plan for 2007/2008.

## **COMMENT**

The Budget for 2007/2008 is currently being finalised. The Budget is consistent with that information contained in the related year of the Strategic Plan for 2004-2009 and the associated Business plan for 2007/2008.

## **TECHNCIAL WORKING GROUP – 15 JUNE 2007**

The Group agreed the following amendments to the draft budget:

- Modification to the scope of the capital project to improve the Transfer Station, to include consideration of a commercial waste sorting capability.
- Explanation of the total cost associated with additional two staff i.e. Welder, Grounds Maintenance Person
- Inclusion of provision of \$280,000 for ERTECH claim
- Modification to the 'Estimated Fees' chart

## **BUDGET BRIEFING – 25 JUNE 2007**

The budget briefing for Councillors was held on 25 June 2007 at the Town of Cambridge and the following amendments were agreed:

- additional information in relation to total cost; for the positions of Grounds Maintenance Officer and Welder
- additional information for the Communications and Public Consultation project
- additional information for the RRF project

## **RECOMMENDATION**

That Council:

- (i) adopt the draft Budget for the Mindarie Regional Council for Financial Year 2007/2008
  - (ii) endorse the on-going strategy of deferred payment of operational surplus, as approved by Council at its August 2005 meeting, for the FY 2007/2008 and future years to meet its on-going capital requirements
  - (iii) approve the use of an on-going bank overdraft facility of \$1 million to manage cash flow short falls during FY 2007/2008 and future years
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- (iv) approve the capital budget allocation of \$954,000 (with a trade-in of \$273,500), in respect of the purchase of two loaders, to be carried forward to 2007/2008

**(Absolute Majority required)**

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**ATTACHMENT ONE**  
**TO ITEM 5**  
**TECHNICAL WORKING GROUP**  
**15 JUNE 2007**  
**OPERATION STATEMENT BY NATURE & TYPE**  
**OPERATION STATEMENT BY PROGRAM**



## **Mindarie Regional Council**

### **Budget Statements for the year ending 30/06/2008**

**Mindarie Regional Council**  
**BUDGET OPERATING STATEMENT - by Nature and Type**  
**for the year ending 30/06/2008**

	2006/07	2007/08	2006/07
	Budget	Proposed Budget	Est Actual
<b>Revenues from Ordinary Activities</b>			
User Charges			
User Charges - City of Perth	703,200	850,991	684,548
User Charges - City of Wanneroo	2,812,400	3,482,497	2,988,769
User Charges - City of Joondalup	3,208,350	3,180,368	3,110,299
User Charges - City of Stirling	3,901,000	4,309,680	3,870,402
User Charges - Town of Cambridge	527,400	626,101	526,337
User Charges - Town of Vincent	615,300	665,714	580,549
User Charges - Town of Victoria Park	571,350	685,784	571,544
Total Member User Charges	12,339,000	13,801,136	12,332,447
User Charges - City of South Perth	98,775	458,160	453,526
User Charges - Casual Tipping Fees	3,536,171	3,054,400	2,805,009
<b>Total User Charges</b>	<b>15,973,946</b>	<b>17,313,696</b>	<b>15,590,982</b>
Service Charges			
Sale of Recyclable Material	260,000	260,000	279,618
Gas Power Generation Sales	400,000	350,000	319,942
Sale of Limestone	10,000	53,741	53,741
Grants & Subsidies	10,000	5,245	6,295
Contributions, Reimbursements & Donations	2,000	2,471	2,965
Rental	0	0	0
Interest Earnings	20,000	263,000	269,811
Transfer from Reserve	0	0	0
Other Revenue	78,000	1,000	46,205
	<b>16,753,946</b>	<b>18,249,153</b>	<b>16,569,558</b>
<b>Expenses from Ordinary Activities</b>			
Employee Costs	3,007,622	3,464,922	2,911,009
Materials & Contracts			
Consultants and Contract Labour	517,000	482,425	509,970
Communications and Public Consultation	465,000	532,000	300,060
Landfill Expenses	742,558	842,500	678,300
DEP Landfill Levy	1,850,000	1,937,294	1,750,274
Land Lease / Rental	525,000	548,729	524,275
Office Expenses	423,000	381,500	396,194
Maintenance Buildings and Equipment	302,900	313,940	220,310
Plant & Equipment Operating and Hire	819,500	785,500	814,117
Utilities	35,000	56,600	21,008
Depreciation non Current Assets	1,104,577	897,512	850,106
Interest Expenses	1,230,691	1,317,451	1,213,012
Insurance	113,430	129,000	129,010
Other Expenditure			
Members Costs	113,890	88,150	55,111
Administration	117,500	245,000	113,197
Excavation Amortised	3,053,571	3,999,379	3,053,571
Transfer Interest Earnings to RRF	0	0	0
Other Expenditure	49,000	0	0
	<b>14,470,239</b>	<b>16,021,902</b>	<b>13,539,523</b>
Profit on Sale of Asset	2,749	30,099	7,186
Loss on Sale of Assets	14,843	7,097	0
<b>Changes in Net Assets Resulting from Operations</b>	<b>2,271,613</b>	<b>2,250,253</b>	<b>3,037,221</b>

**Mindarie Regional Council**  
**BUDGET OPERATING STATEMENT - by Program**  
**for the year ending 30/06/2008**

	2006/07	2007/08	2006/07
	Budget	Budget	Est Actual
<b>Operating Revenues</b>			
Governance	0	0	0
General Purpose Funding	0	0	0
Housing	0	0	0
Community Amenities	16,695,946	18,249,153	16,524,589
Other Property and Services	58,000	0	44,969
<b>Total Operating Revenues</b>	<b>16,753,946</b>	<b>18,249,153</b>	<b>16,569,558</b>
<b>Operating Expenses Excluding Borrowing</b>			
Governance	900,140	980,488	689,819
General Purpose Funding	0	0	0
Housing	0	0	7,010
Community Amenities	12,339,408	13,723,963	10,727,739
Other Property and Services	0	0	901,942
<b>Total Operating Expenses</b>	<b>13,239,548</b>	<b>14,704,451</b>	<b>12,326,511</b>
<b>Borrowing Costs Expense</b>			
Governance	0	0	0
General Purpose Funding	0	0	0
Housing	0	0	0
Community Amenities	1,230,691	1,317,451	1,213,012
Other Property and Services	0	0	0
<b>Total Borrowing Expenses</b>	<b>1,230,691</b>	<b>1,317,451</b>	<b>1,213,012</b>
<b>Profit (Loss) on Disposal of Assets</b>			
Governance	0	0	0
General Purpose Funding	0	0	0
Housing	0	0	0
Community Amenities	12,094	-23,002	-7,186
Other Property and Services	0	0	0
<b>Total Operating Expenses</b>	<b>12,094</b>	<b>-23,002</b>	<b>-7,186</b>
<b>CHANGE IN NET ASSETS FROM OPERATIONS</b>	<b>2,271,613</b>	<b>2,250,253</b>	<b>3,037,221</b>

**Mindarie Regional Council**  
**BUDGET OPERATING STATEMENT - by Program**  
**for the year ending 30/06/2008**

	2006/07	2007/08	2006/07
	Budget	Budget	Est Actual
<b>REVENUES FROM ORDINARY ACTIVITIES</b>			
Governance	0	0	0
General Purpose Funding	0	0	0
Housing	0	0	0
Community Amenities	16,698,695	18,279,252	16,531,775
Other Property and Services	58,000	0	44,969
<b>Total Operating Revenues</b>	<b>16,756,695</b>	<b>18,279,252</b>	<b>16,576,744</b>
<b>EXPENSES FROM ORDINARY ACTIVITIES</b>			
Governance	900,140	980,488	689,819
General Purpose Funding	0	0	0
Housing	0	0	7,010
Community Amenities	13,584,942	15,048,511	11,940,752
Other Property and Services	0	0	901,942
<b>Total Operating Expenses</b>	<b>14,485,082</b>	<b>16,028,999</b>	<b>13,539,523</b>
<b>CHANGE IN NET ASSETS FROM OPERATIONS</b>	<b>2,271,613</b>	<b>2,250,253</b>	<b>3,037,221</b>

**ATTACHMENT TWO**  
**TO ITEM 5**  
**TECHNICAL WORKING GROUP**  
**15 JUNE 2007**  
**SCHEDULE OF CAPITAL EXPENDITURE**  
**SCHEDULE OF DISPOSAL OF ASSETS**

**Mindarie Regional Council  
NOTES TO AND FORMING PART OF THE BUDGET  
for the year ending 30/06/2008**

	<b>2007/08</b>
	<b>Budget</b>
<b>ACQUISITION OF ASSETS</b>	<b>\$</b>
The following assets are budgeted to be acquired during the year	
<b>BY PROGRAM</b>	
<b>Community Amenities</b>	
Plant and Machinery	189,500
Machinery and Equipment	241,000
Furniture and Equipment	195,000
Land and Buildings	1,542,000
Infrastructure - Landfill	2,855,000
Infrastructure - Resource Recovery	1,265,000
	<b>6,287,500</b>
<b>By Class</b>	
Plant and Machinery	189,500
Machinery and Equipment	241,000
Furniture and Equipment	195,000
Land and Buildings	1,542,000
Infrastructure - Landfill	2,855,000
Infrastructure - Resource Recovery	1,265,000
	<b>6,287,500</b>

**Mindarie Regional Council  
NOTES TO AND FORMING PART OF THE BUDGET  
for the year ending 30/06/2008**

**2007/08**

**Budget**

**SCHEDULE OF CAPITAL EXPENDITURE**

**\$**

The following assets are budgeted to be acquired during the year

**PLANT AND VEHICLES**

**Plant and Vehicles**

- plant49	Kubota RTV900 (Ground Maintenance Vehicle)	20,000
- plant46	Skid Steer Loader	79,500
- plant48	Toyota Camry Replacement	45,000
- plant47	Ford Fairmont Replacement	45,000
		<b>189,500</b>

**MACHINERY AND EQUIPMENT**

**Equipment**

- EQUIP178	Generator Upgrade	100,000
- EQUIP183	Line Marking Machine	8,000
- EQUIP184	Crane Attachment	60,000
- EQUIP185	Weed Spraying Equipment	55,000
- EQUIP177	Increase Water Tank Capacity	7,000
- EQUIP187	Air Compressor	1,000
- EQUIP1131	Replace Hook Lift Bin	10,000
		<b>241,000</b>

**FURNITURE AND FITTINGS**

**Computer and Office Equipment**

- FURN3010	Office Computing Equipment	125,000
- FURN001	Office Furniture and Equipment	58,000
- FURN101	Security Equipment	12,000
		<b>195,000</b>

**BUILDING**

**Building**

Extension of Administration Block	725,000
Recycling and Facilities Upgrade	767,000
Washdown Area Upgrade	50,000
	<b>1,542,000</b>

**INFRASTRUCTURE**

**Operations**

- INF006	Litter Control Fence	75,000
		<b>75,000</b>

**Landfill Excavation**

-	Lining Stage 1 and 2 (Superintendent Fees)	75,000
-	Lining Stage 1 and 2 (MRC Project Manager)	15,000
-	Lining Stage 1 and 2 (SiteWorks - survey etc)	10,000
	<b>SubTotal - Lining Stage 1 and 2</b>	<b>100,000</b>

**Budget**

<b>SCHEDULE OF CAPITAL EXPENDITURE</b>		<b>\$</b>
-	Phase 2 Stage 1	280,000
	<b>SubTotal - Phase 2 Stage1</b>	<b>280,000</b>
-	Phase 3 Excavation (Design Consultant)	20,000
-	Phase 3 Excavation (MRC Project Manger)	10,000
-	Phase 3 Excavation (Sitework - Survey etc)	10,000
-	Phase 3 Excavation (Equipment Hire - Dozer)	480,000
-	Phase 3 Excavation (Equipment Hire - Excavator)	80,000
-	Phase 3 Excavation (Haulage Contractor)	1,800,000
	<b>SubTotal - Phase 3</b>	<b>2,400,000</b>
		<b>2,780,000</b>
<b>Resource Recovery Facility</b>		
-	Legal Fees (1)	250,000
-	Financial and Probity Fees (2)	10,000
-	Insurance Review & Other (3)	15,000
-	Project / Contr Management (JV) (4)	250,000
-	Community Consultation (5)	20,000
-	Project Manager and Tender Evaluation (6)	50,000
-	RRF Infrastructure (7)	670,000
		<b>1,265,000</b>
		<hr/>
		<b><u>6,287,50</u></b>

- (1) \$200k July/August finalise contract documents.  
\$50k limited legal advice during construction.
- (2) Finalise financial Model and setup monthly invoicing Model.
- (3) Finalise project insurance and minor adjustments during construction.
- (4) Finalise contract negotiations and documents, TEC reports and construction management.
- (5) CEAG costs, media releases re. RRF progress.
- (6) MRC project management: co-ordination of MRC site infrastructure.  
managing contracts, co-ordination with neighbours, managing CEAG and  
co-ordination of RRF project between all stakeholders.
- (7) Site fencing, water supply infrastructure, road works, weighbridge and  
office/Community Education Centre.



**Mindarie Regional Council**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**for the year ending 30/06/2008**

	2006/07 Net Book Value	2007/08 Sale Proceeds	2006/07 Profit (Loss)
	Budget	Budget	Budget
<b>DISPOSAL OF ASSETS</b>	\$	\$	\$

The following assets are budgeted to be disposed of during the year.

**By Program**

**Community Amenities**

Skid Steer Loaded	1	(29,500)	(29,499)
Trade In Toyota Camry	19,400	(20,000)	(600)
Trade In Ford Fairmont	27,097	(20,000)	7,097
	<u>46,498</u>	<u>(69,500)</u>	<u>(23,002)</u>

**By Class**

**Plant and Vehicles**

Skid Steer Loaded	1	(29,500)	(29,499)
Trade In Toyota Camry	19,400	(20,000)	(600)
Trade In Ford Fairmont	27,097	(20,000)	7,097
	<u>46,498</u>	<u>(69,500)</u>	<u>(23,002)</u>

**Summary**

	251
	<b>Budget</b>
Profit on Asset Disposals	\$
Loss on Asset Disposal	(30,099)
	<u>7,097</u>
	<u>(23,002)</u>

**ATTACHMENT THREE**  
**TO ITEM 5**  
**TECHNICAL WORKING GROUP**  
**15 JUNE 2007**  
**SCHEDULE OF FEES – MEMBER**  
**SCHEDULE OF FEES – NON MEMBER**

**MINDARIE REGIONAL COUNCIL  
ESTIMATED FEES 2007/2008**

Account	Description	Tonnages Est from 2007-2008	Est Actual 30/06/2007	Budget 2006-2007	Budget 2007-2008
2011 01	City of Perth	17,766	\$ 684,548	703,200	\$ 850,991
2011 03	City of Wanneroo	70,311	\$ 2,884,560	2,724,900	\$ 3,367,897
2011 03	City of Wanneroo - MRF	6,000	\$ 104,209	87,500	\$ 114,600
2011 07	City of Joondalup	66,396	\$ 3,110,299	3,208,350	\$ 3,180,368
2011 02	City of Stirling	81,200	\$ 3,477,163	3,516,000	\$ 3,889,480
2011 02	City of Stirling - Bales	22,000	\$ 393,239	385,000	\$ 420,200
2011 04	Town of Cambridge	13,071	\$ 526,337	527,400	\$ 626,101
2011 05	Town of Vincent	13,898	\$ 580,549	615,300	\$ 665,714
2011 06	Town of Victoria Park	14,317	\$ 571,544	571,350	\$ 685,784
	<b>Total Members</b>	<b>304,959</b>	<b>\$ 12,332,449</b>	<b>\$ 12,339,000</b>	<b>\$ 13,801,136</b>
2011 09	City of South Perth	6,000	\$ 453,526	98,775	\$ 458,160
2012	Casuals	40,000	\$ 2,874,008	3,536,171	\$ 3,054,400
	<b>Total Non Members</b>	<b>46,000</b>	<b>3,327,534</b>	<b>3,634,946</b>	<b>3,512,560</b>
	<b>Total Fees</b>	<b>350,959</b>	<b>\$ 15,659,983</b>	<b>\$ 15,973,946</b>	<b>\$ 17,313,696</b>
2020	Recycling		\$ 310,618	\$ 260,000	260,000

	Proposed \$/tonne (excl dep levy) per schedule	Dep Levy	Proposed \$/tonne (incl Dep Levy )as per schedule	Fee Plus GST
Members fees	41.90	6.00	47.90	52.69
Members residue	13.10	6.00	19.10	21.01
General	70.36	6.00	76.36	84.00
City of South Perth	70.36	6.00	76.36	84.00

**MINDARIE REGIONAL COUNCIL  
"TAMALA PARK" REFUSE AND RECYCLING CENTRE  
SCHEDULE OF PROPOSED FEES AND CHARGES 2007/2008  
Effective 1 July 2007**

		<b>ADOPTED Fee (GST inclusive) from 1 Aug 2006</b>	<b>GST Payable to ATO</b>	<b>PROPOSED Fee (GST inclusive) from 1 July 2007</b>	<b>GST Payable to ATO</b>
<b>1</b>	<b>(a) GENERAL ENTRY</b> General waste and household rubbish (domestic) excepting liquid waste, swill or semi liquid waste. <b>Charge per tonne</b> <b>Minimum charge for entry to site</b>	\$77.00 \$7.00	\$7.00 \$0.64	\$84.00 \$8.00	\$7.64 \$0.73
	<b>(b) Swill or Semi Liquid Waste</b>	Not Accepted		Not Accepted	
	<b>(c) In the event of weighbridge breakdown</b> due to power failure, maintenance or repairs the following fees shall apply to (a) above (I) All vehicles carrying uncompacted waste - per wheel of truck or trailer (larger than 1.8mx1.2m) Trailer (1.8mx1.2m or less) (II) All vehicles carrying compacted waste - per wheel of truck or trailer	\$23.10 \$23.10 \$44.50	\$2.10 \$2.10 \$4.05	\$25.00 \$25.00 \$50.00	\$2.27 \$2.27 \$4.55
	<b>(d) Asbestos - whole loads per tonne (incl burial fee)</b>	\$150.00	\$13.64	\$150.00	\$13.64
<b>2</b>	<b>SPECIAL BURIALS (SUPERVISED)</b> At the discretion of the Site Controller in addition to the tonnage rates <b>Charge per 5 cubic metres</b>	\$130.30	\$11.85	\$135.00	\$12.27
<b>3</b>	<b>CONTROLLED WASTE PER TONNE</b>	\$150.00	\$13.64	\$150.00	\$13.64
<b>4</b>	<b>SPECIAL COMMERCIAL TERMS</b> <b>In Lieu of the charges in 1, 2 &amp; 3 above the following apply:</b>				
	<b>(a) Motor bodies and old machinery each item</b>	\$25.00	\$2.27	\$25.00	\$2.27
	<b>(b) Animal Carcasses</b> Small domestic animals Large animals (Sheep and cattle etc)	\$6.00 \$13.00	\$0.55 \$1.18	\$6.00 \$13.00	\$0.55 \$1.18
	<b>(c) Tyres (Maximum disposal 4) - per 4 tyre, pro rata for &lt; 4</b> Per tonne	\$15.00 \$250.00	\$1.36 \$22.73	\$15.00 \$250.00	\$1.36 \$22.73
	<b>(d) Safe sharp containers</b> 7 litre or less each Over 7 litres per litre	\$13.00 \$1.30	\$1.18 \$0.12	\$13.00 \$1.30	\$1.18 \$0.12
	<b>(e) Light weight bulk material less 300 kg</b> Per cubic metre - each cubic metre	\$19.50	\$1.77	\$25.00	\$2.27

**ATTACHMENT FOUR**  
**TO ITEM 5**  
**TECHNICAL WORKING GROUP**  
**15 JUNE 2007**  
**SUPPLEMENTARY INFORMATION –**  
**DETAILED BUDGET BY LINE ITEMS**

**MINDARIE REGIONAL COUNCIL**  
**Management Report for Operating -**  
**BUDGET**  
**for year ending**  
**30/06/2008**

Acct	Job	Equity	Budget 2006/07	Proposed Budget 2007/08	Est Actual 2006/07
			Total		
OPERATING INCOME					
2011	01	City of Perth	703,214	850,991	684,548
2011	03	City of Wanneroo	2,512,400	1,482,497	1,298,760
2011	07	City of Joondalup	3,205,350	3,180,365	3,110,299
2011	02	City of Stirling	1,901,000	4,309,680	3,870,402
2011	04	Town of Cambridge	1,527,400	1,626,101	1,526,337
2011	05	Town of Vincent	1,615,300	1,665,714	1,580,549
2011	06	Town of Victoria Park	1,571,350	1,635,754	1,571,544
2011	09	City of South Perth	198,775	451,163	450,526
2012		Casual Tipping Fees	1,530,177	1,154,400	1,115,000
2020		Recyclables Sales	260,000	260,000	274,610
2025		Limestone Sales	10,000	150,741	150,741
2110		LGA Advertising Rebate	2,745	2,471	12,365
2205		Grants Recycling Services	110,000	15,247	6,295
2310		General Insurance Reimbursements	131,000	0	1659
2315		Worker Compensation Reimbursements	127,000	0	144,310
2320		Staff Reimbursements	14,000	0	271
2325		Other Reimbursements	116,000	1,100	863
2405		Interest - Municipal Fund	210,000	210,000	210,063
2415		Interest - RRF Loan 10	0	0	9,745
2715		Gas Power Generation Sales	1,400,000	1,450,000	1,19,942
2820		Profit on Sale of Machinery & Equipment	0	100,000	0
2825		Profit on Sale of Plant & Equipment	12,741	0	17,180
Total Income			(16,756,695)	(18,279,252)	(16,576,744)
OPERATING EXPENDITURE					
Employee Costs					
4105		Salaries & Wages (direct)	2,412,336	2,761,524	2,346,017
4107		Worker Compensation (Paid)	20,000	0	46,452
4130		Superannuation	242,334	254,911	210,469
4135		Workers Compensation (Levy)	71,370	84,473	77,385
4140		Staff Uniforms/Protective Cloth	29,000	31,800	30,448
4145		Staff Training	51,700	44,150	39,073
4150		Staff Conferences	43,000	56,100	35,484
4151		Travelling Expenses	4,000	10,000	15,857
4152		Wellness Programs	38,140	14,000	25,753
4153		Cost of Employment (medicals, advertising, contract)	0	0	17,339
4155		FBT Expenses	20,000	26,300	21,062
4156		Provision for Annual / Sick Leave	24,670	140,747	9,477
4157		Provision for Sick Leave	0	0	15,376
4158		Provision for LSL	51,072	40,917	20,817
Total Employee Costs			3,007,622	3,464,922	2,911,009
Consultants and Contract Labour					
5105		Contracted Labour	260,000	322,425	258,661
5110		Consultancy Fees	257,000	160,000	251,309
Total Consultants and Contract Labour			517,000	482,425	509,970
Communications and Public Consultation					
5205		Advertising	37,000	29,000	25,608
5210		Corporate Communications Strat	328,000	313,000	236,366
5225		Concept for Waste Management Education	100,000	190,000	38,086
Total Communications and Public Consultation			465,000	532,000	300,060
DEP Landfill Levy Expenses					
5301		DEP Landfill Levy	1,850,000	1,937,294	1,750,274
Total DEP Landfill Levy Expenses			1,850,000	1,937,294	1,750,274
Land Rental Expenses					
5310		Land Rental - Annual	525,000	548,729	524,275

Acct	Job	Equity	Budget 2006/07	Proposed Budget 2007/08	Est Actual 2006/07
<b>Total</b>					
		<b>Total Land Rental Expenses</b>	<b>525,000</b>	<b>548,729</b>	<b>524,275</b>
		<b>Landfill Expenses</b>			
5305		Clay Liner	50,000	15,000	2,350
5315		Limestone Cover	279,000	260,000	300,245
5335		Groundwater Management	116,000	100,000	68,400
5215		Bushland Management	0	108,000	0
5340		Research and Planning	35,000	135,000	35,795
5345		Access Road Maintenance	106,558	65,000	71,690
5350		Site Operating	156,000	159,500	199,820
		<b>Total Landfill Expenses</b>	<b>742,558</b>	<b>842,500</b>	<b>678,300</b>
		<b>Office Expenses</b>			
5405		Consumables	25,000	0	28,787
5410		Entertainment/Refreshments	62,000	14,500	40,122
5415		Expendable Tools	0	18,700	165
5420		First Aid Materials	4,000	0	1,810
5425		Telephone	27,000	29,100	35,956
5430		Postage/Facsimile Costs	12,000	11,000	9,922
5435		Printing & Stationery	50,000	25,000	36,650
5445		Computer Software	50,000	120,000	17,592
5446		Office Computer Systems	177,000	138,500	115,734
5448		Office EDMS (TRIM)	0	0	93,462
5450		Subscriptions	6,000	16,700	10,143
5455		Office Expenses	10,000	8,000	5,852
		<b>Total Office Expenses</b>	<b>423,000</b>	<b>381,500</b>	<b>396,194</b>
		<b>Maintenance Buildings and Equipment</b>			
5510		Building Maintenance	60,000	59,940	45,594
5520		Control Fencing Maintenance	55,000	36,400	24,264
5525		Garden Maintenance	15,000	0	15,564
5535		Pest and Weed Control	4,500	0	6,171
5550		Recycling Contractors	75,000	125,100	48,876
5555		Signs & Barricades	16,000	16,000	14,762
5565		Monitoring Program	46,200	53,000	30,303
5570		Weighbridge Maintenance	6,200	7,500	12,005
5575		Building Operating	25,000	16,000	22,772
		<b>Total Maintenance Buildings and Equipment</b>	<b>302,900</b>	<b>313,940</b>	<b>220,310</b>
		<b>Plant and Equipment Operating and Hire</b>			
5605		Plant - Fuel & Oils	400,000	366,000	381,108
5610		Plant - MV Licence	6,500	5,500	3,147
5612		Plant - Tyres & Tubes	48,000	65,500	48,636
5615		Plant - Parts & Repairs	130,000	138,500	155,895
5620		Plant Hire Costs	223,000	190,000	213,218
5650		Minor Equipment	12,000	20,000	12,112
		<b>Total Plant and Equipment Operating and Hire</b>	<b>819,500</b>	<b>785,500</b>	<b>814,117</b>
		<b>Members Expenses</b>			
6005		Members Sitting Fees	35,140	32,400	36,751
6010		Members Allowances (not Conference)	6,750	12,000	6,636
6015		Conference Expenses (Members)	60,000	40,000	0
6020		Members Travel and Expenses	12,000	3,750	11,723
		<b>Total Members Expenses</b>	<b>113,890</b>	<b>88,150</b>	<b>55,111</b>
		<b>Administration</b>			
6105		Audit Fees	17,000	35,000	27,215
6110		Bank Charges	20,000	20,000	22,862
6111		Loan Facility Fee	60,000	60,000	54,000
6115		Legal Fees	10,000	80,000	8,831
6125		Sponsorships	10,500	50,000	289
		<b>Total Administration</b>	<b>117,500</b>	<b>245,000</b>	<b>113,197</b>
		<b>Utilities and Rates</b>			
6205		Electricity and Gas (House)	0	17,300	16,508



Acct	Job	Equity	Budget 2006/07	Proposed Budget 2007/08	Est Actual 2006/07
				<b>Total</b>	
6210		Gas	0	500	500
6215		Water (Usage)	0	3,800	4,000
6220		Rates	35,000	35,000	0
		<b>Total Utilities and Rates</b>	<b>35,000</b>	<b>56,600</b>	<b>21,008</b>
		<b>Insurance</b>			
6305		General Insurance (Levy)	74,360	82,930	82,274
6310		Plant Insurance (Levy)	37,070	45,070	46,735
6350		Insurance Excess	2,000	1,000	0
		<b>Total Insurance</b>	<b>113,430</b>	<b>129,000</b>	<b>129,010</b>
		<b>Reimbursements</b>			
6410		General Insurance Recoverable	31,000	0	0
6420		Staff Expenses Recoverable	2,000	0	0
6425		Other Reimbursements Recoverable	16,000	0	0
		<b>Total Reimbursements</b>	<b>49,000</b>	<b>0</b>	<b>0</b>
		<b>Interest Paid</b>			
6505		Interest on Loan 7	93,995	29,382	83,141
6510		Interest on Loan 8	34,240	30,403	33,073
6515		Interest on Loan 9	68,245	31,047	68,960
6520		Interest on Loan 10	191,654	209,557	190,740
6525		Interest on Loan 11	202,557	196,016	198,704
6530		Interest on Loan 12	640,000	821,045	638,395
		<b>Total Interest Paid</b>	<b>1,230,691</b>	<b>1,317,451</b>	<b>1,213,012</b>
		<b>Depreciation</b>			
7110		Depreciation - Building	136,680	226,688	228,654
7115		Depreciation - Furniture & Equipment	71,433	54,534	36,547
7120		Depreciation - Machinery and Equipment	72,273	68,813	61,492
7125		Depreciation - Vehicles & Plant	692,031	464,413	441,679
7130		Depreciation - Infrastructure	132,160	83,064	81,733
		<b>Total Depreciation</b>	<b>1,104,577</b>	<b>897,512</b>	<b>850,106</b>
		<b>Amortisation (Landfill)</b>			
7205		Excavation Amortised	2,063,374	3,906,813	2,063,374
7215		Site Rehabilitation Provision	808,125	0	808,125
7220		Site Monitoring Provisn	182,072	92,566	182,072
		<b>Total Amortisation (Landfill)</b>	<b>3,053,571</b>	<b>3,999,379</b>	<b>3,053,571</b>
		<b>Loss on Sale of Assets</b>			
7820		Loss on Sale of Machinery & Equipment	0	7,097	0
7825		Loss on Sale of Plant & Equipment	14,843	0	0
		<b>Total Loss on Sale of Assets</b>	<b>14,843</b>	<b>7,097</b>	<b>0</b>
		<b>Total Expenditure</b>	<b>14,485,082</b>	<b>16,028,999</b>	<b>13,539,523</b>
		<b>Total Net (-ve = Income)</b>	<b>(2,271,613 )</b>	<b>(2,250,253 )</b>	<b>(3,037,221 )</b>

**ATTACHMENT FIVE**  
**TO ITEM 5**  
**TECHNICAL WORKING GROUP**  
**15 JUNE 2007**  
**SUPPLEMENTARY INFORMATION –**  
**ADDITIONAL INFORMATION ON BORROWINGS**

ADDITIONAL INFORMATION ON BORROWINGS  
Projected Balances for Financial Year 2007/2008

	Value of Loan Approved	Maturity	Projected Opening Balance 01-Jul-07	Principal Drawdown Projected 2007-2008	Principal Repayments Projected 2007-2008	Principal Outstanding Projected 30-Jun-08	Interest Repayments Projected 2007-2008
<b>Tamala Park Landfill</b>							
Loan 7	3,500,000	Feb-08	1,187,444	0	956,552	244,746	29,382
Loan 8	650,000	Feb-14	510,376	0	58,071	453,313	30,403
Loan 9	2,000,000	Mar-08	1,056,881	0	528,106	543,406	31,047
Loan 12	15,000,000	Dec-15	14,777,264	0	1,666,680	13,333,320	821,045
<b>Regional Resource Recovery Facility</b>							
Loan 10	4,600,000	Apr-25	4,076,248	523,752	59,314	4,016,871	209,557
Loan 11	3,500,000	Aug-25	3,356,055	0	104,900	3,253,185	196,016
			24,964,268	523,752	3,373,623	21,844,841	1,317,450

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**ITEM 9.2.1      FINANCIAL STATEMENTS FOR THE PERIODS ENDED  
31 MARCH 2007 AND 30 APRIL 2007**

**File No:**            **FIN/5-02**

**Attachment(s):**   **1. Financial Statement for the period ended 31 March 2007**  
                         **2. Financial Statement for the period ended 30 April 2007**

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

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**SUMMARY**

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

**BACKGROUND**

Financial Statements as at 31 March 2007 and 30 April 2007 are attached and show separate columns for Actual and Adopted Budget figures.

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

The financial statements presented for each month consist of:

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

**DETAIL**

The reports attached are for the months ended 31 March 2007 and 30 April 2007 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. These show a summary of operating income and expenditures. The Operating Statement by Function may be useful to the reader as a snapshot of the business operations
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A complete suite of Financial Statements including Operating Statement and Statement of Financial Position are reported on a monthly basis and include accruals that may be based on estimates to provide meaningful reporting to stakeholders. These reports are at Attachment One and Two to this Item.

#### **RECOMMENDATION**

**That the Financial Statements as attached at Attachment One and Two for the months ended 31 March 2007 and 30 April 2007 be noted.**

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**ATTACHMENT ONE**  
**TO ITEM 9.2.1**  
**ORDINARY COUNCIL MEETING**  
**5 JULY 2007**  
**FINANCIAL STATEMENTS FOR THE PERIODS ENDED**  
**31 MARCH 2007**

## **Mindarie Regional Council**

### **Financial Statements** **to the month ended** **31/03/2007** (Notes to Variances)

**Mindarie Regional Council  
OPERATING STATEMENT  
BY NATURE AND TYPE  
to the month ended 31 March 2007**

	2006/07 Adopted Budget	2006/07 Revised Budget	2006/07 Revised Budget YTD 31/03/2007	2006/07 Current Year Actual to 31/03/2007	% Variance Actual to YTD Budget at 31/03/2007	\$ Variance Actual to YTD Budget at 31/03/2007	Refer to Note
<b>Revenues from Ordinary Activities</b>							
<b>User Charges</b>							
User Charges - City of Perth	703,200	703,200	527,400	517,529			
User Charges - City of Wanneroo	2,812,400	2,812,400	2,109,300	2,255,572			
User Charges - City of Joondalup	3,208,350	3,208,350	2,406,250	2,343,873			
User Charges - City of Stirling	3,901,000	3,901,000	2,526,750	2,939,995			
User Charges - Town of Cambridge	527,400	527,400	395,650	493,879			
User Charges - Town of Vincent	615,300	615,300	461,475	438,004			
User Charges - Town of Victoria Park	571,350	571,350	428,613	433,698			
<b>Total Member User Charges</b>	<b>12,339,000</b>	<b>12,339,000</b>	<b>9,254,256</b>	<b>9,322,956</b>	<b>101%</b>	<b>-66,706</b>	
User Charges - City of South Perth	98,775	98,775	74,001	270,285	362%	-196,808	
User Charges - Casual Tipping Fees	3,506,171	3,506,171	21,52,128	2,143,412	91%	306,217	Note 1
<b>Total User Charges</b>	<b>15,973,946</b>	<b>15,973,946</b>	<b>11,980,460</b>	<b>11,737,757</b>	<b>98%</b>	<b>242,703</b>	
<b>Service Charges</b>							
Sale of Recyclable Material	280,000	280,000	195,000	241,633	124%	-46,633	
Sale of Limestone	10,000	10,000	7,500	41,181	549%	-33,681	
Grants & Subsidies	10,000	10,000	7,500	5,246	70%	2,254	Note 2
Contributions, Reimbursements & Donations	2,000	2,000	1,500	2,471	165%	-971	
Interest Earnings	20,000	20,000	15,000	180,750	1205%	-165,750	
Other Revenue	478,000	478,000	358,500	326,894	91%	31,606	Note 3
	<b>16,753,946</b>	<b>16,753,946</b>	<b>12,565,460</b>	<b>12,535,931</b>	<b>100%</b>	<b>29,528</b>	
<b>Expenses from Ordinary Activities</b>							
Employee Costs	3,007,622	3,007,622	2,273,559	2,005,091	88%	266,468	
<b>Materials &amp; Contracts</b>							
Consultants and Contract Labour	517,000	517,000	387,750	439,774	113%	-52,024	Note 4
Communications and Public Consultation	465,000	465,000	346,750	155,705	45%	193,045	
Landfill Expenses	692,568	692,568	528,166	455,532	86%	72,636	
DEP Landfill Levy	1,850,000	1,850,000	1,387,500	1,291,204	93%	96,296	
Clay Liner	50,000	50,000	37,500	1,958	5%	35,542	
Land Lease / Rental	525,000	525,000	393,750	388,334	99%	5,416	
Office Expenses	327,000	327,000	341,250	272,278	80%	68,972	
Maintenance Buildings and Equipment	377,900	302,000	245,325	120,577	49%	125,348	
Plant & Equipment Operating and Hire	858,500	818,500	619,875	497,652	80%	122,223	
Utilities	35,000	35,000	26,250	6	0%	26,244	
Depreciation non Current Assets	1,104,577	1,104,577	828,433	627,703	76%	200,730	
Interest Expenses	1,230,691	1,230,691	967,947	646,507	87%	121,440	
Insurance	113,430	113,430	112,930	107,508	95%	5,422	
<b>Other Expenditure</b>							
Members Costs	113,890	113,890	85,417	15,926	19%	69,492	
Administration	107,000	117,500	90,750	67,742	75%	23,008	
Excavation Amortised	3,053,571	3,053,571	2,290,178	2,290,178	100%	0	
Other Expenditure	49,000	49,000	36,750	0	0%	36,750	
	<b>14,477,739</b>	<b>14,470,238</b>	<b>11,002,683</b>	<b>9,583,675</b>	<b>87%</b>	<b>1,419,007</b>	
<b>Profit on Sale of Asset</b>	<b>2,748</b>	<b>2,748</b>	<b>2,749</b>	<b>5,888</b>	<b>218%</b>	<b>-3,239</b>	
<b>Loss on Sale of Assets</b>	<b>14,843</b>	<b>14,843</b>	<b>11,132</b>	<b>0</b>	<b>0%</b>	<b>11,132</b>	
<b>Changes in Net Assets Resulting from Operations</b>	<b>2,264,113</b>	<b>2,271,813</b>	<b>1,554,394</b>	<b>2,958,244</b>	<b>190%</b>	<b>-1,403,850</b>	



NOTES FOR VARIATIONS - OPERATING STATEMENT  
BY NATURE AND TYPE

Note #	Description of Item	Nature of Variance where actual is 10% or \$5,000 from YTD Budget
Note 1	User Charges - Casual Tipping Fees	Reduction due to lower tonnages (approximately 4,000 tonnes for the first six months) resulting from gate fees increase from \$57 to \$77.
Note 2	Grants & Subsidies	Due to lower grants and subsidies.
Note 3	Other Revenue	Due to lower income from REC's. Expected to improve once prices stabilise.
Note 4	Consultants and Contract Labour	This is resulting from interim arrangements whilst permanent staff were being employed as part of the restructure in the administration and operation areas. This will ease in the second half and is expected to be on budget.

**Mindarie Regional Council**  
**OPERATING STATEMENT BY FUNCTION**  
to the month ended 31 March 2007

	2005/07	2006/07	2006/07	2006/07	% Variance	\$ Variance
Ref to Note	Adopted	Revised Budget	Revised Budget YTD 31/03/2007	Current Year Actual to 31/03/2007	Actual to YTD Budget at 31/03/2007	Actual to YTD Budget at 31/03/2007
<b>REVENUES FROM ORDINARY ACTIVITIES</b>						
Governance	0	0	0	0	0%	0
General Purpose Funding	0	0	0	0	0%	0
Housing	0	0	0	0	0%	0
Community Amenities	16,698,695	16,698,695	12,524,709	12,507,428	100%	-17,280
Other Property and Services	58,000	58,000	43,500	34,491	79%	-9,009
<b>Total Operating Revenues</b>	<b>16,756,695</b>	<b>16,756,695</b>	<b>12,568,209</b>	<b>12,541,919</b>	<b>100%</b>	<b>-26,289</b>
<b>EXPENSES FROM ORDINARY ACTIVITIES</b>						
Governance	888,840	900,140	677,668	430,795	64%	-246,872
General Purpose Funding	0	0	0	0	0%	0
Housing	0	0	0	5,842	0%	5,842
Community Amenities	13,602,942	13,584,942	10,336,147	8,480,322	82%	-1,855,825
Other Property and Services	0	0	0	666,485	0%	666,485
<b>Total Operating Expenses</b>	<b>14,492,582</b>	<b>14,485,082</b>	<b>11,013,815</b>	<b>9,583,443</b>	<b>87%</b>	<b>-1,430,371</b>
<b>CHANGE IN NET ASSETS FROM OPERATIONS</b>	<b>2,264,113</b>	<b>2,271,613</b>	<b>1,554,394</b>	<b>2,958,476</b>	<b>190%</b>	<b>1,404,082</b>

**Mindarie Regional Council**  
**STATEMENT OF FINANCIAL POSITION**  
**to the month ended 31 March 2007**

	Note	Actuals 2006/07	Movements 2006/07	Actuals 2005/06
<b>Current Asset</b>				
Cash		1,533,023	617,716	915,307
Investments		7,944,250	6,161,649	1,782,601
Debtors		2,315,816	58,818	2,256,798
Stock		7,023	(10,229)	17,252
Other Current Assets		804,474	499,005	305,469
<b>Total Current Assets</b>		<b>12,604,386</b>	<b>7,326,960</b>	<b>5,277,427</b>
<b>Current Liabilities</b>				
Creditors		238,790	75,600	183,189
Provisions		299,207	9,402	289,805
Loans, Leases, Overdrafts		288,156	1,321,318	1,609,474
Accruals		730,105	9,168	1,536,272
Other Current Liabilities		421,494	94,363	327,131
<b>Total Current Liabilities</b>		<b>1,977,751</b>	<b>-1,946,121</b>	<b>3,925,872</b>
<b>NET CURRENT ASSETS</b>		<b>10,626,635</b>	<b>9,275,080</b>	<b>1,351,555</b>
<b>Non-Current Assets</b>				
Land		3,718,127	0	3,718,127
Buildings & Improvements		1,265,789	(171,854)	1,437,443
Furniture & Equipment		72,601	9,909	81,611
Plant & Equipment		1,930,357	(329,998)	2,260,355
Infrastructure		488,014	47,734	440,280
Excavation Work		20,050,431	6,229,730	13,820,701
Resource Recovery Facility		3,534,395	1,283,019	2,251,376
<b>Total Non-Current Assets</b>	9	<b>31,059,714</b>	<b>7,049,821</b>	<b>24,009,893</b>
<b>Non-Current Liabilities</b>				
Provisions		4,953,722	746,901	4,206,821
Loan Liability		24,188,569	12,619,757	11,566,812
Other Non-Current Liabilities		0	0	0
<b>Total Non-Current Liabilities</b>		<b>29,140,291</b>	<b>13,366,657</b>	<b>15,773,633</b>
<b>NET ASSETS</b>		<b>12,546,059</b>	<b>2,958,244</b>	<b>9,587,815</b>
<b>Equity</b>				
Reserves		138,149	0	138,149
Capital Contribution by Constituent Councils		1,645,726	0	1,645,726
Accumulations		10,762,183	2,958,244	7,803,939
<b>Total Equity</b>		<b>12,546,059</b>	<b>2,958,244</b>	<b>9,587,815</b>

Mindarie Regional Council  
STATEMENT OF INVESTING ACTIVITIES  
to the month ended 31 March 2007

	Adopted Budget	Revised Budget	Current Year Actual to 31/03/2007	% Variance Actual to Total Budget at 31/03/2007	\$ Variance Actual to Total Budget at 31/03/2007	Refer to Note
<b>Additions</b>						
<b>PLANT AND EQUIPMENT</b>						
<b>Plant and Vehicles</b>						
Caterpillar 966F Front Loader	460,000	477,000	0	0%	477,000	
Caterpillar 950F Wheel Loader	460,000	477,000	0	0%	477,000	
Toyota Utility	33,000	33,000	31,446	95%	1,554	
Toyota Utility Conversion and Tools	10,000	16,000	7,840	78%	2,110	
	<b>963,000</b>	<b>993,000</b>	<b>39,336</b>			
<b>Equipment</b>						
Breath Analyser / Phone System	2,000	5,900	0	0%	5,900	
Hydraulic Press	7,500	7,500	0	0%	7,500	
Fire Hose Reels to Recycling Centre (x2)	5,000	5,000	0	0%	5,000	
Noise Assessment Meter / Total Station Survey Syst	4,500	6,500	0	0%	6,500	
Water Tank for washramp wastewater treatment works	3,000	3,000	2,807	94%	193	
	<b>22,000</b>	<b>27,900</b>	<b>2,807</b>	<b>10%</b>	<b>25,093</b>	
<b>Computer and Office Equipment</b>						
Security Upgrade	5,000	5,000	0	0%	5,000	
Networking	10,000	10,000	0	0%	10,000	
Purchase / Replacement of Computer and Office Equipment	67,000	87,000	17,484	26%	49,516	
	<b>82,000</b>	<b>102,000</b>	<b>17,484</b>	<b>21%</b>	<b>84,516</b>	
<b>Building</b>						
Toilet Facility for Transfer Station	22,500	22,500	0	0%	22,500	
Extension of Administration Block	348,000	348,000	0	0%	348,000	
	<b>370,500</b>	<b>370,500</b>	<b>0</b>	<b>0%</b>	<b>370,500</b>	
<b>INFRASTRUCTURE</b>						
<b>Communications</b>						
Fibre Optic cable to Workshop	17,000	17,000	15,992	94%	1,008	
Power Line to Recycling Centre drop off area	5,000	5,000	0	0%	5,000	
	<b>22,000</b>	<b>22,000</b>	<b>15,992</b>	<b>94%</b>	<b>1,008</b>	
<b>Operations</b>						
Replace Leachate Retention system in Phase 1	10,000	10,000	10,560	106%	560	
Washdown facility waste water treatment works	42,000	42,000	36,857	88%	5,143	
Upgrade Washdown bay pump system	5,000	5,000	0	0%	5,000	
	<b>57,000</b>	<b>57,000</b>	<b>47,417</b>			
<b>Bush Forever Rehabilitation</b>						
Bush Forever Rehabilitation	75,000	75,000	42,379	57%	32,621	
Bush Forever Rehabilitation - Supervisor	20,000	20,000	1,423	7%	18,577	
Bush Forever Rehabilitation - Regeneration	20,000	20,000	1,019	5%	18,981	
Project Management	5,000	5,000	846	17%	4,154	
	<b>120,000</b>	<b>120,000</b>	<b>45,637</b>			
<b>Resource Recovery Facility</b>						
<b>Legal Fees</b>						
Financial and Probity Fees	45,000	91,868	27,984	31%	63,884	
Insurance Review & Other	15,000	63,241	13,000	21%	50,241	
Project / Contr Management (JV)	280,000	488,721	185,189	38%	303,532	
Community Consultation	20,000	65,989	22,540	34%	43,449	
Project Manager and Tender Evaluation	30,000	56,861	35,870	60%	20,991	
Environmental Approval	15,000	15,000	0	0%	15,000	
RRF Infrastructure	200,000	200,000	420,905	210%	-220,905	
	<b>505,000</b>	<b>1,020,421</b>	<b>1,283,019</b>	<b>64%</b>	<b>737,469</b>	
<b>Landfill Excavation</b>						
Stage 2 Phase 2 (East) Excavator	25,000	25,000	1,625,292	6501%	-1,600,292	
Stage 2 Phase 2 (East) Lining	2,200,000	2,200,000	2,097,335	95%	102,665	
Stage 2 Phase 2 (West) Excavation	5,400,000	5,400,000	3,837,005	71%	1,562,995	
Stage 2 Phase 2 (West) Lining	2,400,000	2,400,000	348,257	14%	2,051,743	
Supervisor	70,000	70,000	54,525	78%	15,475	
Project Management	20,000	20,000	16,822	84%	3,178	
Sitework Survey etc	5,000	5,000	27	1%	4,973	
	<b>10,120,000</b>	<b>10,120,000</b>	<b>7,777,261</b>	<b>77%</b>	<b>2,342,739</b>	
	<b>12,681,500</b>	<b>13,611,821</b>	<b>9,226,941</b>			

(a) Loan Repayments

Actual

				Principal Repayments	Principal Outstanding	Interest Repayments
	Value of Loan Approved	Matures	Principal 01/07/2006	Principal Drawn Down to 31/03/2007	Actual to 31/03/2007	Actual to 31/03/2007
Community Amenities						
Tamala Park Landfill						
Loan 7 - Tamala Park Stage 2 Phase 1 Construction	3,500,000	May-08	1,856,550	0	(673,184)	1,183,366
Loan 8 - Building Upgrade	650,000	May-14	550,570	0	(41,756)	509,214
Loan 9 - Stage 2 Phase 2 Construction	2,000,000	Nov-08	1,302,520	0	(491,277)	811,242
Loan 12 - Construction Stage 2 Phase 2	15,000,000		3,449,232	10,909,413	0	14,358,645
Regional Resource Recovery Facility						
Loan 11 - RRF Land Purchase	3,500,000	May-25	3,428,811	0	(74,274)	3,354,537
Loan 10 - RRF Infrastructure	4,600,000	Mar-25	1,946,672	1,710,344	(40,827)	3,616,189
<b>TOTAL Loan Principal Repayments</b>	<b>29,250,000</b>		<b>12,534,754</b>	<b>12,619,757</b>	<b>(1,321,318)</b>	<b>23,833,193</b>

(846,507)

**ATTACHMENT TWO**  
**TO ITEM 9.2.1**  
**ORDINARY COUNCIL MEETING**  
**5 JULY 2007**  
**FINANCIAL STATEMENTS FOR THE PERIODS ENDED**  
**30 APRIL 2007**

## **Mindarie Regional Council**

### **Financial Statements** **to the month ended** **30/04/2007** (Notes to Variances)

**Mindarie Regional Council  
OPERATING STATEMENT  
BY NATURE AND TYPE  
to the month ended 30 April 2007**

	2006/07 Adopted Budget	2006/07 Revised Budget	2006/07 Revised Budget YTD 30/04/2007	2006/07 Current Year Actual to 30/04/2007	% Variance Actual to YTD Budget at 30/04/2007	\$ Variance Actual to YTD Budget at 30/04/2007	Refer to Note
<b>Revenues from Ordinary Activities</b>							
User Charges							
User Charges - City of Perth	703,200	703,200	586,000	570,457			
User Charges - City of Wanneroo	2,812,400	2,812,400	2,343,667	2,450,641			
User Charges - City of Joondalup	3,208,350	3,208,350	2,673,625	2,591,916			
User Charges - City of Stirling	3,901,000	3,901,000	3,250,633	3,225,335			
User Charges - Town of Cambridge	527,400	527,400	438,505	438,614			
User Charges - Town of Vincent	815,300	815,300	512,750	483,791			
User Charges - Town of Victoria Park	571,350	571,350	478,125	476,287			
Total Member User Charges	12,339,000	12,339,000	10,282,500	10,277,039	100%	5,461	
User Charges - City of South Perth	96,715	96,715	82,313	377,906	458%	-285,626	
User Charges - Casual Tipping Fees	3,496,171	3,538,171	2,946,809	2,395,007	81%	551,802	Note 1
<b>Total User Charges</b>	<b>15,971,346</b>	<b>15,973,346</b>	<b>13,311,622</b>	<b>13,049,985</b>	<b>98%</b>	<b>261,637</b>	
Service Charges							
Sale of Recyclable Material	260,000	260,000	216,667	258,848	119%	-42,182	
Sale of Limestone	10,000	10,000	8,333	44,785	537%	-36,451	
Grants & Subsidies	10,000	10,000	8,333	5,246	63%	3,088	Note 2
Contributions, Reimbursements & Donations	2,000	2,000	1,667	2,471	148%	-804	
Interest Earnings	20,000	20,000	16,667	224,842	1348%	-208,175	
Other Revenue	478,000	478,000	398,333	329,877	83%	68,456	Note 3
	<b>16,753,346</b>	<b>16,753,346</b>	<b>13,961,622</b>	<b>13,916,053</b>	<b>100%</b>	<b>45,589</b>	
<b>Expenses from Ordinary Activities</b>							
Employee Costs	3,007,522	3,007,622	2,521,580	2,259,174	90%	262,406	
Materials & Contracts							
Consultants and Contract Labour	511,000	511,000	430,833	424,975	99%	5,858	
Communications and Public Consultation	465,000	465,000	387,500	180,883	49%	196,617	
Landfill Expenses	882,558	882,558	582,965	563,292	97%	19,673	
DEP Landfill Levy	1,850,000	1,850,000	1,541,667	1,399,395	91%	142,272	
Clay Liner	50,000	50,000	41,667	1,858	5%	39,708	
Land Lease / Rental	525,000	525,000	437,500	432,729	99%	4,771	
Office Expenses	327,000	327,000	368,500	330,161	90%	38,339	
Maintenance Buildings and Equipment	377,900	392,900	264,917	141,925	54%	122,992	
Plant & Equipment Operating and Hire	858,500	818,500	686,417	595,098	87%	91,319	
Utilities	35,000	35,000	29,167	6	0%	29,160	
Depreciation non Current Assets	1,104,577	1,104,577	920,481	696,755	76%	223,726	
Interest Expenses	1,230,691	1,230,691	1,049,263	927,510	88%	121,752	
Insurance	113,430	113,430	113,097	107,508	95%	5,589	
Other Expenditure							
Members Costs	113,890	113,890	94,908	15,926	17%	78,983	
Administration	107,000	117,500	99,687	94,331	95%	5,336	
Excavation Amortised	3,053,571	3,053,571	2,544,642	2,544,643	100%	0	
Other Expenditure	49,000	49,000	40,833	0	0%	40,833	
	<b>14,477,339</b>	<b>14,470,239</b>	<b>12,155,603</b>	<b>10,726,269</b>	<b>88%</b>	<b>1,429,333</b>	
Profit on Sale of Asset	2,749	2,749	2,749	5,988	218%	-3,239	
Loss on Sale of Assets	14,843	14,843	12,369	0	0%	12,369	
<b>Changes in Net Assets Resulting from Operations</b>	<b>2,284,113</b>	<b>2,271,813</b>	<b>1,796,399</b>	<b>3,195,772</b>	<b>178%</b>	<b>-1,399,373</b>	



NOTES FOR VARIATIONS - OPERATING STATEMENT  
BY NATURE AND TYPE

Note #	Description of Item	Nature of Variance where actual is 10% or \$5,000 from YTD Budget
Note 1	User Charges - Casual Tipping Fees	Reduction due to lower tonnages (approximately 4,000 tonnes for the first six months) resulting from gate fees increase from \$57 to \$77.
Note 2	Grants & Subsidies	Due to lower grants and subsidies
Note 3	Other Revenue	Due to lower income from REC's. Expected to improve once prices stabilise.

**Mindarie Regional Council**  
**OPERATING STATEMENT BY FUNCTION**  
to the month ended 30 April 2007

Ref to Note	2006/07 Adopted	2006/07 Revised Budget	2006/07 Revised Budget YTD 30/04/2007	2006/07 Current Year Actual to 30/04/2007	% Variance Actual to YTD Budget at 30/04/2007	\$ Variance Actual to YTD Budget at 30/04/2007
<b>REVENUES FROM ORDINARY ACTIVITIES</b>						
Governance	0	0	0	0	0%	0
General Purpose Funding	0	0	0	0	0%	0
Housing	0	0	0	0	0%	0
Community Amenities	16,698,695	16,698,695	13,916,037	13,884,567	100%	-31,470
Other Property and Services	58,000	58,000	48,333	37,474	78%	-10,859
<b>Total Operating Revenues</b>	<b>16,756,695</b>	<b>16,756,695</b>	<b>13,964,371</b>	<b>13,922,041</b>	<b>100%</b>	<b>-42,329</b>
<b>EXPENSES FROM ORDINARY ACTIVITIES</b>						
Governance	889,640	900,140	755,158	485,683	64%	-269,476
General Purpose Funding	0	0	0	0	0%	0
Housing	0	0	0	5,842	0%	5,842
Community Amenities	13,602,842	13,584,842	11,412,813	9,494,793	83%	-1,918,020
Other Property and Services	0	0	0	739,952	0%	739,952
<b>Total Operating Expenses</b>	<b>14,492,582</b>	<b>14,485,082</b>	<b>12,167,972</b>	<b>10,726,269</b>	<b>88%</b>	<b>-1,441,703</b>
<b>CHANGE IN NET ASSETS FROM OPERATIONS</b>	<b>2,264,113</b>	<b>2,271,613</b>	<b>1,796,399</b>	<b>3,195,772</b>	<b>178%</b>	<b>1,399,373</b>

**Mindarie Regional Council**  
**STATEMENT OF FINANCIAL POSITION**  
**to the month ended 30 April 2007**

	Note	Actuals 2006/07	Movements 2006/07	Actuals 2005/06
<b>Current Asset</b>				
Cash		1,544,463	629,156	915,307
Investments		7,484,271	5,701,670	1,782,601
Debtors		2,466,564	209,767	2,256,798
Stock		5,405	-11,847	17,252
Other Current Assets		737,044	431,575	305,469
<b>Total Current Assets</b>		<b>12,237,747</b>	<b>6,960,320</b>	<b>5,277,427</b>
<b>Current Liabilities</b>				
Creditors		341,894	178,705	163,189
Provisions		297,488	7,682	289,805
Loans, Leases, Overdrafts		272,306	1,137,168	1,609,474
Accruals		338,348	-1,197,922	1,538,272
Other Current Liabilities		393,723	66,591	327,131
<b>Total Current Liabilities</b>		<b>1,643,758</b>	<b>-2,282,114</b>	<b>3,925,872</b>
<b>NET CURRENT ASSETS</b>		<b>10,593,989</b>	<b>9,242,434</b>	<b>1,351,555</b>
<b>Non-Current Assets</b>				
Land		3,718,127	0	3,718,127
Buildings & Improvements		1,246,898	190,545	1,437,443
Furniture & Equipment		69,601	-12,008	81,611
Plant & Equipment		1,890,007	-370,347	2,260,355
Infrastructure		481,203	40,923	440,280
Excavation Work		20,323,206	6,502,505	13,820,701
Resource Recovery Facility		3,680,283	1,428,907	2,251,376
<b>Total Non-Current Assets</b>	9	<b>31,409,326</b>	<b>7,399,433</b>	<b>24,009,893</b>
<b>Non-Current Liabilities</b>				
Provisions		5,033,159	826,338	4,206,821
Loan Liability		24,186,569	12,619,757	11,566,812
Other Non-Current Liabilities		0	0	0
<b>Total Non-Current Liabilities</b>		<b>29,219,728</b>	<b>13,446,095</b>	<b>15,773,633</b>
<b>NET ASSETS</b>		<b>12,783,587</b>	<b>3,195,772</b>	<b>9,587,815</b>
<b>Equity</b>				
Reserves		138,149	0	138,149
Capital Contribution by Constituent Councils		1,645,726	0	1,645,726
Accumulations		10,999,711	3,195,772	7,803,935
<b>Total Equity</b>		<b>12,783,587</b>	<b>3,195,772</b>	<b>9,587,815</b>

Mindarie Regional Council  
STATEMENT OF INVESTING ACTIVITIES  
to the month ended 30 April 2007

	Adopted Budget	Revised Budget	Current Year Actual to 30/04/2007	% Variance Actual to Total Budget at 30/04/2007	\$ Variance Actual to Total Budget at 30/04/2007	Refer to Note
<b>Additions</b>						
<b>PLANT AND EQUIPMENT</b>						
<b>Plant and Vehicles</b>						
Caterpillar 966F Front Loader	480,000	477,000	0	0%	477,000	
Caterpillar 950F Wheel Loader	480,000	477,000	0	0%	477,000	
Toyota Utility	33,000	33,000	31,446	95%	1,554	
Toyota Utility Conversion and Tools	10,000	10,000	7,590	79%	2,410	
	963,000	897,000	39,336			
<b>Equipment</b>						
Breath Analyser - Phone System	2,000	5,900	0	0%	3,900	
Hydraulic Press	7,500	7,500	0	0%	7,500	
Fire Hose Reels to Recycling Centre x5	5,900	5,900	0	0%	5,900	
Noise Assessment Meter - Total Station Survey Syst	4,500	6,500	0	0%	6,500	
Water Tank for washramp wastewater treatment works	3,000	3,000	2,837	94%	163	
	22,900	27,900	2,837	10%	25,063	
<b>Computer and Office Equipment</b>						
Security Upgrade	5,000	5,000	0	0%	5,000	
Shaving	10,000	10,000	0	0%	10,000	
Purchase / Replacement of Computer and Office Equipment	87,000	87,000	17,484	20%	49,516	
	82,000	82,000	17,484	21%	64,516	
<b>Building</b>						
Toilet Facility for Transfer Station	22,500	22,500	0	0%	22,500	
Extension of Administration Block	348,000	348,000	0	0%	348,000	
	370,500	370,500	0	0%	370,500	
<b>INFRASTRUCTURE</b>						
<b>Communications</b>						
Fibre Optic cable to Workshop	17,000	17,000	15,990	94%	1,010	
Power Line to Recycling Centre drop off area	6,000	0	0	0%	0	
	23,000	17,000	15,990	94%	1,010	
<b>Operations</b>						
Replace Leachate Rehabilitation system in Phase 1	10,000	10,000	10,550	106%	550	
Washdown facility waste water treatment works	42,000	42,000	36,857	88%	5,143	
Upgrade Washdown bay pump system	5,000	5,000	0	0%	5,000	
	57,000	57,000	47,407			
<b>Bush Forever Rehabilitation</b>						
Bush Forever Rehabilitation	75,000	75,000	42,379	56%	32,621	
Bush Forever Rehabilitation - Supervisor	20,000	20,000	1,423	7%	18,577	
Bush Forever Rehabilitation - Regenerator	20,000	20,000	1,019	5%	18,981	
Project Management	5,000	5,000	816	16%	4,184	
	120,000	120,000	45,637			
<b>Resource Recovery Facility</b>						
<b>Legal Fees</b>						
Finance and Probity Fees	320,000	1,075,780	709,818	66%	365,962	
Insurance Review & Other	45,000	51,609	27,964	64%	23,646	
Project Contr Management (JV)	15,000	53,261	13,000	21%	40,261	
Community Consultation	260,000	488,721	184,729	38%	303,992	
Project Manager and Tender Evaluation	20,000	65,989	24,327	36%	41,662	
Environmental Approval	30,000	69,681	35,871	60%	33,810	
RRF Infrastructure	15,000	15,000	0	0%	15,000	
	260,000	200,000	433,499	217%	253,499	
	905,000	2,020,441	1,428,907	71%	591,534	
<b>Landfill Excavation</b>						
Stage 2 Phase 2 (East) Excavation	25,000	25,000	1,618,247	6473%	1,593,247	
Stage 2 Phase 2 (East) Lining	2,200,000	2,200,000	2,097,335	95%	102,665	
Stage 2 Phase 2 (West) Excavation	5,400,000	5,400,000	3,637,005	67%	1,762,995	
Stage 2 Phase 2 (West) Lining	2,400,000	2,400,000	1,99,612	33%	1,600,388	
Supervision	70,000	70,000	52,936	76%	17,064	
Project Management	20,000	20,000	16,822	84%	3,178	
Sitework Survey etc	5,000	5,000	27	1%	4,973	
	10,120,000	10,120,000	8,221,984	81%	1,898,016	
	12,641,500	13,817,841	8,819,552			

(a) Loan Repayments

Actual

					Principal Repayments	Principal Outstanding	Interest Repayments
	Value of Loan Approved	Matures	Principal 01/07/2006	Principal Drawn Down to 30/04/2007	Actual to 30/04/2007	Actual to 30/04/2007	Actual to 30/04/2007
Community Amenities							
Tamala Park Landfill							
Loan 7 - Tamala Park Stage 2 Phase 1 Construction	3,500,000	May-08	1,856,550	0	(673,184)	1,183,366	(69,284)
Loan 8 - Building Upgrade	650,000	May-14	550,970	0	(41,756)	509,214	(27,560)
Loan 9 - Stage 2 Phase 2 Construction	2,000,000	Nov-08	1,302,520	0	(491,277)	811,242	(49,133)
Loan 12 - Construction Stage 2 Phase 2	15,000,000		3,449,232	10,909,413	0	14,358,645	(498,662)
Regional Resource Recovery Facility							
Loan 11 - RRF Land Purchase	3,500,000	May-25	3,428,811	0	(74,274)	3,354,537	(165,587)
Loan 10 - RRF Infrastructure	4,600,000	Mar-25	1,946,872	1,710,344	(56,678)	3,600,339	(117,283)
TOTAL Loan Principal Repayments	29,250,000		12,534,754	12,619,757	(1,337,168)	23,817,343	(927,510)

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**ITEM 9.2.2 LIST OF PAYMENTS MADE FOR THE MONTHS ENDED  
31 MARCH 2007 AND 30 APRIL 2007**

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

**Attachment(s):** 1. List of payments made for the month ended 31 March 2007  
2. List of payments made for the month ended 28 April 2007

**Author:** Kalwant Dhillon

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**SUMMARY**

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

**COMMENT**

The lists of payments for the months ended 31 March 2007 and 30 April 2007 are at Attachment One and Two to this Item and are presented for endorsement. Payments have been made in accordance with delegations that allow payments between meetings and are subsequently required to be presented to the next Council meeting following such payments. Further, at the Ordinary Council Meeting held on 18 February 1999, the Council delegated to the Chief Executive Officer the exercise of its power to make payments from the Municipal Fund. This delegation has been renewed upon annual reviews. In order to satisfy the requirements of Clause 13(2) of the Local Government (Financial Management) Regulations, a list of payments made must be submitted to the next Council meeting following such payments.

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

Months Ending	Account	Vouchers	Amount
31 March 2007	General Municipal	9868 - 10025 DD258-DD260 EP 26-EP 28 EP 30 – EP 41	\$5,919,188.48
30 April 2007		10026 - 10106 DD261-262 EP 29 EP 42-EP 57	\$1,871,912.66

Detailed schedules are attached including a summary listing of Consultants for March and April 2007, as requested.

**RECOMMENDATION**

**That Council endorse the list of payments made, as per the delegation made to the Chief Executive Officer, for the months ended 31 March 2007 and 28 April 2007**

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**ATTACHMENT ONE**  
**TO ITEM 9.2.2**  
**ORDINARY COUNCIL MEETING**  
**5 JULY 2007**  
**LIST OF PAYMENTS MADE FOR THE MONTHS ENDED**  
**31 MARCH 2007**

## Schedule of Payments for March 2007 Council Meeting - 2 July 2007

<b>Cheque Payments</b>				
<b>Date</b>	<b>Chq No</b>	<b>Payee</b>		<b>Amount</b>
2/03/2007	9868	<b>TELSTRA</b> Telephone Charges to 3 Feb 07 & Equipment rental to 3 Mar 07		640.28
2/03/2007	9869	<b>OSPREY ASSET MANAGEMENT</b> Provision of Administration Staff Emergency Procedures Training Feb 07		1,650.00
2/03/2007	9870	<b>MULTIPROGRAMMING PTY LTD</b> IT Services & IT Service transition process		6,271.87
2/03/2007	9871	<b>IINET LIMITED</b> Broadband & Hosting 21/02-21/03/07		129.90
2/03/2007	9872	<b>DEPARTMENT OF CONSUMER &amp; EMPLOYMENT</b> Certificate of Competency Forklift Operation		136.00
2/03/2007	9873	<b>WA LOCAL GOVERNMENT ASSOCIATION</b> Market force Advertising January 2007		2,299.26
2/03/2007	9874	<b>SAI GLOBAL LTD</b> Internet Download - Australian Standards		315.71
2/03/2007	9875	<b>HEALTH ON THE MOVE</b> Health Risk Assessments, Blood Testing & Feedback Feb 07		5,445.00
2/03/2007	9876	<b>COMMAND A COM</b> Callout & Labour for Handset and install phone - Workshop		842.60
2/03/2007	9877	<b>OPTUS COMMUNICATIONS</b> Mobile Telephone service and call charges to Feb 07		814.47
2/03/2007	9878	<b>RSEA PTY LTD</b> Barrier cream, Cigarette poly funnel, ash try, Prepare to stop sign		439.20
2/03/2007	9879	<b>AUSTRALIA POST - JOONDALUP</b> Small Post Office Box/Services		65.00
2/03/2007	9880	<b>IFAP</b> Bullying in the Workplace 21/02/07		82.50
2/03/2007	9881	<b>NORDIC FITNESS EQUIPMENT</b> Commercial Hire of fitness equipment 17/02-16/05/07		1,865.00
2/03/2007	9882	<b>WESTFUEL</b> Bulk fuel Jan 07		6,688.53
2/03/2007	9883	<b>RAM PAPER &amp; OFFICE PRODUCTS (W.A.)</b> Various stationery supplies		55.05
2/03/2007	9884	<b>STEVE'S MOBILE TYRE SERVICE</b> Bin truck puncture repairs and 2 regrooves		165.00



## Schedule of Payments for March 2007 Council Meeting - 2 July 2007

2/03/2007	9885	<b>Wei Quip</b> TANAG360: Carbon Air Con Filter	906.07
2/03/2007	9886	<b>YAKKA PTY LTD</b> Staff Uniforms	168.14
2/03/2007	9887	<b>CLEAN SWEEP</b> Sweep roads @ Tamala Park 29/01/07	288.75
2/03/2007	9888	<b>ANNE LAKE CONSULTANCY</b> Various Human Resources tasks	2,057.00
2/03/2007	9889	<b>JSB FENCING</b> Repairs to boundary fencing (South & West sides)	495.00
2/03/2007	9890	<b>CPA AUSTRALIA</b> CPA Australia Membership	736.60
2/03/2007	9891	<b>DOMAIN CATERING</b> 8/02/07 breakfast for Special Council Meeting	312.50
2/03/2007	9892	<b>CITY OF WANNEROO</b> Collection of Rubbish Bins 12/08-3/11/06	1,130.10
2/03/2007	9893	<b>ORS GROUP</b> Counselling fees	123.20
2/03/2007	9894	<b>CSIRO</b> Groundwater Management: sampling, analysis and spear probing in 2006	62,700.00
2/03/2007	9895	<b>SKILLPATH SEMINARS</b> The Women's Conference 19/04/07	199.00
2/03/2007	9896	<b>ALLSTATE SAFETY PRODUCTS</b> Safety Shoes/Boots All MRC staff	2,003.10
2/03/2007	9897	<b>AUSTRALIAN INSTITUTE OF MANAGEMENT</b> Transfer fee AIM Program Adobe Acrobat Feb 07	110.00
2/03/2007	9898	<b>CALTEX AUSTRALIA PETROLEUM PTY LTD</b> Fuel consumption for Jan 2007	358.18
2/03/2007	9899	<b>WANNEROO PLUMBING SERVICE</b> Service N.G. storage hot water unit and clear blockage in kitchen sink	353.98
2/03/2007	9900	<b>BOBJANE TMART</b> Ford Ghia new tyre	270.00
2/03/2007	9901	<b>FILTER SUPPLIES</b> TanaG400 & G360 Baldwin air filters	737.70

## Schedule of Payments for March 2007 Council Meeting - 2 July 2007

2/03/2007	9902	<b>JOONDALUP OFFICE NATIONAL</b> Filing Cabinet for finance office and various stationery supplies	641.20
2/03/2007	9903	<b>STIHL SHOP GREENWOOD</b> Air filter, filter cover and flared tube for blower vacuum	79.77
2/03/2007	9904	<b>JASNEAT</b> Cleaning Services February 2007	1,001.00
2/03/2007	9905	<b>TURNER &amp; TOWNSEND RAWLINSONS P/L</b> Consultant Fees	3,300.00
2/03/2007	9906	<b>KINROSS SUPA IGA</b> Staff amenities	470.56
2/03/2007	9907	<b>ERS AUSTRALIA P/L</b> Engine Coolants, Environmental Levy and fuel levy	190.85
6/03/2007	9908	<b>CITY OF PERTH</b> Lease Fee Lot 118 Marmion Avenue for the period 1/1/ to 31/3/07	12,208.78
6/03/2007	9909	<b>TOWN OF CAMBRIDGE</b> Lease Fee Lot 118 Marmion Avenue for the period 1/1/ to 31/3/07	12,208.78
6/03/2007	9910	<b>TOWN OF VICTORIA PARK</b> Lease Fee Lot 118 Marmion Avenue for the period 1/1/ to 31/3/07	12,208.78
6/03/2007	9911	<b>TOWN OF VINCENT</b> Lease Fee Lot 118 Marmion Avenue for the period 1/1/ to 31/3/07	12,208.78
6/03/2007	9912	<b>CITY OF JOONDALUP</b> Lease Fee Lot 118 Marmion Avenue for the period 1/1/ to 31/3/07	24,417.57
6/03/2007	9913	<b>CITY OF WANNEROO</b> Lease Fee Lot 118 Marmion Avenue for the period 1/1/ to 31/3/07	24,417.57
6/03/2007	9914	<b>CITY OF STIRLING</b> Lease Fee Lot 118 Marmion Avenue for the period 1/1/ to 31/3/07	48,835.14
9/03/2007	9915	<b>LANDFILL GAS &amp; POWER PTY LTD</b> Electricity consumption (site) 10/01-10/02/07	2,264.70
13/03/2007	9916	<b>LGIS WORKCARE</b> Workers Compensation	5,566.00
13/03/2007	9917	<b>METTLER TOLEDO LIMITED</b> Service/repair charges: weighbridge	803.00
13/03/2007	9918	<b>WESTRAC EQUIPMENT</b> 4000 SVC Hour maintenance Cat 950	4,831.97

## Schedule of Payments for March 2007 Council Meeting - 2 July 2007

13/03/2007	9919	<b>TELSTRA</b> Telephone Directory Charges Instalment 8/12	111.82
13/03/2007	9920	<b>BRIDGESTONE EARTHMOVER TYRES PARTS</b> Repair numerous hole in post 1 & 4	715.00
13/03/2007	9921	<b>BETTER DIGITAL COMMUNICATIONS</b> Hp 6828 Car Charger	99.90
13/03/2007	9922	<b>SYNNOTT MULHOLLAND MANAGEMENT</b> Research and planning: waste education	4,125.00
13/03/2007	9923	<b>BUNNINGS BUILDING SUPPLIES</b> Various consumables	80.76
13/03/2007	9924	<b>WA LOCAL GOVERNMENT ASSOC</b> Preparing agendas and minutes in LG Course	297.00
13/03/2007	9925	<b>SAI GLOBAL LTD</b> Internet Download Australian Standards 2604-98	46.93
13/03/2007	9926	<b>COVENTRY GROUP LTD</b> Various workshop consumables	612.15
13/03/2007	9927	<b>AARDVERDIR</b> Lawn maintenance February 2007	286.00
13/03/2007	9928	<b>PURE AIR FILTERS</b> Parts - Denso Bin truck, Tana G400 & G360	81.40
13/03/2007	9929	<b>AIR LIQUIDE WA PTY LTD</b> Workshop consumables	66.93
13/03/2007	9930	<b>REPCO AUTO PARTS</b> Spanner combs	74.27
13/03/2007	9931	<b>QUINNS ROCK EARTHMOVING</b> Truck Hire for limestone delivery 27-28/02/07	1,185.25
13/03/2007	9932	<b>ALINTA GAS</b> Gas (house 23/11/06-2/03/07)	20.15
13/03/2007	9933	<b>AUSTRALIA POST - JOONDALUP</b> Postage February 2007	117.65
13/03/2007	9934	<b>WESTFUEL</b> Bulk diesel February 2007	31,253.24
13/03/2007	9935	<b>MERCURY</b> Counner Charges February 2007	696.96

## Schedule of Payments for March 2007 Council Meeting - 2 July 2007

13/03/2007	9936	<b>FRED'S MITRE 10</b> Fuel can	27.98
13/03/2007	9937	<b>CLEAN SWEEP</b> Sweep roads at Tamala Park 5/02/07 & 19/2/07	684.75
13/03/2007	9938	<b>CUMMINS ENGINE COMPANY PTY LTD</b> TANA G400 new engine	42,044.20
13/03/2007	9939	<b>CARDNO BSD PTY LTD</b> MRC Land investigations - Dec 2006	1,463.00
13/03/2007	9940	<b>B &amp; T EARTHMOVING</b> Hire machine 24-25/02/07	836.00
13/03/2007	9941	<b>DOMAIN CATERING</b> Caterng for 2/03/07 Special Council Meeting & Young Professional 1/03/07	1,182.11
13/03/2007	9942	<b>STAFF LINK</b> Contract labour 3-24/02/07 - Operations	4,290.62
13/03/2007	9943	<b>WOODHOUSE LEGAL</b> Trandos Water Supply Licence Agreement, EA review, BioVision2020 Participants Guarantees	4,980.80
13/03/2007	9944	<b>SINCLAIR KNIGHT MERZ</b> Levelling of monitoring bores Progress Claim 1	759.00
13/03/2007	9945	<b>AUSTRALIAN INSTITUTE OF MANAGEMENT</b> Diploma of Business FLM	5,701.00
13/03/2007	9946	<b>JOONDALUP CITY MEDICAL GROUP</b> Hepatitis B injections	225.00
13/03/2007	9947	<b>FUJI XEROX AUST PTY LTD</b> Lease Agreement Dcc4300H 27/03-27/04/07	356.40
13/03/2007	9948	<b>CASTLE SECURITY &amp; ELECTRICAL PARTS SUPPLY</b> Quarterly monitoring 1/04-30/06/07	293.75
13/03/2007	9949	<b>CALTEX AUSTRALIA PETROLEUM PTY LTD</b> Fuel expenses - February 2007	405.18
13/03/2007	9950	<b>KLEENHEAT GAS</b> Forklift Gas February 2007	221.83
13/03/2007	9951	<b>WANNEROO PLUMBING SERVICE</b> Plumbing services	119.24
13/03/2007	9952	<b>ABA FRIDGE &amp; WASHER SERVICE</b> Removal of Gas from refrigerators	1,800.00

## Schedule of Payments for March 2007 Council Meeting - 2 July 2007

13/03/2007	9953	<b>BOULEVARD FLORIST</b> Flowers	140.00
13/03/2007	9954	<b>GOLDFINCH ROB CONSULTING</b> Contract works and supervision for Washing Effluent System	1,280.18
13/03/2007	9955	<b>BOBJANE TMART</b> Loose trailer tyre & repair Navara tyre	50.00
13/03/2007	9956	<b>NORTH BEACH ELECTRICAL PTY LTD</b> Repair lights at wash down bay and at admin building	781.61
13/03/2007	9957	<b>TILT TRAY RENTAL</b> Hire tray to transport SSL	336.60
13/03/2007	9958	<b>WESTERN PLANT HIRE (WA) PTY LTD</b> 20,000 Tonnes crushed limestone up to 23/20/07, Hire CAT SSL Bobcat & 950G	65,312.15
13/03/2007	9959	<b>PRINT ACUMEN PTY LTD</b> Business card supplies	248.00
13/03/2007	9960	<b>JOONDALUP OFFICE NATIONAL</b> Various stationery supplies	1,033.60
13/03/2007	9961	<b>GREENWORLD INDOOR GARDENS</b> Plant Services March 2007	74.25
13/03/2007	9962	<b>RECORDS MANAGEMENT ASSOCIATION OF AUSTRALIA</b> Team Skills and People Skills course	45.00
13/03/2007	9963	<b>JASNEAT</b> Supply of consumables - toilet paper and hand towels	299.20
13/03/2007	9964	<b>JO MCNEILLY AND ASSOCIATES</b> Springboard program x 3	2,470.00
13/03/2007	9965	<b>R &amp; R SAFETY</b> Gloves and safety glasses	589.60
13/03/2007	9966	<b>SHERIDAN'S FOR BADGES</b> 35 Full colour name badges	494.73
13/03/2007	9967	<b>WARNER TREE SERVICE</b> Tree removal hedging and pruning	8,800.00
14/03/2007	9968	<b>CANCELLED CHEQUE</b>	0.00
14/03/2007	9969	<b>WALGS PLAN PTY LTD</b> Superannuation contributions for Feb 2007	21,866.84

## Schedule of Payments for March 2007 Council Meeting - 2 July 2007

14/03/2007	9970	<b>SUMMIT</b> Superannuation contributions for Feb 2007	275.87
14/03/2007	9971	<b>HESTA SUPER FUND</b> Superannuation contributions for Feb 2007	331.64
14/03/2007	9972	<b>CBUS</b> Superannuation contributions for Feb 2007	300.56
14/03/2007	9973	<b>AMP LIFE LIMITED</b> Superannuation contributions for Feb 2007	1,340.52
14/03/2007	9974	<b>WESTSCHEME</b> Superannuation contributions for Feb 2007	1,065.46
21/03/2007	9975	<b>DEPARTMENT OF ENVIRONMENT &amp; CONSERVATION</b> License fee for Environmental Protection Act 1986	10,279.00
21/03/2007	9976	<b>CANCELLED CHEQUE</b>	0.00
23/03/2007	9977	<b>CANCELLED CHEQUE</b>	0.00
23/03/2007	9978	<b>CANCELLED CHEQUE</b>	0.00
26/03/2007	9979	<b>CITY OF STIRLING</b> Catering on 16/01/07	35.99
26/03/2007	9980	<b>DRIVE IN ELECTRICS</b> CAT242#1 New motor & hydraulic pump fitted to air con system, repairs to TanaG400	1,218.50
26/03/2007	9981	<b>OPTUS COMMUNICATIONS</b> Mobile phone service and call charges for March 2007	870.58
26/03/2007	9982	<b>ATKINS CARLYLE</b> Various consumables (gloves, Specs, safety vests)	6,074.28
26/03/2007	9983	<b>W W CONSULTING PTY LTD</b> Tender prep, eval & recom. - effluent system at wash down bay. Assist seminar 14/03/07	7,220.00
26/03/2007	9984	<b>WESTFUEL</b> Bulk Diesel January 2007	8,034.18
26/03/2007	9985	<b>RAM PAPER &amp; OFFICE PRODUCTS (W.A.)</b> Various stationery items	207.70
26/03/2007	9986	<b>TELSTRA</b> Landline charges to 3/03/07	624.01
26/03/2007	9987	<b>STEVE'S MOBILE TYRE SERVICE</b> Call out to bin truck, puncture repairs	132.50

## Schedule of Payments for March 2007 Council Meeting - 2 July 2007

26/03/2007	9988	<b>YAKKA PTY LTD</b> Staff uniforms	167.11
26/03/2007	9989	<b>CLEAN SWEEP</b> Sweep roads at Tamala Park 12 & 27/02/07	750.75
26/03/2007	9990	<b>CUMMINS ENGINE COMPANY PTY LTD</b> TANAG400 new engine	7,201.54
26/03/2007	9991	<b>WA LIMESTONE CO</b> 75mm limestone ex pit	460.90
26/03/2007	9992	<b>B &amp; T EARTHMOVING</b> Hire machine March 07	2,508.00
26/03/2007	9993	<b>BRYANT MEDIA</b> Corp Communications 2006 Annual Report & Function, Community Ed initiatives & Dev	37,114.00
26/03/2007	9994	<b>DOMAIN CATERING</b> Financial Workshop 14/03/07 Catering	999.00
26/03/2007	9995	<b>PERTH WEB PTY LTD</b> Linux Business Hosting 9/03-10/06/07	155.00
26/03/2007	9996	<b>HARVEY NORMAN</b> Salary Sacrifice Presario Laptop	1,300.00
26/03/2007	9997	<b>CONTROL TEMP SERVICES PTY LTD</b> Check faulty ice machine at recycling	364.21
26/03/2007	9998	<b>ALLSTATE SAFETY PRODUCTS</b> Safety Boots	550.00
26/03/2007	9999	<b>AUSTRALIAN INSTITUTE OF MANAGEMENT</b> Managing Team Budgets and Financials 26/02/07	493.00
26/03/2007	10000	<b>FUJI XEROX AUST PTY LTD</b> Printing services	402.27
26/03/2007	10001	<b>MINESITE GLAZING</b> 950 loader window repairs	397.20
26/03/2007	10002	<b>WANNEROO PLUMBING SERVICE</b> Plumbing services - Admin.	326.48
26/03/2007	10003	<b>S &amp; W WESTON ENTERPRISES</b> Supply and embroider 200 hats	1,430.00
26/03/2007	10004	<b>MULTIPROGRAMMING PTY LTD</b> IT Services and UPS & SNMP card	2,816.45

## Schedule of Payments for March 2007 Council Meeting - 2 July 2007

26/03/2007	10005	<b>IW PROJECTS</b> Contract for Resource Recovery Facility/CEAG and Excavation Stage 2	12,256.20
26/03/2007	10006	<b>WESTERN PLANT HIRE (WA) PTY LTD</b> Hire CAT excavator 27/09-7/10/06 & CAT dump truck	4,616.94
26/03/2007	10007	<b>WILSON SECURITY</b> Mobile Patrol Services for Feb 2007	1,128.60
26/03/2007	10008	<b>EXCEL WINDOW CLEANING</b> Window cleaning @ Tamala Park for February 2007	290.00
26/03/2007	10009	<b>TOXFREE.</b> Removal of Chemicals 2/03/07	15,112.90
26/03/2007	10010	<b>JOONDALUP OFFICE NATIONAL</b> Various stationery supplies	101.50
26/03/2007	10011	<b>CHANGE CORPORATION</b> Professional Services for monthly records management maintenance Feb 07	3,366.00
26/03/2007	10012	<b>SHERIDAN'S FOR BADGES</b> 2 full colour badges	51.70
26/03/2007	10013	<b>WARNER TREE SERVICE</b> Removal of fallen limb	185.00
26/03/2007	10014	<b>CANCELLED</b>	0.00
26/03/2007	10015	<b>MICK'S MOBILE TYRE SERVICE</b> Puncture repair Bin truck	132.00
26/03/2007	10016	<b>DUSTEX</b> MT Container return to warehouse	217.16
26/03/2007	10017	<b>WA LOCAL GOVERNMENT ASSOC</b> Advertising: Market Force February 2007	663.04
26/03/2007	10018	<b>EARTHWORKS TRAINING ASSESSMENT</b> Front loader Assessments and Tickets	160.00
28/03/2007	10019	<b>CITY OF WANNEROO</b> Land Rental - April 2007	8,139.19
28/03/2007	10020	<b>TOWN OF VINCENT</b> Land Rental - April 2007	4,069.59
28/03/2007	10021	<b>CITY OF STIRLING</b> Land Rental - April 2007	16,278.38



## Schedule of Payments for March 2007 Council Meeting - 2 July 2007

28/03/2007	10022	<b>CITY OF JOONDALUP</b> Land Rental -April 2007	8,139.19
28/03/2007	10023	<b>CITY OF PERTH</b> Land Rental - April 2007	4,069.59
28/03/2007	10024	<b>TOWN OF CAMBRIDGE</b> Land Rental - April 2007	4,069.59
28/03/2007	10025	<b>TOWN OF VICTORIA PARK</b> Land Rental - April 2007	4,069.59
		<b>Sub-total</b>	<b>658,155.03</b>
16/03/2007	EP026	<b>SIMEON KENDALL</b> Environmental Officer Fees 24/2/07 to 9/3/07	3,872.00
1/03/2007	EP027	<b>NATIONAL AUSTRALIA BANK</b> On Line Fee	95.65
21/03/2007	EP028	<b>AUSTRALIAN TAXATION OFFICE</b> PAYG and BAS payments for February 2007	98,306.00
9/03/2007	EP030	<b>NATIONAL AUSTRALIA BANK</b> Bank charges	27.70
15/03/2007	EP031	<b>NATIONAL AUSTRALIA BANK</b> Interest - Loan No. 12	13,352.00
15/03/2007	EP032	<b>NATIONAL AUSTRALIA BANK</b> Bill Drawdown fee	150.00
16/03/2007	EP033	<b>NATIONAL AUSTRALIA BANK</b> Funds transfer to Investment Account	1,647,792.88
20/03/2007	EP034	<b>NATIONAL AUSTRALIA BANK</b> Funds transfer to Investment Account	3,000,000.00
21/03/2007	EP035	<b>MASTERCARD BUSINESS CARD</b> Credit card payments	1,863.88
21/03/2007	EP036	<b>NATIONAL AUSTRALIA BANK</b> Facility Fee	15,000.00
22/03/2007	EP038	<b>NATIONAL AUSTRALIA BANK</b> Interest - Loan No. 10	8,764.46
27/03/2007	EP039	<b>NATIONAL AUSTRALIA BANK</b> Loan repayment - Loan No. 9	283,590.88
28/03/2007	EP040	<b>NATIONAL AUSTRALIA BANK</b> Over Draft Facility Fee	4,000.00

## Schedule of Payments for March 2007 Council Meeting - 2 July 2007

30/03/2007	EP041	NATIONAL AUSTRALIA BANK Bank charges	182.00
2/03/2007	DD258	NATIONAL AUSTRALIA BANK Payroll - 02/03/07	60,060.37
16/03/2007	DD259	NATIONAL AUSTRALIA BANK Payroll - 16/03/07	62,980.08
30/03/2007	DD260	NATIONAL AUSTRALIA BANK Payroll - 30/03/07 Termination pay	968.33
30/03/2007	DD260	NATIONAL AUSTRALIA BANK Payroll - 30/03/07 Ordinary pay upon Termination	1,721.23
30/03/2007	DD260	NATIONAL AUSTRALIA BANK Payroll - 30/03/07	58,305.99
Sub-total			5,261,033.45
<b>Grand Total</b>			<b>5,919,188.48</b>

### SUMMARY SCHEDULE OF PAYMENTS

<b>Cheque Payments</b>	658,155.03
Cheque Payments 9868 - 10025	
<b>EP Payments</b>	5,261,033.45
EP 26-28 and EP30-41, DD258 - DD260	
<b>Grand Total</b>	<b>5,919,188.48</b>

Footnote: EP025 is a duplication of EP019  
EP037 refers to Loan Facilitation Fee charged twice by the Bank. Reversed by Bank in April.

### CERTIFICATE OF CHIEF EXECUTIVE OFFICER

This schedule of payments covering vouchers as above which was submitted to each member of Council on 5 July 2007 has been checked and is fully supported by vouchers and invoices which were submitted herewith and which have been duly certified as to receipt of goods and the rendition of services and as to prices, computations and the amount due for payment.

CHIEF EXECUTIVE OFFICER

**ATTACHMENT TWO**  
**TO ITEM 9.2.2**  
**ORDINARY COUNCIL MEETING**  
**5 JULY 2007**  
**LIST OF PAYMENTS MADE FOR THE MONTHS ENDED**  
**30 APRIL 2007**

## Schedule of Payments for April 2007 Council Meeting - 2 July 2007

<b>Cheque Payments Date</b>	<b>Chq No</b>	<b>Payee</b>	<b>Amount</b>
4/04/2007	10026	<b>BUSINESS NEWS</b> WA Business News 1 year subscription	310.00
4/04/2007	10027	<b>RHONDA EVANS</b> Navision Support February 2007	3,158.00
4/04/2007	10028	<b>WME MEDIA PTY LTD</b> Subscription 1 year Environment Business Magazine	155.00
4/04/2007	10029	<b>CABCHARGE AUSTRALIA LTD</b> Taxi travel January & February 2007	114.68
4/04/2007	10030	<b>DUN &amp; BRADSTREET AUSTRALIA P/L</b> HTML Business check	14.42
4/04/2007	10031	<b>SYNNOTT MULHOLLAND MANAGEMENT</b> Community engagement: strategy/Ceag materials	1,417.50
4/04/2007	10032	<b>CRISP AIR</b> Air conditioning maintenance	96.25
4/04/2007	10033	<b>WA LOCAL GOVERNMENT ASSOC</b> Human Resources Policy Manual. Course - Intro to Local Govt Act	627.00
4/04/2007	10034	<b>HEALTH ON THE MOVE</b> Staff Skin Cancer Screening 16/03/07	2,783.00
4/04/2007	10035	<b>COMMAND A COM</b> Additional labour, installation of monologue circuit card	6,550.50
4/04/2007	10036	<b>ARMAGUARD</b> Cash collection 25/01-16/02/07	499.81
4/04/2007	10037	<b>WEL QUIP</b> Tana 400 gas spring/sound insulation	2,171.40
4/04/2007	10038	<b>CLEAN SWEEP</b> Sweep roadways @ Tamala Park 7/03/07	462.00
4/04/2007	10039	<b>CARDNO BSD PTY LTD</b> Land investigations of Lot 505 - Feb 2007	935.00
4/04/2007	10040	<b>URS</b> Neerabup Water Supply Period ending 2/02/07	11,736.46

## Schedule of Payments for April 2007 Council Meeting - 2 July 2007

4/04/2007	10041	<b>FREEHILLS</b> RRF services Jan, Feb. Mar. 2007	151,544.15
4/04/2007	10042	<b>CARDNO BSD MEINHARDT JOINT VENTURE</b> Consultancy fees - Excavation Stage 2	13,344.63
4/04/2007	10043	<b>LANDFILL GAS &amp; POWER PTY LTD</b> Electricity charges	1,923.00
4/04/2007	10044	<b>ACTION LOCK AND SERVICE</b> Combination change and 6 padlocks	207.60
4/04/2007	10045	<b>BOBJANE TMART</b> Fire ute puncture repair	30.00
4/04/2007	10046	<b>POSTER FACTORY WA</b> 5 new posters as per service agreement	1,155.00
4/04/2007	10047	<b>PRINT ACUMEN PTY LTD</b> Various stationery supplies	1,395.00
4/04/2007	10048	<b>JOONDALUP OFFICE NATIONAL</b> Various stationery supplies	349.90
4/04/2007	10049	<b>GEE-WOOLHOUSE CONSULTING GROUP</b> Recruitment Services	2,750.00
4/04/2007	10050	<b>JASNEAT</b> Cleaning services March 2007 and supplies	1,504.25
4/04/2007	10051	<b>KINROSS SUPA IGA</b> Staff amenities	333.37
4/04/2007	10052	<b>GENERAL BUSFLEET MANAGEMENT</b> Bus tours 21 & 28/03/07	1,760.00
4/04/2007	10053	<b>WESTLOG WIRELINE SERVICES</b> Geophysically wireline logging bore MRC#1 at Neerabup	880.00
12/04/2007	10054	<b>CITY OF JOONDALUP</b> Sponsorship of 2007 Joondalup Festival	11,000.00
12/04/2007	10055	<b>WASTEMASTER</b> Fuse holder and labour	485.65
12/04/2007	10056	<b>NORTHERN DISTRICTS PEST MANAGEMENT</b> Installation of Rodent Baiting Program 28/03/07	550.00
12/04/2007	10057	<b>WORK CLOBBER</b> Supply of working clothes	69.90

## Schedule of Payments for April 2007 Council Meeting - 2 July 2007

12/04/2007	10058	<b>SYNNOTT MULHOLLAND MANAGEMENT</b> Waste Education Strategy	6,187.50
12/04/2007	10059	<b>GEOFABRICS AUST PTY LTD</b> Geogrid SS30 3.8x50m	4,928.00
12/04/2007	10060	<b>AIR LIQUIDE WA PTY LTD</b> Workshop consumables	66.93
12/04/2007	10061	<b>SYNERGY</b> Electricity (House) 16/11/06-23/01/07 & 23/01/07-22/03/07	77.05
12/04/2007	10062	<b>WESTFUEL</b> Bulk diesel March 2007	29,110.16
12/04/2007	10063	<b>DEPT OF PLANNING &amp; INFRASTRUCT</b> Searches fees	23.40
12/04/2007	10064	<b>WESTAIR INTERNATIONAL PTY LTD</b> WKSPS Air compression	164.01
12/04/2007	10065	<b>STEVE'S MOBILE TYRE SERVICE</b> Bintruck: 10 recaps and 2 puncture repairs, puncture repair to 950	2,955.00
12/04/2007	10066	<b>FRED'S MITRE 10</b> Various consumables	48.96
12/04/2007	10067	<b>B &amp; T EARTHMOVING</b> Hire watercart 2-5/04/07, machine labour 19-24/03/07 & 27-31/03/07	7,436.00
12/04/2007	10068	<b>BRYANT MEDIA</b> Printing & binding of MRC 06 Annual Report, Development of RWMP & plans Corporate Function arrangements and Braking New Ground DVD	18,931.00
12/04/2007	10069	<b>CITY OF WANNEROO</b> Collection of additional 240L bins	985.80
12/04/2007	10070	<b>WOODHOUSE LEGAL</b> Ertech Contract Variation, Establishment Agreement Review, & Professional Services Biovision 2020 Participants Guarantees	7,150.00
12/04/2007	10071	<b>SINCLAIR KNIGHT MERZ</b> SKM Invoice Ertech Claim	6,096.75
12/04/2007	10072	<b>URS</b> MRC Audit 2007. Tamala Park Weather Station	15,626.18
12/04/2007	10073	<b>HITACHI CONSTRUCTION MACHINERY</b> Oil filters for dump truck	986.94
12/04/2007	10074	<b>CASTLE SECURITY &amp; ELECTRICAL</b> Mobile guard response 9/03/07. Administration callout re faulty keypad	202.25

## Schedule of Payments for April 2007 Council Meeting - 2 July 2007

12/04/2007	10075	<b>MINESITE GLAZING</b> 242#1 supply and fit front screen	211.20
12/04/2007	10076	<b>CALTEX AUSTRALIA PETROLEUM PTY</b> Fuel consumption for March 2007	463.97
12/04/2007	10077	<b>ABA FRIDGE &amp; WASHER SERVICE</b> Removal of CFC refrigerant from 155 units	1,550.00
12/04/2007	10078	<b>GOLDFINCH ROB CONSULTING</b> Professional fees: contract supervision of Truck washing effluent system	1,236.62
12/04/2007	10079	<b>TYRE WASTE (WA)</b> Removal of tyres	581.95
12/04/2007	10080	<b>BOBJANE TMART</b> Fire ute puncture repair	30.00
12/04/2007	10081	<b>SURVEY GRAPHICS</b> Tamala Park Aerial Survey Dec 2006	8,840.70
12/04/2007	10082	<b>IW PROJECTS</b> Monthly services fees	7,667.00
12/04/2007	10083	<b>PIRTEK (MALAGA) PTY LTD</b> 242#1 hose assembly	234.82
12/04/2007	10084	<b>COUPLERS MALAGA</b> Fire hose, fittings & accessories, Watercart barrel, Hose for workshop oil pumps Litter cutter pick up hose	1,515.18
12/04/2007	10085	<b>WILSON SECURITY</b> Mobile Patrol Services March 2007	1,128.60
12/04/2007	10086	<b>EXCEL WINDOW CLEANING</b> Window cleaning @ Tamala Park March 2007	270.00
12/04/2007	10087	<b>L &amp; T VENABLES</b> Impact inhex skt set	94.07
12/04/2007	10088	<b>STIHL SHOP GREENWOOD</b> MS 310-Farmboss Bar & Chainsaw, File set bar & cutter tube, CR chaps, Helmet	1,145.77
12/04/2007	10089	<b>AERODROME MANAGEMENT SERVICES</b> White windsock	346.09
12/04/2007	10090	<b>KINROSS SUPA IGA</b> Staff amenities	247.10
12/04/2007	10091	<b>SINCRETE CONCRETE SERVICES</b> Supply and lay concrete at various locations	5,389.99

## Schedule of Payments for April 2007 Council Meeting - 2 July 2007

12/04/2007	10092	<b>ENVIRO FORCE TECHNOLOGIES</b> 5kg A 3000 ktfire powder, Ultra wett yellow	12,012.00
12/04/2007	10093	<b>PETER DOHERTY BARRISTER</b> Legal fees - Ertech claim	18,089.50
12/04/2007	10094	<b>WELLDRIILL</b> Resource Recovery Facility drilling of bores @ Neerabup	32,002.83
12/04/2007	10095	<b>NEVERFAIL SPRINGWATER LTD</b> Spring water 3 x 15 L plus 12 month service fee	187.00
17/04/2007	10096	<b>IFAP</b> Accident Investigation Course - 19/11/06	260.00
17/04/2007	10097	<b>BETTER DIGITAL COMMUNICATIONS</b> Motorola Bluetooth headset & car cradle, MPIA Standard	1,559.95
17/04/2007	10098	<b>TELSTRA</b> Telephone charges	111.84
20/04/2007	10099	<b>CBUS</b> Superannuation contributions for Mar 2007	441.53
20/04/2007	10100	<b>HESTA SUPER FUND</b> Superannuation contributions for Mar 2007	499.65
20/04/2007	10101	<b>SUMMIT</b> Superannuation contributions for Mar 2007	380.57
20/04/2007	10102	<b>WESTSCHEME</b> Superannuation contributions for Mar 2007	1,541.49
20/04/2007	10103	<b>AMP LIFE LIMITED</b> Superannuation contributions for Mar 2007	2,010.78
24/04/2007	10104	<b>WALGS PLAN PTY LTD</b> Superannuation contributions for Mar 2007	30,185.22
27/04/2007	10105	<b>MRC PETTY CASH</b> Petty Cash Reimbursement	793.00
30/04/2007	10106	<b>AUSTRALIA POST - JOONDALUP</b> Postage March 2007	697.25
		<b>Sub-total</b>	<b>453,015.07</b>
3/04/2007	EP029	<b>Simeon Kendall</b> Environmental Officer Fees	4,752.00
10/04/2007	EP042	<b>DEPT OF ENVIRONMENT &amp; CONSERVATION</b> DEP Levy 01/01 - 31/03/07	490,421.20



## Schedule of Payments for April 2007 Council Meeting - 2 July 2007

17/04/2007	EP043	<b>SIMEON KENDALL</b> Environmental Officer Fees	4,224.00
27/04/2007	EP044	<b>SIMEON KENDALL</b> Environmental Officer Fees	3,960.00
2/04/2007	EP045	<b>NATIONAL AUSTRALIA BANK</b> Merchant Fee	701.52
2/04/2007	EP047	<b>NATIONAL AUSTRALIA BANK</b> On-line Fee	33.28
10/04/2007	EP048	<b>IINET</b> Internet	169.61
16/04/2007	EP049	<b>NATIONAL AUSTRALIA BANK</b> Payroll - 13/04/07	65,435.39
23/04/2007	EP050	<b>ATO</b> BAS & PAYG for March 07	162,096.00
23/04/2007	EP051	<b>MASTERCARD BUSINESS CARD</b> Credit card payments	3,403.02
23/04/2007	EP052	<b>NATIONAL AUSTRALIA BANK</b> Interest - Loan No. 10	10,166.47
26/04/2007	EP053	<b>NATIONAL AUSTRALIA BANK</b> Loan repayment - Loan No. 10	43,832.53
23/04/2007	EP054	<b>CBA CREDIT CARD</b> Annual Fee	40.00
30/04/2007	EP055	<b>NATIONAL AUSTRALIA BANK</b> Bank charges	170.00
2/04/2007	EP056	<b>JJ MACDONALD &amp; SONS</b> Excavation stage 2 (west) and leachate system	498,690.23
2/04/2007	EP057	<b>NATIONAL AUSTRALIA BANK</b> Transfer Fee for EP056	35.00
16/04/2007	DD261	<b>NATIONAL AUSTRALIA BANK</b> Payroll - 13/04/07	65,435.39
30/04/2007	DD262	<b>NATIONAL AUSTRALIA BANK</b> Payroll - 27/04/07	59,719.34
30/04/2007	DD262	<b>NATIONAL AUSTRALIA BANK</b> Termination Pay	1,922.35
30/04/2007	DD262	<b>NATIONAL AUSTRALIA BANK</b> Termination Pay	3,690.26

### **Schedule of Payments for April 2007 Council Meeting - 2 July 2007**

Sub-Total 1,418,897.59

<b>Grand Total</b>	<b>1,871,912.66</b>
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#### **SUMMARY SCHEDULE OF PAYMENTS**

Cheque Payments 453,015.07

Cheque Payments 10026 - 10106

EP Payments 1,418,897.59

EP29 and EP42-57 and DD262

<b>Grand Total</b>	<b>1,871,912.66</b>
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#### **CERTIFICATE OF CHIEF EXECUTIVE OFFICER**

This schedule of payments covering vouchers as above which was submitted to each member of Council on 5 July 2007 has been checked and is fully supported by vouchers and invoices which were submitted herewith and which have been duly certified as to receipt of goods and the rendition of services and as to prices, computations and the amount due for payment.

CHIEF EXECUTIVE OFFICER

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**ITEM 9.2.3      PERFORMANCE REVIEW – CHIEF EXECUTIVE OFFICER**

**File No:**            **PER/11**

**Attachment(s):**    **1. Mr Venus – Performance Report**  
                             **2. Reviewing Committee agreed performance related targets for 2007.**

**Author:**            **Kevin Poynton**

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**SUMMARY**

The purpose of this report is to provide information to the Council on the outcome of the Performance Review for the Chief Executive Officer. The contents of the report have been endorsed by the Chairman.

**BACKGROUND**

Mindarie Regional Council, at its meeting held in April 2006, resolved as follows:

*That the Council:*

- (i) *Note decisions of the Reviewing Committee with respect to:*
    - (a) *performance of Chief Executive Officer*
    - (b) *remuneration of Chief Executive Officer*
  - (ii) *Authorises the performance review process described in this report for year 2006*
  - (iii) *Includes in the schedule of Performance Targets for 2006 the following additional items:*
    - *Take responsibility for critically analysing and reporting the work product of Consultants*
    - Performance indicator for this target to be: Level of satisfaction by Council with the quality of information in agenda items emanating from the work of consultants*
    - Under the category 'Strategic Management' to include:*
      - *Develop a strategic approach to the business of Mindarie Regional Council and the future of waste management in WA by examining the needs and priorities of all the major players including the State Government*
    - Performance indicator for this target to be: Satisfaction with the reported progress on a specific project to be set*
    - Under the category 'Organisation Management' to include:*
      - *An additional performance indicator as follows: Level of acceptance by Council with the annual Compliance Audit Return*
  - (iv) *Approve the negotiation of a contract extension with the Chief Executive Officer for the period 2007 – 2010*
  - (v) *Adjust the proposed Chief Executive Officer performance indicators for 2006 so as to reflect specific measurable targets and present them to the next Ordinary Council Meeting for endorsement*
-

The Council at its meeting in July 2006 further resolved as follows:

That Council:

- (i) appoint Mr Norman Venus to facilitate the Chief Executive Officer review, to be conducted in early 2007
- (ii) approve the appointment of the Chief Executive Officer Performance Review Committee consisting of the Chairman, Deputy Chairman and at least one other appointed Councillor, nominated as Cr Butler for the purpose of Chief Executive Officer performance review
- (iii) note the scope of the Chief Executive Officer Leadership Project
- (iv) obtain a further report on this matter in April 2007

The details associated with the methodology for the Performance Review of the Chief Executive Officer are described in the Contract of Employment of this member. Work conducted to date for this review has been as follows:

- Agreement to methodology proposed by Mr Venus, by Chairman and Chief Executive Officer
- Preparation of dossier by Chief Executive Officer
- Conduct of self review by an independent consultant – Mrs Anne lake
- Compilation of information by Mr Venus, and preparation of a Performance Report
- Discussion of this report with the Reviewing Committee

This process is now complete and a report from Mr Venus is at Attachment One to this Item.

Council consideration of this matter is now appropriate.

## **DETAIL**

### **Chief Executive Officer Performance**

The Reviewing Committee agreed that the performance of the Chief Executive Officer was in accordance with existing contract, and associated performance agreement – described as key targets for the year 2006.

### **Review of remuneration**

The Reviewing Committee accepted the recommendation of an independent consultant, Mrs Anne Lake, in regard to an increase for the Chief Executive Officer salary package. The revised package, excluding vehicle and FBT is as follows:

• Cash	\$111,964.38
• Superannuation – 9% compulsory	\$10,076.79
• - 6% conditional	\$7,322.47
• Sub total	\$129,363.64

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The total package including vehicle and FBT is as follows:

• Cash/Superannuation	\$129,363.64
• Vehicle	\$15,000.00
• FBT	\$14,000.00
	<hr/>
	\$158,363.64

This is effective 27 January 2007.

### **Agreed Targets – 2007**

The Reviewing Committee agreed on performance related targets for 2007. These are at Attachment Two to this Item.

### **Future approach to Performance Review**

The Reviewing Committee Chairman and Chief Executive Officer agreed on the approach to future annual performance reviews as follows:

- The appointment of Mr Venus to coordinate the Performance Review process
- Conduct of this annual performance review in February 2008 by this independent facilitator, in conjunction with the Reviewing Committee and Chief Executive Officer
- Reviewing Committee to be appointed in July 2007

### **Comment**

The appointed Reviewing Committee for the performance of the Chief Executive Officer has agreed that the performance of the Chief Executive Officer is in accordance with the documented performance agreement, and performance targets for 2006, and has authorised remuneration increase. Targets for 2007 were agreed, and a performance review process endorsed.

### **RECOMMENDATION**

That Council:

- (i) **note decisions of the Reviewing Committee with respect to**
    - (a) **performance of Chief Executive Officer**
    - (b) **remuneration of Chief Executive Officer**
  - (ii) **authorise the performance review process described in this report for year 2007**
  - (iii) **consider the appointment of the reviewing committee for the year 2008 in July 2007**
-

**ATTACHMENT ONE**  
**TO ITEM 9.2.5**  
**ORDINARY COUNCIL MEETING**  
**26 APRIL 2007**  
**MR VENUS – PERFORMANCE REPORT**

## **Norman Venus Management Consulting Pty Ltd**

ABN 92 477 473 062

18<sup>th</sup> April 2007

Cr Trevor Clarey  
Chairman  
Mindarie Regional Council

Dear Cr Clarey

### **Annual CEO Review 2006**

Further to the meeting of the Review Committee on Tuesday 17<sup>th</sup> April, may I confirm the following points.

1. The meeting, held at the City of Stirling Offices, was attended by Cr. Clarey (Chair), Cr. Rod Willox, Cr. Rob Butler, and myself; it ran from 1.00pm to 1.45pm.
2. The purposes of the meeting were:
  - To consider the performance in 2006 of Mr Kevin Poynton CEO of the Mindarie Regional Council, (including his Leadership Project)
  - To consider a recommended salary increment and agree it if appropriate
  - To agree performance targets for 2007
  - To confirm agreement to a requested leave payout of 23 days
3. Discussion centred on 4 documents
  - The self assessed performance information provided by Mr Poynton.
  - The report of my discussions with Mr Poynton's professional contacts in his work as CEO.
  - The results of a CEO Performance Review Questionnaire emailed to all Council Members
  - Feedback from Mr Poynton's direct (professional) reports expressed within the context of a leadership survey

On the basis of the evidence and their discussion all committee members expressed their extreme satisfaction with Mr Poynton's performance during the year 2006. He is to be commended for an excellent year's work in difficult circumstances. Committee members also remarked positively on the very high scores achieved by Mr Poynton in the Leadership Practices Survey

There was brief discussion about the non-compliance items in 2006 Compliance Audit Report. The Committee noted that the MRC has a high level of compliance and accepted that the 12 items of non – compliance would be looked at during 2007.

Whilst accepting the CEO's Performance Targets for 2007 the committee recommended that Mr Poynton consider adding attendance at the National Waste Management Conference to his objectives under Training and Development.

4. Ms Anne Lake Principal of the **Anne Lake Consultancy** had submitted her Salary Review recommendations based on her reading and research of the marketplace. Her recommendation was for a 5.0% salary increase, taking Mr Poynton's package from the current \$152,137.00 to \$158,363.65 with effect from February 2007. The details of the recommended changes are shown below. The committee agreed to the new package.
5. Mr Poynton had requested leave payout of 23 days (from his accrued total of 33 days) – the cost of this is estimated at \$9,400 approx
6. As Committee facilitator it is my understanding that the Review Committee wishes the following recommendations to be tabled at the next MRC meeting
  - The Committee accepts that the performance of the CEO Mr Kevin Poynton has not only met but exceeded requirements during the period under review and records its extreme satisfaction with this..
  - The Committee recommends a salary increment of 5.0% on the current 2006 salary, thus offering the CEO a package of **\$158,363.65** for 2007. Details below

<b>Package Makeup</b>	<b>Actual 2005</b>	<b>Recommended 2006</b>
<i>Cash Component</i>	\$106,632.75	\$111,964.38
<i>Vehicle</i>	\$15,000	\$15,000
<i>Superannuation 1@9%</i>	\$9,596.95	\$10,076.79
<i>Superannuation 2 @ 6%</i>	\$6,973.78	\$7,322.47
<i>Total of Package Prior to FBT</i>	\$138,203.48	\$144,363.85
<i>FBT</i>	\$13,934.00	\$14,000
<b>Total Cost of Package</b>	<b>\$152,137</b>	<b>\$158,363.65</b>

- The Committee recommends a leave payout of 23 days the cost of which is estimated at \$9,400 approx

Please do not hesitate to call me if I have misunderstood/misrepresented some point of detail or agreement.

Thank you for the opportunity to have been involved as a facilitator in the MRC CEO Performance Review process.

Yours sincerely

Norman Venus  
Director & Principal Consultant



**ATTACHMENT TWO**  
**TO ITEM 9.2.5**  
**ORDINARY COUNCIL MEETING**  
**26 APRIL 2007**  
**REVIEWING COMMITTEE AGREED PERFORMANCE**  
**RELATED TARGETS FOR 2007.**

**MINDARIE REGIONAL COUNCIL  
CHIEF EXECUTIVE OFFICER PERFORMANCE TARGETS - 2007**

TARGET	PERFORMANCE INDICATOR
<b>1. Leadership</b> <ul style="list-style-type: none"> <li>• Lead the Mindarie Regional Council staff team to achieve outcomes defined in Business Plan 2006/2007 and 2007/2008</li> <li>• Facilitate the consolidation of the Council i.e. elected members post October 2007 elections</li> <li>• Take responsibility for critically analysing and reporting the work product of consultants</li> </ul>	<ul style="list-style-type: none"> <li>• Acceptable outcome to Management Satisfaction Survey February 2008</li> <li>• Acceptable program for update of Councillors to Mindarie Regional Council business – late 2007</li> <li>• Level of satisfaction by Council with quality of information in agenda items emanating from the work of consultants</li> </ul>
<b>2. Strategic Management</b> <ul style="list-style-type: none"> <li>• Develop Business Plan 2007/2008 consistent with objectives and priorities in Strategic Plan 2006/2009</li> <li>• Identify, allocate and utilise appropriate resources, including financial, to achieve targets described in these Business Plans</li> <li>• Develop a strategic approach to the business of Mindarie Regional Council and the future of waste management in WA by examining the needs and priorities of major players, including the State Government</li> </ul>	<ul style="list-style-type: none"> <li>• Production of endorsed Business Plan 2007/2008</li> <li>• Acceptable level of regular progress reporting, including resource allocation issues</li> <li>• Satisfaction with the reported progress on a specific project, previously defined</li> </ul>
<b>3. Interpersonal Skills</b> <ul style="list-style-type: none"> <li>• Construct effective relationships with all elected members, key staff within member Councils, MRC staff, consultants and external agencies</li> <li>• Collaborate with other industry stakeholders in order to ensure a Mindarie Regional Council contribution to industry improvements</li> <li>• Promote the business of the Council via all communication mediums</li> </ul>	<ul style="list-style-type: none"> <li>• Acceptable outcome to Satisfaction Survey</li> <li>• Demonstrable involvement in industry activities</li> <li>• Demonstrable promotion of Council business in accord with Communications Plan 2006/2007 and 2007/2008</li> </ul>

**MINDARIE REGIONAL COUNCIL  
CHIEF EXECUTIVE OFFICER PERFORMANCE TARGETS - 2007**

TARGET	PERFORMANCE INDICATOR
<p><b>4. Organisational Management</b></p> <ul style="list-style-type: none"> <li>• Manage the execution of all programs, particularly landfill and resource recovery, in accord with best practice particularly the Australian Business Excellence Framework (ABEF)</li> <li>• Establish demonstrated improvements to the business particularly in relation to operations, corporate and project matters</li> </ul>	<ul style="list-style-type: none"> <li>• Demonstrable initiatives to further utilize the ABEF model with the business</li> <li>• Demonstrable initiatives to improve the operations, corporate and project areas of the business</li> <li>• Level of acceptance by Council with annual Compliance Audit Return</li> </ul>
<p><b>5. Training and Development</b></p> <p>Proposed training and development activities for CEO for 2007 are as follows:</p> <ul style="list-style-type: none"> <li>• Attendance at the following conferences:               <ul style="list-style-type: none"> <li>- State LGMA Conference</li> <li>- State Waste Management Conference</li> </ul> </li> <li>• Attendance at a limited number of one-day presentation events of a management orientation, when offered</li> </ul>	<ul style="list-style-type: none"> <li>• Evidence of participation in described events, together with adoption of 'lessons learnt' to Mindarie Regional Council business</li> </ul>

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**ITEM 9.2.4      LANDFILL CELL DEVELOPMENT – ERTECH CLAIM**

**File No:**            **WST/11-03**

**Attachment(s):**   **Nil**

**Author:**           **Kevin Poynton**

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**BACKGROUND**

- Council at its Ordinary Council Meeting on 26 April 2007, resolved, inter alia, to make a formal settlement offer to ERTECH Pty Ltd with respect to an outstanding claim.
- Offer submitted via correspondence dated 17 May 2007.

**DETAIL**

- ERTECH Pty Ltd advised Mindarie Regional Council via correspondence dated 26 June 2007 that offer accepted.
- Administrative action now required to finalise this agreement.

**RECOMMENDATION**

**That Council authorise the Chief Executive Officer to complete administrative action i.e. agreement, payment with ERTECH Pty Ltd, in settlement of an outstanding financial matter**

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