



# MINUTES

ORDINARY COUNCIL MEETING

TIME: 6.00 PM

7 FEBRUARY 2019

CITY OF JOONDALUP

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



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**1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**

The Chair declared the meeting open at 6.05 pm

**2 ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE**

**Councillor Attendance**

Cr D Boothman JP (Chair)	City of Stirling
Cr M Norman (Deputy Chair) <i>arrived at 6.13 pm</i>	City of Joondalup
Cr N Jones	City of Joondalup
Cr S Proud JP	City of Stirling
Cr K Sargent	City of Stirling
Cr E Cole <i>arrived 6.07 pm</i>	City of Vincent
Cr F Cvitan JP	City of Wanneroo
Cr R Driver	City of Wanneroo
Cr K Shannon	Town of Cambridge
Cr K Vernon	Town of Victoria Park

**Apologies**

Cr E Lumsden	City of Perth
Cr A Guilfoyle	City of Stirling

**Leave of Absence**

Cr R Fishwick	City of Joondalup
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**Absent**

Nil

**MRC Officers**

Mr G Hoppe (Chief Executive Officer)  
Ms D Toward (Executive Support)

**MRC Observers**

Nil

**Member Council Observers**

Mr N Claassen (City of Joondalup)  
Ms R March (City of Joondalup)  
Mr M Jorgenson (City of Perth)  
Mr N Ahern (City of Perth)  
Mr M Littleton (City of Stirling)  
Mr R Bryant (City of Stirling)  
Mr A Murphy (City of Vincent)  
Ms Y Plimbley (City of Vincent)  
Mr S Cairns (City of Wanneroo)  
Mr H Singh (City of Wanneroo)

**Visitors**

Nil

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**Members of the Public**

Nil

**Press**

Nil

**3 DECLARATION OF INTERESTS**

Nil

**4 PUBLIC QUESTION TIME**

Nil

**5 ANNOUNCEMENTS BY THE PRESIDING PERSON**

Nil

**6 APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

**7 PETITIONS / DEPUTATIONS / PRESENTATIONS**

Nil

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<b>8 CONFIRMATION OF MINUTES OF PREVIOUS MEETING</b>
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**8.1 ORDINARY COUNCIL MEETING – 6 DECEMBER 2018**

The Minutes of the Ordinary Council Meeting held on 6 December 2018 have been printed and circulated to members of the Council.

**RESPONSIBLE OFFICER RECOMMENDATION**

**That the Minutes of the Ordinary Council Meeting of Council held on 6 December 2018 be confirmed as a true record of the proceedings.**

**MOVED Cr Driver, seconded Cr Sargent**

**RESOLVED**

**That the recommendation be adopted**

**(CARRIED UNANIMOUSLY 8/0)**

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<b>9 CHIEF EXECUTIVE OFFICER REPORTS</b>
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<b>9.1</b>	<b>FINANCIAL STATEMENTS FOR THE MONTHS ENDED 30 NOVEMBER 2018 AND 31 DECEMBER 2018</b>
<b>File No:</b>	<b>FIN/5-07</b>
<b>Appendix(s):</b>	<b>Appendix No. 1 Appendix No. 2</b>
<b>Date:</b>	<b>14 January 2019</b>
<b>Responsible Officer:</b>	<b>Director Corporate Services</b>

*Cr Emma Cole entered the room at 6.07pm*

#### **SUMMARY**

The purpose of this report is to provide financial reporting in line with statutory requirements which provides useful information to stakeholders of the Council.

#### **BACKGROUND**

Reporting requirements are defined by Financial Management Regulations 34 of the Local Government (Financial Management) Regulations 1996.

The financial statements presented for each month consist of:

- Operating Statement by Nature – Combined
- Operating Statement by Nature – RRF Only
- Operating Statement by Function
- Statement of Financial Activity
- Statement of Reserves
- Statement of Financial Position
- Statement of Investing Activities
- Information on Borrowings
- Tonnage Report

#### **DETAIL**

The Financial Statements are for the months ended 30 November 2018 and 31 December 2018 and are attached at **Appendix No. 1 and 2** to this Item. The Tonnage Report for the 6 months to 31 December 2018 is attached at **Appendix No. 3**.

The complete suite of Financial Statements which includes the Operating Statements, Statement of Financial Position, Statement of Financial Activity and other related information are reported on a monthly basis.

The estimates for Provisions for Amortisation of Cell Development, Capping and Post Closure expenditure 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 actual tonnages on a survey carried out to assess the “air space” remaining and other relevant information.

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Summary of results for the year to date period ended 31 December 2018

	<b>Actual</b>	<b>Budget</b>	<b>Variance</b>
	<b>t</b>	<b>t</b>	<b>t</b>
Tonnes – Members	137,409	123,497	13,912
Tonnes – Others	7,238	8,528	(1,290)
<b>TOTAL TONNES</b>	<b>144,647</b>	<b>132,025</b>	<b>12,622</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
Revenue – Members	27,923,994	25,316,865	2,607,129
Revenue – Other	2,464,316	2,762,334	(298,018)
<b>TOTAL REVENUE</b>	<b>30,388,310</b>	<b>28,079,199</b>	<b>2,309,111</b>
Expenses	28,030,613	26,609,010	(1,421,603)
Profit on sale of assets	7,394	1,278	6,116
Loss on sale of assets	-	-	-
<b>NET SURPLUS</b>	<b>2,365,091</b>	<b>1,471,467</b>	<b>893,624</b>

Commentary

Member tonnes for the year to date are 12,622 tonnes ahead of budget, which is mainly explained by the increased processable tonnes received in year.

The net result of \$893,624 relates mainly to the increased tonnages abated by DWER Levy, RRF operating costs and unbudgeted depreciation expenses relating to the revaluation of assets as at 30 June 2018.

RRF

The Resource Recovery Facility residue tonnes are slightly below budget at 402 tonnes below forecast.

Trade & Casual

The Casual and Trade tonnages are 1,290 tonnes lower than forecast for the financial year.

Overall for the period ended 31 December 2018, the tonnes received are 12,622 tonnes above what was budgeted.

**VOTING REQUIREMENT**

Simple Majority

**RESPONSIBLE OFFICER RECOMMENDATION**

**That the Financial Statements set out in Appendix No. 1 and 2 for the months ended 30 November 2018 and 31 December 2018 are received.**

**Moved Cr Proud, seconded Cr Vernon**

**RESOLVED**

**That the recommendation be adopted**

**(CARRIED UNANIMOUSLY 9/0)**

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<b>9.2</b>	<b>LIST OF PAYMENTS MADE FOR THE MONTHS ENDED 30 NOVEMBER 2018 AND 31 DECEMBER 2018</b>
<b>File No:</b>	<b>FIN/5-06</b>
<b>Appendix(s):</b>	<b>Appendix No. 4 Appendix No. 5</b>
<b>Date:</b>	<b>14 January 2019</b>
<b>Responsible Officer:</b>	<b>Director Corporate Services</b>

**SUMMARY**

The purpose of this report is to provide details of payments made during the periods identified. This is in line with the requirement under the delegated authority to the Chief Executive Officer (CEO), that a list of payments made from the Municipal Fund since the last Ordinary Council meeting be presented to Council.

**COMMENT**

The lists of payments for the months ended 30 November 2018 and 31 December 2018 are at **Appendix 4 and 5** to this Item and are presented to Council for noting. Payments have been made in accordance with the delegated authority to the CEO which allows payments to be made between meetings. At the Ordinary Council Meeting held on 6 September 2018, the Council delegated to the CEO the exercise of its power to make payments from the Municipal Fund. 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 the Mindarie Regional Council is able to claim this tax as an input credit when GST remittances are made each month to the Australian Tax Office.

<b>Months Ended</b>	<b>Account</b>	<b>Vouchers</b>	<b>Amount</b>
30 November 2018	General Municipal	Cheques	\$6,745.20
		EFT	\$3,793,869.36
		DP	\$208,980.63
		Inter account transfers	\$2,900,000.00
		<b>Total</b>	<b>\$6,909,595.19</b>
31 December 2018	General Municipal	Cheques	\$25,583.82
		EFT	\$3,103,552.00
		DP	\$218,703.11
		Inter account transfers	\$2,200,000.00
		<b>Total</b>	<b>\$5,547,838.93</b>

**VOTING REQUIREMENT**

Simple Majority

**RESPONSIBLE OFFICER RECOMMENDATION**

**That the list of payments made under delegated authority to the Chief Executive Officer, for the months ended 30 November 2018 and 31 December 2018, be noted.**

**Moved Cr Cvitan, seconded Cr Sargent**

**RESOLVED**

**That the recommendation be adopted  
(CARRIED UNANIMOUSLY 9/0)**

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<b>9.3</b>	<b>MID YEAR BUDGET REVIEW – 2018/19</b>
<b>File No:</b>	<b>FIN/146</b>
<b>Appendix(s):</b>	<b>Appendix 6</b>
<b>Date:</b>	<b>15 January 2019</b>
<b>Responsible Officer:</b>	<b>Director Corporate Services</b>

### SUMMARY

The purpose of this report is to describe the financial position and performance of the organisation in relation to the Adopted Budget and recommend changes that will reflect the anticipated outcomes for the remainder of the 2018/19 financial year. This will provide stakeholders with a view of the likely results of the Mindarie Regional Council's (MRC) operations at the conclusion of the financial year.

It is anticipated that the MRC will move from a forecast surplus of \$2,129,427 to a forecast surplus of \$3,452,365, an increase of \$1,322,938 (62%) (Refer **Appendix 6**). This change is primarily as a result of the effects of increased members tonnes to the MRC.

It is anticipated that there will be an overall increase in tonnes received by the MRC of 19,083 tonnes (7.2%). This reflects the increase in expected member tonnes from 200,442 tonnes to 219,525 tonnes.

There will be no changes made to Members' and Non-members' gate fees.

### BACKGROUND

Council at its ordinary council meeting held on 5 July 2018, resolved that council:

- (i) *adopt the Budget for the Mindarie Regional Council for 2018/19 financial year*
- (ii) *endorse the on-going strategy of deferred payment of operational surpluses, as approved by Council at its August 2005 meeting, for the 2005/06 financial year and future years to meet its on-going capital requirements*
- (iii) *Approve the Capital Budget Program of \$5,445,436 for 2018/19 as follows:*

*New capital expenditures*

	\$
• <i>Buildings</i>	-
• <i>Office furniture and equipment</i>	72,300
• <i>Computer equipment</i>	105,500
• <i>Plant and equipment and vehicles</i>	2,594,000
• <i>Infrastructure</i>	<u>1,145,340</u>
	3,917,140

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Carried forward capital expenditures

• Cardboard compactors	50,000
• New telephone system	15,000
• Repl. Toyota forklift	28,000
• Repl. Komatsu loaders (2x)	580,000
• Repl. Excavator	200,000
• Repl. Skid steer loader	90,000
• Repl. 30T Dump truck	360,000
• Kitchen, ablution upgrade tip face	20,000
• Weighbridge RRF	20,000
• Weighbridge TP	20,000
• Recycling centre renovation	<u>145,296</u>
	1,528,296
<b>Total Capital expenditure</b>	<b>5,445,436</b>

- (v) approve that \$395,588 will be transferred from the Operating Surplus to the Site Rehabilitation Reserve.
- (vi) approve that \$3,917,140 be transferred from the Reserve for Capital Expenditure to Operating Surplus to fund capital expenditures.
- (vii) approve that any funds required for carbon abatement projects be transferred from the Carbon Abatement Reserve to the Operating Surplus.
- (viii) approve that all interest earned on cash funds associated with cash-backed reserves will not be credited to the respective reserves.

Council operations have been conducted in line with the Adopted Budget for 2018/19.

Monthly Financial Statements on the actual expenditure and variations from the Adopted Budget have been submitted to each Council meeting. In addition, monthly management accounts have been provided to Councillors and Member Council Officers on a regular basis.

In line with sound financial management practice, and in order to comply with Local Government Regulations, a detailed review of the MRC's operations, financial position and financial performance has been carried out as at 31 October 2018.

This reports highlights:

- those items that reflect significant trend variations to budgeted allocations, and
- the anticipated revised financial projections to 30 June 2019.

The Income Statement reflecting the Adopted Budget, Actual Expenditure to 31 October 2018 and projected expenditure to 30 June 2019, as well as the projected capital expenditure is enclosed as **Appendix 6** of this report.

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**DETAIL**

Tonnage variation

The reforecast tonnes are significantly over the originally budgeted tonnage estimates.

The 7.2% or 19,083 tonne increment in expected tonnes relates largely to the changes to their bulk verge collection systems made by the city of Stirling as can be seen from the table below. This is the primary driver of the \$1.3 million positive impact on the profit and loss statement.

<b>TONNAGES RECEIVED BY THE MRC 2018/2019</b>			
	Budget	Reforecast	Variance
Cambridge	7,150	5,950	(1,200)
Joondalup	48,092	47,975	(117)
Perth	13,500	13,503	3
Stirling	38,500	61,446	22,946
Victoria Park	12,500	12,500	-
Vincent	14,000	13,600	(400)
Wanneroo	66,700	64,551	(2,149)
	<u>200,442</u>	<u>219,525</u>	<u>19,083</u>
RRF Residue	48,700	48,700	-
Non-members	15,800	15,800	-
	<u>64,500</u>	<u>64,500</u>	<u>-</u>
	<u><u>264,942</u></u>	<u><u>284,025</u></u>	<u><u>19,083</u></u>
			<b>7.20%</b>
WMRC Residue	24,000	24,000	-

Revenue

Overall revenue is expected to increase by \$4.1 million (6.6%) from \$61.9 million to \$66.0 million. This is almost exclusively as a result of the increase in tonnes committed by the member councils of the MRC.

Operating Expenditure

Operating expenditures have increased overall by \$2.8 million (4.7%) primarily as a result of the increased tonnes to landfill mainly from member councils.

The increase in operating costs are explained by the following:

Consultant & Contract Labour	Mid Year Budget	Approved at Ordinary Council Meeting
Summer Waste Audit	\$150,000	06 Sep 2018
Deloitte's Financial Modelling	\$100,000	25 Oct 2018
FOGO Trial	\$300,000	25 Oct 2018

Materials and Contract	Adopted Budget	Mid Year Budget	Variance	Explanation
DEP landfill levy	\$10,622,260	\$11,723,894	\$1,101,634	Due to increase in tonnages.
Cell development	\$ 1,187,580	\$ 1,462,899	\$ 275,319	Due to increase in tonnages.

Forecast capital expenditure for the year has reduced by \$266k from the budget. There have been a number of changes which are listed below:

- The purchase of the replacement Bomag compactor, Sumitomo excavator, caterpillar skid steer loader and 30t dump truck have achieved a total savings of \$764k which was already tabled and approved at the Ordinary Council Meeting in October 2018.
- Re-allocation of \$360k to fund the Recycling centre alignment for making the site more safe and efficient to staff and customers.
- The purchase of 2 replacement Komatsu front end loaders increased by \$105k due to market variation and equipment availability.
- The purchase of a replacement of Toyota forklift has been deferred until 2019/2020 due to less hour's usage (\$35k).
- Purchase of Admin server UPS batteries \$10.6k and Driver control station \$16.65k.
- Purchase of additional CCTV for Recycling centre, Weighbridge, Transfer Station and workshop (\$37k).

## CONSULTATION

Consultation occurred with Member Councils in relation to their forecast tonnes for the remainder of the 2018/19 financial year.

## STATUTORY ENVIRONMENT

The half yearly budget review was carried out in accordance with the provision of the Local Government Act and Regulations.

## STRATEGIC/COMMUNITY AND CORPORATE/BUSINESS PLAN IMPLICATIONS

The revised half yearly budget review presented for approval is consistent with the objectives and actions outlined in the MRC's Community Strategic Plan, Financial Plan and Asset Management Plan.

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### **FINANCIAL IMPLICATIONS**

As outlined above, there will be no changes made to the members' or non-members' gate fees and there will be an increase in the original budgeted surplus by \$1.3 million, leaving an estimated surplus of \$3.45 million.

MRC plans that the estimated \$1.3 million will go to further fund the Site Rehabilitation Reserve. The current estimated liability is \$15.9 million with \$13.1 million already funded leaving a liability of \$1.5 million to be funded in future years.

### **COMMENT**

The budget revision reflects the efforts being made on the part of the MRC's member councils to improve the efficiency and diversion results of their individual waste collection system.

As member councils and the MRC itself increase their efforts to improve diversion of waste from landfill, the residual cost per tonne to operate the Tamala Park landfill site and the RRF contract with continue to increase.

The Site Rehabilitation reserve will have an estimated balance of \$14.4 million at the end of Financial Year 2018/2019. The estimated liability balance of \$1.5 will funded in future years.

### **VOTING REQUIREMENT**

Absolute Majority

### **RESPONSIBLE OFFICER RECOMMENDATION**

**That Council:**

**1. Approve by Absolute Majority the forecast surplus position estimated to be \$3,452,365 at 30 June 2019, which includes the following:**

- **A net estimated increase in total revenue of \$4,087,306;**
- **A net estimated increase in total other charges of approximately \$441,131;**
- **A net estimated increase in expenditures of \$2,770,484;**
- **A net estimated increase in the profit on sale of assets of \$6,116;**
- **Capex expenses re-allocated as contained in the report; and**
- **A net estimated decrease in capital expenditures of \$265,799.**

*Cr Mike Norman entered the room at 6.13 pm*

**Moved Cr Vernon, seconded Cr Cole**

Cr Emma Cole asked for clarification on the on the variation for Office Expenses referring to Appendix 6 – page 44. The CEO, Mr Gunther Hoppe, took the question on notice.

### **RESOLVED**

**That the recommendation be adopted**  
(CARRIED UNANIMOUSLY 10/0)

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**10 MEMBERS INFORMATION BULLETIN – ISSUE NO. 46**

**RESPONSIBLE OFFICER RECOMMENDATION**

**That the Members Information Bulletin Issue No. 46 be received.**

**Moved Cr Proud, seconded Cr Shannon**

**RESOLVED**

**That the recommendation be adopted**

**(CARRIED UNANIMOUSLY 10/0)**

**11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**12 URGENT BUSINESS**

Nil

**13 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

Nil

**14 NEXT MEETING**

*Next meeting to be held on Thursday 11 April 2019 in the Council Chambers at the City of Wanneroo commencing at 6.00 pm. A strategic workshop will follow the Ordinary Council meeting.*

**15 CLOSURE**

The Chairman closed the meeting at 6.15 pm and thanked the City of Joondalup for their hospitality and use of their meeting facilities.

Signed .....Chairman

Dated .....day of .....2019

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