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APPENDICES

**Ordinary Council Meeting –
27 February 2020**

Financial Statements for the period ended 30 November 2019

Item
9.1

APPENDIX NO. 1

Item
9.1



MANAGEMENT FINANCIAL STATEMENTS

**FOR THE MONTH ENDED
30 November 2019**

Mindarie Regional Council
INCOME STATEMENT BY NATURE AND TYPE
For the month ended 30 November 2019

Description	Adopted Budget	YTD Budget	YTD Actual	\$ Variance	% Variance	Note
Revenue from Ordinary Activities						
Member User Charges						
User Charges - City of Perth	2,665,000	1,115,374	1,144,964			
User Charges - City of Wanneroo	13,612,000	6,201,578	5,123,840			
User Charges - City of Joondalup	7,312,145	3,246,863	2,709,461			
User Charges - City of Stirling	12,879,125	5,489,321	3,908,262			
User Charges - Town of Cambridge	1,210,525	507,490	490,818			
User Charges - City of Vincent	2,747,000	1,180,311	1,135,606			
User Charges - Town of Victoria Park	2,511,250	1,107,733	1,017,758			
User Charges - RRF Residues	10,482,675	4,385,055	5,184,540			
	53,419,720	23,233,725	20,715,249	(2,518,476)	(10.84%)	
Non Member User Charges						
User Charges - Casual Tipping Fees	3,044,976	1,359,615	1,007,519	(352,096)	(25.90%)	
	3,044,976	1,359,615	1,007,519	(352,096)	(25.90%)	
Total User Charges	56,464,696	24,593,340	21,722,768	(2,870,572)	(11.67%)	1
Other Charges						
Service Charges						
Sale of Recyclable Materials	806,129	370,843	312,822	(58,021)	(15.65%)	
Gas Power Generation Sales	1,130,000	90,943	90,943	-	0.00%	
Grants and Subsidies	-	-	-	-		
Contributions, Reimbursements & Donations	16,660	-	-	-		
Interest Earnings	618,250	257,605	241,674	(15,931)	(6.18%)	
Other Revenue	499,274	164,812	224,120	59,308	35.99%	
Total Other Charges	3,070,313	884,203	869,559	(14,644)	(1.66%)	
Total Revenue from Ordinary Activities	59,535,009	25,477,543	22,592,327	(2,885,216)	(11.32%)	
Expenses from Ordinary Activities						
Employee Costs	5,456,708	2,111,800	2,167,061	(55,261)	(2.62%)	
Materials and Contracts						
Consultants and Contract Labour	806,880	283,687	230,381	53,306	18.79%	
Communications and Public Consultation	654,500	111,784	111,844	(60)	(0.05%)	
Landfill Expenses	1,702,870	416,536	441,703	(25,167)	(6.04%)	
Office Expenses	319,601	106,465	96,280	10,185	9.57%	
Information System Expenses	189,930	67,965	48,082	19,883	29.25%	
Building Maintenance	168,400	31,918	31,263	655	2.05%	
Plant and Equipment Operating & Hire	874,790	280,645	337,888	(57,243)	(20.40%)	
RRF Other Operating Expenses	30,323,475	13,189,312	12,998,515	190,797	1.45%	2
WMRC	-	-	-	-		
Utilities	321,379	130,809	105,668	25,141	19.22%	
Depreciation	1,701,725	709,025	1,086,936	(377,911)	(53.30%)	3
Borrowing Costs	48,716	21,293	21,293	-	0.00%	
Insurances	278,200	81,379	87,412	(6,033)	(7.41%)	
DEP Landfill Levy	11,037,130	4,759,682	3,949,067	810,615	17.03%	4
Land Lease/Rental	795,557	328,200	301,143	27,058	8.24%	
Other Expenditure						
Members Costs	250,413	12,938	12,938	-	0.00%	
Administration Expenses	179,500	46,141	43,406	2,735	5.93%	
Amortisation for Cell Development	1,278,520	551,354	457,454	93,900	17.03%	
Amortisation for Decommissioning Asset	545,191	227,160	227,160	-	0.00%	
Capping Accretion Expense	248,010	103,335	103,335	-	0.00%	
Post Closure Accretion Expense	157,761	65,732	65,732	-	0.00%	
RRF Amortisation	462,791	192,829	192,829	-	0.00%	
Total Expenses	57,802,047	23,829,989	23,117,388	712,601	2.99%	
Profit on Sale of Assets	247,716	229,151	283,953	54,802	23.92%	
Loss on Sale of Assets	129,271	129,271	118,380	10,891	(8.42%)	
Revaluation of Assets	-	-	-	-		
	118,445	99,880	165,573	65,693	65.77%	
Changes in Net Assets Resulting from Operations	1,851,407	1,747,434	(359,488)	(2,106,922)	(120.57%)	

NOTES FOR VARIATIONS - INCOME STATEMENT BY NATURE AND TYPE

Note #	Description of Item	Nature of variance where:
		1. Member Revenue (Aggregated) variances greater than \$250,000. 2. Non Member Revenue (Aggregated) variances greater than \$100,000. 3. Other Revenues Charged (Per Line Item) variances greater than \$100,000. 4. All Expense variances (Per Line Item) greater than \$100,000.
1	User Charges - Members and Non Members	<p>Total user charges for the year to date are below budget by \$2.87m due to less than budgeted member council's waste of \$2.5m, mainly the City of Stirling and City of Wanneroo and non-member waste being \$352k below budget as trade customers find alternate waste disposal options.</p> <p>The Member Councils have delivered less processable tonnes (4,388t) and less non processable tonnes (11,721t) than budget year to date. The largest of each waste stream, relating to the City of Joondalup and City of Stirling.</p>
2	RRF Operating Expenses	RRF Other Operating Expenses is \$191k below phased budget due to 2,590 tonnes of less waste delivered abated by 3,900 tonnes residues more than phased budget.
3	Depreciation	Depreciation is \$378k above budget due to revaluation of assets not included in the adopted budget.

Mindarie Regional Council
OPERATING STATEMENT
For the month ended 30 November 2019

Description	Adopted Budget	YTD Budget	YTD Actual	\$ Remaining Bal of Budget	% Balance
Resource Recovery Facility					
Operating Expenditure					
Employee Costs					
Salaries	-	-	-	-	
Allowances	-	-	-	-	
Workers Compensation Premium	-	-	-	-	
	-	-	-	-	
Consultants and Contract Labour					
Consultancy	10,000	2,663	2,663	7,337	73.37%
	10,000	2,663	2,663	7,337	73.37%
Office Expenses					
Cleaning of Buildings					
General cleaning (Enviro Care)	12,000	5,000	2,009	9,991	83.26%
Window cleaning	-	-	-	-	
	12,000	5,000	2,009	9,991	83.26%
Information System Expenses					
Computer System Maintenance					
ICT contractors costs	2,000	-	-	2,000	100.00%
Newcastle Weighing Services-Gen Maintenance	12,000	5,000	4,344	7,656	63.80%
Vertical Telecom P/L-Maint of Microwave Ant	6,000	2,500	2,204	3,796	63.27%
	20,000	7,500	6,547	13,453	67.26%
Building Maintenance					
Building Maintenance					
Airconditioning Maintenance	3,000	-	-	3,000	100.00%
Septic system maintenance	4,000	-	-	4,000	100.00%
Community Education Centre	3,000	294	294	2,706	90.20%
Weighbridge and Calibration	7,500	-	-	7,500	100.00%
Building Security					
Security - Monitoring	-	-	86	(86)	
	17,500	294	380	17,120	97.83%
RRF Operation Expenses					
Fencing and Gate Maintenance					
Fencing and Gate Maintenance	9,000	252	252	8,748	97.20%
Repair of Boom Gate	1,000	-	-	1,000	100.00%
Access control infrastructure maintenance	3,000	85	85	2,915	97.18%
Road Maintenance	5,000	-	-	5,000	100.00%
Bores and Pipework					
Bore maint/calibration/electronics	4,500	1,499	1,499	3,001	66.69%
Groundwater sampling	4,000	-	-	4,000	100.00%
Bacteria sampling	1,000	1,000	1,763	(763)	(76.28%)
Vermin control	500	-	-	500	100.00%
Spills/leaks/incident management	500	-	-	500	100.00%
Landscaping and Gardens	5,000	400	400	4,600	92.00%
Compost Disposal	461,475	117,859	117,859	343,616	74.46%
Contractor's Fees	29,578,500	13,068,217	12,876,658	16,701,842	56.47%
RRF Maintenance Funding	250,000	-	-	250,000	100.00%
	30,323,475	13,189,312	12,998,515	17,324,960	57.13%
Utilities					
Electricity	15,800	2,996	2,100	13,700	86.71%
Rates	114,339	47,643	42,146	72,193	63.14%
	130,139	50,639	44,246	85,893	66.00%
Insurance					
Municipal Property Insurance	3,800	1,581	1,705	2,095	55.14%
Public Liability Insurance	5,650	2,353	2,323	3,327	58.88%
	9,450	3,934	4,028	5,422	57.38%
Cost of Borrowings					
Interest on Loans					
Loan 10A	48,716	21,293	21,293	27,423	56.29%
Loan Expenses	-	-	-	-	
	48,716	21,293	21,293	27,423	56.29%
Amortisations					
Amortisation Pre-operating Costs	104,784	43,660	43,660	61,124	58.33%
Amortisation Costs	358,007	149,169	149,169	208,838	58.33%
	462,791	192,829	192,829	269,962	58.33%
Depreciation					
Depreciation on Building	25,123	10,465	15,215	9,908	39.44%
Depreciation on Infrastructure	34,871	14,529	17,993	16,878	48.40%
	59,994	24,994	33,208	26,786	44.65%
Total Operating Expenditure	31,094,065	13,498,458	13,305,719	17,771,468	57.15%
Net Total	(31,094,065)	(13,498,458)	(13,305,719)	(17,771,468)	57.15%

Mindarie Regional Council
INCOME STATEMENT BY DEPARTMENT
For the month ended 30 November 2019

Description	Adopted Budget	YTD Budget	YTD Actual	\$ Variance	% Variance
Revenues from Ordinary Activities					
Operating Revenues					
General Purpose Funding	59,535,009	25,477,543	22,592,327	(2,885,216)	(11.32%)
Community Amenities	-	-	-	-	
Resource Recovery Facility	-	-	-	-	
	59,535,009	25,477,543	22,592,327	(2,885,216)	(11.32%)
Profit on Disposal of Assets					
Governance	-	-	-	-	
Community Amenities	247,716	229,151	283,953	54,802	23.92%
Resource Recovery Facility	-	-	-	-	
	247,716	229,151	283,953	54,802	
Total Revenue	59,782,725	25,706,694	22,876,280	(2,830,414)	(11.01%)
Expenses from Ordinary Activities					
Operating Expenditure					
Governance	4,176,961	1,481,105	1,479,937	1,168	0.08%
Community Amenities	22,531,021	8,850,426	8,331,733	518,693	5.86%
Resource Recovery Facility	31,045,349	13,477,165	13,284,425	192,740	1.43%
	57,753,331	23,808,696	23,096,095	712,601	2.99%
Loss on Sale of Assets					
Governance	-	-	-	-	
Community Amenities	129,271	129,271	118,380	10,891	8.42%
Resource Recovery Facility	-	-	-	-	
	129,271	129,271	118,380	10,891	
Cost of Borrowings					
Governance	-	-	-	-	
Community Amenities	-	-	-	-	
Resource Recovery Facility	48,716	21,293	21,293	-	0.00%
	48,716	21,293	21,293	-	0.00%
Total Expenditure	57,931,318	23,959,260	23,235,769	723,492	3.02%
Revaluation of Assets	-	-	-	-	
Changes in Net Assets Resulting from Operations	1,851,407	1,747,434	(359,488)	(2,106,922)	(120.57%)

Mindarie Regional Council
Balance Sheet
For the month ended 30 November 2019

Description	ACTUAL 2019/2020	Movement	ACTUAL 2018/2019
CURRENT ASSETS			
Cash and cash equivalents	32,068,513	(79,703)	32,148,215
Debtors and other receivables	5,014,845	60,949	4,953,895
Inventories	12,066	(902)	12,967
Other Current Assets	236,140	(306,005)	542,144
TOTAL CURRENT ASSETS	37,331,563	(325,660)	37,657,223
NON-CURRENT ASSETS			
Property, plant and equipment	15,570,119	(1,721,998)	17,292,117
Work in progress - property, plant and equipment	112,754	112,754	-
Infrastructure	6,457,900	(198,295)	6,656,195
Work in progress - Infrastructure	132,470	127,121	5,349
Excavation work	25,292,915	(457,454)	25,750,369
Resource recovery facility	4,367,797	(192,829)	4,560,626
Rehabilitation asset	4,679,534	(227,160)	4,906,694
Work in progress - Rehabilitation	35,294	35,294	-
TOTAL NON-CURRENT ASSETS	56,648,784	(2,522,567)	59,171,351
TOTAL ASSETS	93,980,346	(2,848,227)	96,828,573
CURRENT LIABILITIES			
Trade and other payables	4,565,294	(2,193,147)	6,758,442
Provisions	1,025,933	14,141	1,011,792
Borrowings	65,760	(61,403)	127,163
TOTAL CURRENT LIABILITIES	5,656,987	(2,240,410)	7,897,397
NON CURRENT LIABILITIES			
Provisions for Leave	78,078	39,113	38,965
Non Current Loans	727,915	-	727,915
Decommission Provision for Capping	16,514,011	169,067	16,344,944
Other Non Current Liabilities	39,983	-	39,983
TOTAL NON CURRENT LIABILITIES	17,359,988	208,180	17,151,807
TOTAL LIABILITIES	23,016,974	(2,032,229)	25,049,204
NET ASSETS	70,963,372	(815,997)	71,779,370
EQUITY			
Retained Surplus	11,760,695	(1,592,017)	13,352,712
Reserves (Cash Back)	23,186,028	1,232,529	21,953,499
Reserves (Non Cash Back)	31,930,923	(456,509)	32,387,432
Council Contribution	4,085,726	-	4,085,726
TOTAL EQUITY	70,963,372	(815,997)	71,779,370

Mindarie Regional Council
STATEMENT OF RESERVES
For the month ended 30 November 2019

Description	ACTUAL 2018/2019
Opening Balance - 1 July 2019	
Site Rehabilitation	13,082,944
Capital Expenditure	5,731,955
Participants Surplus Reserve	2,000,000
RRF Maintenance Funding	647,524
Carbon Abatement	491,076
	<u>21,953,499</u>
Interest on Investments	
Site Rehabilitation	-
Capital Expenditure	-
Participants Surplus Reserve	-
RRF Maintenance Funding	-
Carbon Abatement	-
	-
Transfer from Operating Surplus	
Site Rehabilitation	1,469,071
Capital Expenditure	-
Participants Surplus Reserve	-
RRF Maintenance Funding	104,165
Carbon Abatement	-
	<u>1,573,236</u>
Total Transfer from Operations	<u>1,573,236</u>
Transfer from Balance Sheet Provisions	
Site Rehabilitation	-
	<u>-</u>
Transfer to Operating Surplus	
Site Rehabilitation	-
Capital Expenditure	340,708
RRF Maintenance Funding	-
Carbon Abatement	-
	<u>340,708</u>
Closing Balance	
Site Rehabilitation	14,552,015
Capital Expenditure	5,391,248
Participants Surplus Reserve	2,000,000
RRF Maintenance Funding	751,689
Carbon Abatement	491,076
	<u>23,186,028</u>

Mindarie Regional Council
STATEMENT OF INVESTING ACTIVITIES
For the month ended 30 November 2019

Description	Adopted Budget	Revised Budget	YTD Actual	% to Revised Budget
PLANT, VEHICLES AND MACHINERIES				
Plant and Vehicles				
Replacement of Fire Ute with Fire Fighting Pod (Plant71)	85,000	85,000	43,403	51.06%
Replacement of Kia Grand Carnival (Plant125)	47,000	47,000	-	
<i>brought forward items:</i>				
Replacement of Toyota Forklift	35,000	35,000	-	
	167,000	167,000	43,403	25.99%
Machinery and Equipment				
Replacement of ADC Tarps	36,000	36,000	29,127	80.91%
Replacement of Hooklift Bins	45,000	45,000	-	
Vehicle Borne Litter Vacuum	32,000	32,000	-	
Dinosaur Remote Water Cannon	10,000	10,000	-	
3x Hooklift Bin System Modification	60,000	60,000	10,400	
1x Odour Irrigation - Landfill (Mobile) with Motor	16,476	16,476	-	
Hooklift Tynes for Loader	50,000	50,000	-	
<i>brought forward items:</i>				
Purchase and install 2x Cardboard Compactors	102,000	102,000	1,730	
	351,476	351,476	41,257	11.74%
TOTAL PLANT, VEHICLES AND MACHINERIES	518,476	518,476	84,661	16.33%
FURNITURE AND EQUIPMENT				
Furniture and Fittings				
Replacement of Airconditioning Units	67,600	67,600	-	
	67,600	67,600	-	0.00%
TOTAL FURNITURE AND EQUIPMENT	67,600	67,600	-	
COMPUTING EQUIPMENT				
Computing Equipment				
Replacement of Core Switches	12,000	12,000	-	
Network Rack for UPS	8,000	8,000	-	
Navision system upgrade	70,000	70,000	-	
	90,000	90,000	-	
TOTAL COMPUTING EQUIPMENT	90,000	90,000	-	
LAND AND BUILDINGS				
Building				
Upgrade Administration Toilets	20,000	20,000	-	
Upgrade Recycling Centre Security	50,000	50,000	-	
<i>brought forward items:</i>				
Recycling Centre renovation and alignment phase2	160,000	160,000	93,789	
	230,000	230,000	93,789	40.78%
TOTAL LAND AND BUILDINGS	230,000	230,000	93,789	40.78%

Mindarie Regional Council
STATEMENT OF INVESTING ACTIVITIES
For the month ended 30 November 2019

Description	Adopted Budget	Revised Budget	YTD Actual	% to Revised Budget
INFRASTRUCTURE				
Operations				
Replacement of Trash Pump	5,000	5,000	-	
Upgrades and improvements-MRC Infrastructure	150,000	150,000	-	
Landfill Access Ramp Development	50,000	50,000	5,175	10.35%
CDS Infrastructure Footprint Preparations and Supporting Infra	70,000	70,000	-	
Western Boundary Fence Replacement	110,000	110,000	-	
Replacement of Gas Monitor	17,000	17,000	-	
Environmental Drilling for Groundwater and Gas Monitor Bores	150,000	150,000	-	
Replacement of 2x Airwell Pumps	22,000	22,000	-	
Irrigation upgrade around Weighbridge	10,000	10,000	-	
brought forward items:				
Leachate treatment project	347,000	347,000	90,676	26.13%
Transfer station extension	200,000	200,000	31,270	15.64%
	1,476,600	1,476,600	127,121	8.61%
Landfill Infrastructure Phase 3				
Cell Development - Lining	200,216	200,216	27,089	13.53%
Visual Barrier - North at Stage 2	20,000	20,000	8,205	41.02%
	220,216	220,216	35,294	16.03%
TOTAL INFRASTRUCTURE	1,696,816	1,696,816	162,415	9.57%

INFORMATION ON BORROWINGS

(a) Loan Schedule and Interest Expense

Actual						Principal Repayments	Principal Outstanding	Interest Repayments	Note
	Value of Loan Approved	Matures	Interest Rates	Principal 01/07/2019	Principal Drawn Down to 30/06/2020	Actual to 30/11/2019	Actual to 30/11/2019	Actual to 30/11/2019	
Community Amenities									
Regional Resource Recovery Facility									
Loan 10a - RRF Infrastructure	2,000,000	Apr-25	6.16%	855,078	-	61,403	793,675	21,293	
TOTAL	2,000,000			855,078	-	61,403	793,675	21,293	
						Facility Fee		-	
						Total Borrowing Costs		21,293	

Financial Statements for the period ended 31 December 2019

Item
9.1

APPENDIX NO. 2

Item
9.1



MANAGEMENT FINANCIAL STATEMENTS

**FOR THE MONTH ENDED
31 December 2019**

Mindarie Regional Council
INCOME STATEMENT BY NATURE AND TYPE
For the month ended 31 December 2019

Description	Adopted Budget	YTD Budget	YTD Actual	\$ Variance	% Variance	Note
Revenue from Ordinary Activities						
Member User Charges						
User Charges - City of Perth	2,665,000	1,351,220	1,388,511			
User Charges - City of Wanneroo	13,612,000	7,410,420	6,465,406			
User Charges - City of Joondalup	7,312,145	3,909,058	3,303,316			
User Charges - City of Stirling	12,879,125	6,599,458	4,826,912			
User Charges - Town of Cambridge	1,210,525	612,303	594,365			
User Charges - City of Vincent	2,747,000	1,410,809	1,355,785			
User Charges - Town of Victoria Park	2,511,250	1,321,593	1,215,987			
User Charges - RRF Residues	10,482,675	5,215,988	6,225,426			
	53,419,720	27,830,849	25,375,706	(2,455,143)	(8.82%)	
Non Member User Charges						
User Charges - Casual Tipping Fees	3,044,976	1,627,178	1,238,353	(388,825)	(23.90%)	
	3,044,976	1,627,178	1,238,353	(388,825)	(23.90%)	
Total User Charges	56,464,696	29,458,027	26,614,059	(2,843,968)	(9.65%)	1
Other Charges						
Service Charges						
Sale of Recyclable Materials	806,129	444,624	364,725	(79,899)	(17.97%)	
Gas Power Generation Sales	1,130,000	90,943	91,127	184	0.20%	
Grants and Subsidies	-	-	-	-		
Contributions, Reimbursements & Donations	16,660	6,900	6,839	(61)	(0.88%)	
Interest Earnings	618,250	309,126	285,859	(23,267)	(7.53%)	
Other Revenue	499,274	201,442	262,936	61,494	30.53%	
Total Other Charges	3,070,313	1,053,035	1,011,486	(41,550)	(3.95%)	
Total Revenue from Ordinary Activities	59,535,009	30,511,062	27,625,545	(2,885,517)	(9.46%)	
Expenses from Ordinary Activities						
Employee Costs	5,456,708	2,504,607	2,580,101	(75,494)	(3.01%)	
Materials and Contracts						
Consultants and Contract Labour	806,880	306,958	326,163	(19,205)	(6.26%)	
Communications and Public Consultation	654,500	176,427	177,619	(1,192)	(0.68%)	
Landfill Expenses	1,702,870	576,526	564,921	11,605	2.01%	
Office Expenses	319,601	129,069	121,438	7,631	5.91%	
Information System Expenses	189,930	80,903	57,819	23,084	28.53%	
Building Maintenance	168,400	35,921	34,483	1,438	4.00%	
Plant and Equipment Operating & Hire	874,790	321,806	389,505	(67,699)	(21.04%)	
RRF Other Operating Expenses	30,323,475	15,608,409	16,134,920	(526,511)	(3.37%)	2
WMRC	-	-	-	-		
Utilities	321,379	156,007	123,588	32,419	20.78%	
Depreciation	1,701,725	850,836	1,278,539	(427,703)	(50.27%)	3
Borrowing Costs	48,716	25,454	25,454	-	0.00%	
Insurances	278,200	97,654	105,379	(7,725)	(7.91%)	
DEP Landfill Levy	11,037,130	5,743,927	4,908,804	835,123	14.54%	4
Land Lease/Rental	795,557	393,840	361,371	32,469	8.24%	
Other Expenditure						
Members Costs	250,413	82,607	79,521	3,086	3.74%	
Administration Expenses	179,500	47,974	68,862	(20,888)	(43.54%)	
Amortisation for Cell Development	1,278,520	665,367	568,629	96,738	14.54%	
Amortisation for Decommissioning Asset	545,191	272,593	272,593	-	0.00%	
Capping Accretion Expense	248,010	124,002	124,002	-	0.00%	
Post Closure Accretion Expense	157,761	78,879	78,879	-	0.00%	
RRF Amortisation	462,791	231,395	231,395	-	0.00%	
Total Expenses	57,802,047	28,511,161	28,613,986	(102,825)	(0.36%)	
Profit on Sale of Assets	247,716	229,151	283,953	54,802	23.92%	
Loss on Sale of Assets	129,271	129,271	118,380	10,891	(8.42%)	
Revaluation of Assets	-	-	-	-		
	118,445	99,880	165,573	65,693	65.77%	
Changes in Net Assets Resulting from Operations	1,851,407	2,099,781	(822,868)	(2,922,649)	(139.19%)	

NOTES FOR VARIATIONS - INCOME STATEMENT BY NATURE AND TYPE

Note # Description of Item

Nature of variance where:

1. Member Revenue (Aggregated) variances greater than \$250,000.
2. Non Member Revenue (Aggregated) variances greater than \$100,000.
3. Other Revenues Charged (Per Line Item) variances greater than \$100,000.
4. All Expense variances (Per Line Item) greater than \$100,000.

- 1 User Charges - Members and Non Members
- Total user charges for the year to date are below budget by \$2.84m due to less than budgeted member councils waste of \$2.4m; mainly the City of Stirling and City of Wanneroo. Non-member waste being \$388k below budget as trade customers find alternate waste disposal options. The variance has remained static from last month's year to date result due to the City of Wanneroo delivering unbudgeted recyclables within month.

The Member Councils delivered less processable tonnes (4,504t) and less non processable tonnes (12,281t) than budget year to date. The largest of these waste streams, relating to the City of Joondalup, City of Stirling and City of Wanneroo.

RRF residues have delivered more than anticipated (4,922t) year to date. The increase for the year to date is due to more residues going into Tamala Park due to less organic waste being delivered to the RRF.

- 2 RRF Operating Costs
- RRF Other Operating Expenses is \$526k above phased budget due to the contracted waste diversion target dropping from 51.3% to 43.3%.

- 3 Depreciation
- Depreciation is \$428k above budget due to revaluation of assets not included in the adopted budget.

Mindarie Regional Council
OPERATING STATEMENT
For the month ended 31 December 2019

Description	Adopted Budget	YTD Budget	YTD Actual	\$ Remaining Bal of Budget	% Balance
Resource Recovery Facility					
Operating Expenditure					
Employee Costs					
Salaries	-	-	-	-	
Allowances	-	-	-	-	
Workers Compensation Premium	-	-	-	-	
	-	-	-	-	
Consultants and Contract Labour					
Consultancy	10,000	2,663	2,663	7,337	73.37%
	10,000	2,663	2,663	7,337	73.37%
Office Expenses					
Cleaning of Buildings					
General cleaning (Enviro Care)	12,000	6,000	2,220	9,780	81.50%
Window cleaning	-	-	-	-	
	12,000	6,000	2,220	9,780	81.50%
Information System Expenses					
Computer System Maintenance					
ICT contractors costs	2,000	-	-	2,000	100.00%
Newcastle Weighing Services-Gen Maintenance	12,000	6,000	5,213	6,788	56.56%
Vertical Telecom P/L-Maint of Microwave Ant	6,000	3,000	2,644	3,356	55.93%
	20,000	9,000	7,857	12,143	60.72%
Building Maintenance					
Building Maintenance					
Airconditioning Maintenance	3,000	200	200	2,800	93.33%
Septic system maintenance	4,000	-	-	4,000	100.00%
Community Education Centre	3,000	294	294	2,706	90.20%
Weighbridge and Calibration	7,500	-	-	7,500	100.00%
Building Security					
Security - Monitoring	-	-	86	(86)	
	17,500	494	580	16,920	96.68%
RRF Operation Expenses					
Fencing and Gate Maintenance					
Fencing and Gate Maintenance	9,000	252	252	8,748	97.20%
Repair of Boom Gate	1,000	-	-	1,000	100.00%
Access control infrastructure maintenance	3,000	85	85	2,915	97.18%
Road Maintenance	5,000	-	-	5,000	100.00%
Bores and Pipework					
Bore maint/calibration/electronics	4,500	1,499	1,507	2,993	66.51%
Groundwater sampling	4,000	-	-	4,000	100.00%
Bacteria sampling	1,000	1,000	1,763	(763)	(76.28%)
Vermin control	500	-	-	500	100.00%
Spills/leaks/incident management	500	-	-	500	100.00%
Landscaping and Gardens	5,000	1,081	1,081	3,919	78.38%
Compost Disposal	461,475	145,208	145,253	316,177	68.52%
Contractor's Fees	29,578,500	15,459,284	15,984,980	13,593,520	45.96%
RRF Maintenance Funding	250,000	-	-	250,000	100.00%
	30,323,475	15,608,409	16,134,920	14,188,510	46.79%
Utilities					
Electricity	15,800	3,416	2,520	13,280	84.05%
Rates	114,339	57,171	51,237	63,102	55.19%
	130,139	60,587	53,757	76,382	58.69%
Insurance					
Municipal Property Insurance	3,800	1,898	2,046	1,754	46.17%
Public Liability Insurance	5,650	2,824	2,788	2,862	50.66%
	9,450	4,722	4,833	4,617	48.85%
Cost of Borrowings					
Interest on Loans					
Loan 10A	48,716	25,454	25,454	23,262	47.75%
Loan Expenses	-	-	-	-	
	48,716	25,454	25,454	23,262	47.75%
Amortisations					
Amortisation Pre-operating Costs	104,784	52,392	52,392	52,392	50.00%
Amortisation Costs	358,007	179,003	179,003	179,004	50.00%
	462,791	231,395	231,395	231,396	50.00%
Depreciation					
Depreciation on Building	25,123	12,559	18,258	6,865	27.33%
Depreciation on Infrastructure	34,871	17,435	21,592	13,279	38.08%
	59,994	29,994	39,849	20,145	33.58%
Total Operating Expenditure	31,094,065	15,978,718	16,503,529	14,577,212	46.88%
Net Total	(31,094,065)	(15,978,718)	(16,503,529)	(14,577,212)	46.88%

Mindarie Regional Council
INCOME STATEMENT BY DEPARTMENT
For the month ended 31 December 2019

Description	Adopted Budget	YTD Budget	YTD Actual	\$ Variance	% Variance
Revenues from Ordinary Activities					
Operating Revenues					
General Purpose Funding	59,535,009	30,511,062	27,625,545	(2,885,517)	(9.46%)
Community Amenities	-	-	-	-	
Resource Recovery Facility	-	-	-	-	
	59,535,009	30,511,062	27,625,545	(2,885,517)	(9.46%)
Profit on Disposal of Assets					
Governance	-	-	-	-	
Community Amenities	247,716	229,151	283,953	54,802	23.92%
Resource Recovery Facility	-	-	-	-	
	247,716	229,151	283,953	54,802	
Total Revenue	59,782,725	30,740,213	27,909,498	(2,830,715)	(9.21%)
Expenses from Ordinary Activities					
Operating Expenditure					
Governance	4,176,961	1,823,773	1,849,074	(25,301)	(1.39%)
Community Amenities	22,531,021	10,708,670	10,261,383	447,287	4.18%
Resource Recovery Facility	31,045,349	15,953,264	16,478,075	(524,811)	(3.29%)
	57,753,331	28,485,707	28,588,532	(102,825)	(0.36%)
Loss on Sale of Assets					
Governance	-	-	-	-	
Community Amenities	129,271	129,271	118,380	10,891	8.42%
Resource Recovery Facility	-	-	-	-	
	129,271	129,271	118,380	10,891	
Cost of Borrowings					
Governance	-	-	-	-	
Community Amenities	-	-	-	-	
Resource Recovery Facility	48,716	25,454	25,454	-	0.00%
	48,716	25,454	25,454	-	0.00%
Total Expenditure	57,931,318	28,640,432	28,732,366	(91,934)	(0.32%)
Revaluation of Assets	-	-	-	-	
Changes in Net Assets Resulting from Operations	1,851,407	2,099,781	(822,868)	(2,922,649)	(139.19%)

Mindarie Regional Council
Balance Sheet
For the month ended 31 December 2019

Description	ACTUAL 2019/2020	Movement	ACTUAL 2018/2019
CURRENT ASSETS			
Cash and cash equivalents	33,027,105	878,890	32,148,215
Debtors and other receivables	6,416,024	1,462,129	4,953,895
Inventories	10,139	(2,828)	12,967
Other Current Assets	377,446	(164,698)	542,144
TOTAL CURRENT ASSETS	39,830,715	2,173,493	37,657,223
NON-CURRENT ASSETS			
Property, plant and equipment	15,418,166	(1,873,951)	17,292,117
Work in progress - property, plant and equipment	151,735	151,735	-
Infrastructure	6,418,250	(237,945)	6,656,195
Work in progress - Infrastructure	197,544	192,195	5,349
Excavation work	25,181,740	(568,629)	25,750,369
Resource recovery facility	4,329,231	(231,395)	4,560,626
Rehabilitation asset	4,634,101	(272,593)	4,906,694
Work in progress - Rehabilitation	35,780	35,780	-
TOTAL NON-CURRENT ASSETS	56,366,548	(2,804,802)	59,171,351
TOTAL ASSETS	96,197,264	(631,310)	96,828,573
CURRENT LIABILITIES			
Trade and other payables	7,208,641	450,199	6,758,442
Provisions	1,021,947	10,155	1,011,792
Borrowings	65,760	(61,403)	127,163
TOTAL CURRENT LIABILITIES	8,296,347	398,951	7,897,397
NON CURRENT LIABILITIES			
Provisions for Leave	85,201	46,236	38,965
Non Current Loans	727,915	-	727,915
Decommission Provision for Capping	16,547,825	202,881	16,344,944
Other Non Current Liabilities	39,983	-	39,983
TOTAL NON CURRENT LIABILITIES	17,400,924	249,117	17,151,807
TOTAL LIABILITIES	25,697,271	648,067	25,049,204
NET ASSETS	70,499,993	(1,279,377)	71,779,370
EQUITY			
Retained Surplus	11,242,669	(2,110,044)	13,352,712
Reserves (Cash Back)	23,240,675	1,287,176	21,953,499
Reserves (Non Cash Back)	31,930,923	(456,509)	32,387,432
Council Contribution	4,085,726	-	4,085,726
TOTAL EQUITY	70,499,993	(1,279,377)	71,779,370

Mindarie Regional Council
STATEMENT OF RESERVES
For the month ended 31 December 2019

Description	ACTUAL 2018/2019
Opening Balance - 1 July 2019	
Site Rehabilitation	13,082,944
Capital Expenditure	5,731,955
Participants Surplus Reserve	2,000,000
RRF Maintenance Funding	647,524
Carbon Abatement	491,076
	<u>21,953,499</u>
Interest on Investments	
Site Rehabilitation	-
Capital Expenditure	-
Participants Surplus Reserve	-
RRF Maintenance Funding	-
Carbon Abatement	-
	-
Transfer from Operating Surplus	
Site Rehabilitation	1,502,886
Capital Expenditure	-
Participants Surplus Reserve	-
RRF Maintenance Funding	124,998
Carbon Abatement	-
	<u>1,627,884</u>
Total Transfer from Operations	<u>1,627,884</u>
Transfer from Balance Sheet Provisions	
Site Rehabilitation	-
	<u>-</u>
Transfer to Operating Surplus	
Site Rehabilitation	-
Capital Expenditure	340,708
RRF Maintenance Funding	-
Carbon Abatement	-
	<u>340,708</u>
Closing Balance	
Site Rehabilitation	14,585,829
Capital Expenditure	5,391,248
Participants Surplus Reserve	2,000,000
RRF Maintenance Funding	772,522
Carbon Abatement	491,076
	<u>23,240,675</u>

Mindarie Regional Council
STATEMENT OF INVESTING ACTIVITIES
For the month ended 31 December 2019

Description	Adopted Budget	Revised Budget	YTD Actual	% to Revised Budget
PLANT, VEHICLES AND MACHINERIES				
Plant and Vehicles				
Replacement of Fire Ute with Fire Fighting Pod (Plant71)	85,000	85,000	43,403	51.06%
Replacement of Kia Grand Carnival (Plant125)	47,000	47,000	-	
<i>brought forward items:</i>				
Replacement of Toyota Forklift	35,000	35,000	-	
	167,000	167,000	43,403	25.99%
Machinery and Equipment				
Replacement of ADC Tarps	36,000	36,000	29,127	80.91%
Replacement of Hooklift Bins	45,000	45,000	-	
Vehicle Borne Litter Vacuum	32,000	32,000	-	
Dinosaur Remote Water Cannon	10,000	10,000	-	
3x Hooklift Bin System Modification	60,000	60,000	10,400	
1x Odour Irrigation - Landfill (Mobile) with Motor	16,476	16,476	-	
Hooklift Tynes for Loader	50,000	50,000	-	
<i>brought forward items:</i>				
Purchase and install 2x Cardboard Compactors	102,000	102,000	4,078	
	351,476	351,476	43,605	12.41%
TOTAL PLANT, VEHICLES AND MACHINERIES	518,476	518,476	87,008	16.78%
FURNITURE AND EQUIPMENT				
Furniture and Fittings				
Replacement of Airconditioning Units	67,600	67,600	-	
	67,600	67,600	-	0.00%
TOTAL FURNITURE AND EQUIPMENT	67,600	67,600	-	
COMPUTING EQUIPMENT				
Computing Equipment				
Replacement of Core Switches	12,000	12,000	-	
Network Rack for UPS	8,000	8,000	-	
Navision system upgrade	70,000	70,000	-	
	90,000	90,000	-	
TOTAL COMPUTING EQUIPMENT	90,000	90,000	-	
LAND AND BUILDINGS				
Building				
Upgrade Administration Toilets	20,000	20,000	-	
Upgrade Recycling Centre Security	50,000	50,000	-	
<i>brought forward items:</i>				
Recycling Centre renovation and alignment phase2	160,000	160,000	130,423	
	230,000	230,000	130,423	56.71%
TOTAL LAND AND BUILDINGS	230,000	230,000	130,423	56.71%

Mindarie Regional Council
STATEMENT OF INVESTING ACTIVITIES
For the month ended 31 December 2019

Description	Adopted Budget	Revised Budget	YTD Actual	% to Revised Budget
INFRASTRUCTURE				
Operations				
Replacement of Trash Pump	5,000	5,000	-	
Upgrades and improvements-MRC Infrastructure	150,000	150,000	-	
Landfill Access Ramp Development	50,000	50,000	50,630	101.26%
CDS Infrastructure Footprint Preparations and Supporting Infra	70,000	70,000	-	
Western Boundary Fence Replacement	110,000	110,000	-	
Replacement of Gas Monitor	17,000	17,000	-	
Environmental Drilling for Groundwater and Gas Monitor Bores	150,000	150,000	-	
Replacement of 2x Airwell Pumps	22,000	22,000	-	
Irrigation upgrade around Weighbridge	10,000	10,000	-	
brought forward items:				
Leachate treatment project	347,000	347,000	101,259	29.18%
Transfer station extension	200,000	200,000	28,907	14.45%
	1,476,600	1,476,600	192,195	13.02%
Landfill Infrastructure Phase 3				
Cell Development - Lining	200,216	200,216	27,576	13.77%
Visual Barrier - North at Stage 2	20,000	20,000	8,205	41.02%
	220,216	220,216	35,780	16.25%
TOTAL INFRASTRUCTURE	1,696,816	1,696,816	227,975	13.44%

INFORMATION ON BORROWINGS

(a) Loan Schedule and Interest Expense

Actual						Principal Repayments	Principal Outstanding	Interest Repayments	Note
	Value of Loan Approved	Matures	Interest Rates	Principal 01/07/2019	Principal Drawn Down to 30/06/2020	Actual to 31/12/2019	Actual to 31/12/2019	Actual to 31/12/2019	
Community Amenities									
Regional Resource Recovery Facility									
Loan 10a - RRF Infrastructure	2,000,000	Apr-25	6.16%	855,078	-	61,403	793,675	25,454	
TOTAL	2,000,000			855,078	-	61,403	793,675	25,454	
						Facility Fee		-	
						Total Borrowing Costs		25,454	

Tonnage Report to 31 December 2019

Item 9.1	APPENDIX NO. 3	Item 9.1
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Information relating to landfill, resource recovery & recycling tonnages year to date 2019/20

Month:

25
Dec-19

TONNAGE								
RRF Actual	Landfill Actual	Total Tonnage	Budget 2019/20	Variance YTD	Target % Year to Date	Note	Actual % Year to Date	Year to date Tonnage previous year

MEMBERS

Processable									
Cambridge	794	2,099	2,893	2,966	(72)	51.4%	1	97.6%	2,877
Joondalup	6,435	9,366	15,801	18,773	(2,972)	51.4%		84.2%	25,923
Perth	-	6,771	6,771	6,591	180	51.4%		102.7%	6,761
Stirling	7,345	13,492	20,836	20,610	226	51.4%		101.1%	20,665
Victoria Park	5,226	705	5,931	6,146	(215)	51.4%		96.5%	6,040
Vincent	5,415	419	5,834	6,279	(446)	51.4%		92.9%	5,961
Wanneroo	27,371	1,897	29,268	30,472	(1,204)	51.4%		96.0%	29,410
Sub Total Processable	52,585	34,748	87,334	91,837	(4,504)	51.4%		95.1%	97,636
Non-Processable									
Cambridge		6	6	21	(15)	59.4%	1	28.8%	16
Joondalup		312	312	296	17	59.4%		105.6%	475
Perth		2	2	-	-	59.4%		0.0%	3
Stirling		2,709	2,709	11,582	(8,873)	59.4%		23.4%	8,364
Victoria Park		1	1	168	(167)	59.4%		0.6%	55
Vincent		780	780	603	177	59.4%		129.4%	743
Wanneroo		2,254	2,254	5,676	(3,422)	59.4%		39.7%	5,780
Sub Total Non-Processable	-	6,064	6,064	18,346	(12,281)	59.4%		33.1%	15,435
Other									
Sita Biovision Residues		30,365	30,365	25,444	4,922	52.3%	1	119.3%	24,379
Wanneroo WRC		-	-	-	-	-		-	-
Sub Total Other	-	30,365	30,365	25,444	4,922			119.3%	24,379
SUB TOTAL MEMBERS	52,585	71,178	123,764	135,627	(11,863)	(8.75)		91.3%	137,450

CASUALS

Trade		5,109	5,109	6,537	(1,428)	53.4%	1	78.2%	5,819
Cash		1,325	1,325	1,906	(581)	53.4%	1	69.5%	1,419
Sub Total Casuals	-	6,434	6,434	8,443	(2,009)	53.4%		76.2%	7,238
TOTAL	52,585	77,612	130,198	144,070	(13,872)				144,688

RECYCLING

Recycling centre sales									
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REVENUE				
Actual G/L \$	Budget 2019/20	Target % Year to Date	Note	Actual % Year to Date

\$ 593,114	607,960	51.4%	1	97.6%
\$ 3,239,120	3,848,471	51.4%		84.2%
\$ 1,388,136	1,351,221	51.4%		102.7%
\$ 4,271,472	4,225,109	51.4%		101.1%
\$ 1,215,784	1,259,885	51.4%		96.5%
\$ 1,195,882	1,287,248	51.4%		92.9%
\$ 6,001,039	6,246,766	51.4%		96.1%
\$ 17,904,547	\$ 18,826,661	51.4%		95.1%

\$ 1,251	4,340	59.4%	1	28.8%
\$ 64,196	60,588	59.4%		106.0%
\$ 375	-	59.4%		-
\$ 555,440	2,374,347	59.4%		23.4%
\$ 203	34,344	59.4%		0.6%
\$ 159,902	123,560	59.4%		129.4%
\$ 464,366	1,163,654	59.4%		39.9%
\$ 1,245,733	\$ 3,760,832	59.4%		33.1%

\$ 6,225,426	5,215,987	49.8%	1	119.4%
\$ -	-	0.0%		-
\$ 6,225,426	\$ 5,215,987			119.4%
\$ 25,375,706	\$ 27,803,480			91.3%

\$ 982,915	1,259,859	53.4%	1	78.0%
\$ 255,438	367,319	53.4%	1	69.5%
\$ 1,238,353	\$ 1,627,177	53.4%		76.1%
\$ 26,614,059	\$ 29,430,657			

\$ 364,725	299,196	37.1%		121.9%
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Notes 1* Based on 18/19 actual tonnages

Waste to Landfill Tonnages Report for the period to 31 December 2019

Members

The Member Councils' processable waste for the financial year to date is 4,504 tonnes below forecast, primarily as a result of the City of Joondalup. (2,972t).

The non processable waste for the year to date is 12,281 tonnes below the financial forecast, primarily as a result of the City of Stirling (8,873t) and City of Wanneroo (3,422t).

These variances leave the MRC 8.75% behind in its budgeted waste receipts from Member Councils for the financial year to date 2019/2020. Overall the Member Council waste is 11,863 tonnes below the phased budget as at the end of December 2019.

RRF

The Resource Recovery Facility residue tonnes are above phased budget (4,922t) due to the more than the contracted 25,444 tonnes being delivered to the facility year to date.

Trade & Casual

The Casual and Trade tonnages are 2,009 tonnes lower than forecast for the financial year as trade and cash customers find alternative waste disposal solutions.

Overall for the period ended 31st December 2019, the tonnes received are 13,872 tonnes below what was budgeted.

<p>List of Payments made for the month ended 30 November 2019</p>
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<p>Item 9.2</p>	<p>APPENDIX NO. 4</p>	<p>Item 9.2</p>
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**Schedule of Payments for November 2019
Council Meeting - 27th February 2020**

Cheque Posting Date	Document No.	Vendor Name	Description	Amount
7/11/2019	711	Telstra	Internet charges to 27/10/19	\$1,789.17
13/11/2019	712	Cash	Staff Lotto	\$300.00
22/11/2019	713	Cash	Staff Lotto	\$300.00
22/11/2019	714	Child Support	Child Support Allowance payment - Deduction made from staff salary	\$757.00
25/11/2019	715	Cash - Petty Cash	Petty Cash 25 Nov 2019	\$1,395.05
26/11/2019	716	Australian Communications and Media Authority	Two way licence comm to 16/12/20	\$441.00
26/11/2019	717	Telstra	Mobile - November 2019	\$912.84
Total CBA cheques				\$5,895.06
2/11/2019	DP-01776		Cancelled	
2/11/2019	DP-01777		Cancelled	
20/11/2019	DP-01778	Australian Taxation Office	BAS October 2019	\$202,174.00
15/11/2019	DP-01779	Commonwealth Bank	CBA Bank fees - Oct 19	\$81.37
22/11/2019	DP-01780	Commonwealth Bank	CBA Merchant fees Oct 19	\$1,264.96
22/11/2019	DP-01781	Commonwealth Bank	CBA Merchant fees Oct 19	\$78.73
27/11/2019	DP-01782	MRC Credit Card	See attached schedule	\$15,119.52
Total Direct Payments & Fees				\$218,718.58
5/11/2020	Tsf 1	Commonwealth Bank	Intercompany Transfer	\$1,000,000.00
12/11/2019	Tsf 2	ANZ Bank	Term Deposit Transfer	\$2,600,000.00
13/11/2019	Tsf 3	Commonwealth Bank	Intercompany Transfer	\$2,000,000.00
20/11/2019	Tsf 4	National Australia Bank	Term Deposit Transfer	\$2,300,000.00
Total Inter account Transfers				\$7,900,000.00
Posting Date	Document No	Vendor Name	Details	EFT Amount
8/11/2019	EFT-01837	Payroll Employee Wages	PAYFE081119	\$118,132.36
8/11/2019	EFT-01838	Australian Taxation Office	PAYG	\$40,079.00
8/11/2019	EFT-01839	Anne Pettit	EC program support	\$675.00
8/11/2019	EFT-01839	Bunnings	Expendable Tools/Workshop Consumables	\$162.86
8/11/2019	EFT-01839	Bunnings	Insect traps and refills	\$269.00
8/11/2019	EFT-01839	Bunnings	Expanding foam parfix 750ml foam fill	\$53.72
8/11/2019	EFT-01839	CHUBB FIRE SAFETY LTD	Site Fire Equipment Test and Inspection	\$3,597.60
8/11/2019	EFT-01839	Clarkson Holden	Plt 129 Service	\$450.10
8/11/2019	EFT-01839	Couplers Malaga	100mm Water Suction Convuluted	\$178.82
8/11/2019	EFT-01839	CSIRO	VOC to Gas vapour study	\$4,070.00
8/11/2019	EFT-01839	DCM Services	Aircon maintenance/repairs, DCM # 50966	\$1,463.41
8/11/2019	EFT-01839	ELLIOTTS IRRIGATION PTY LTD	Assistance - leachate fittings	\$1,732.50
8/11/2019	EFT-01839	EMRC	General Waste - Commercial 2.85 tonne	\$456.00
8/11/2019	EFT-01839	Fennell Tyres International Pty Ltd	Plt 133 tyre repairs	\$680.35
8/11/2019	EFT-01839	Gutters Supa Kleen	Cleaning Gutters on site - Oct 19	\$3,325.00
8/11/2019	EFT-01839	Joondalup Office National	Copy Paper	\$158.75
8/11/2019	EFT-01839	Major Motors Pty Ltd	Plt 110 service	\$1,152.27
8/11/2019	EFT-01839	Michael Page International P/L	Admin relief w/e 13.10.2019	\$1,194.83
8/11/2019	EFT-01839	Michael Page International P/L	Finance relief w/e 13.10.2019	\$1,133.31
8/11/2019	EFT-01839	Michael Page International P/L	Finance relief w/e 20.10.2019	\$1,133.31
8/11/2019	EFT-01839	Michael Page International P/L	Education FYW w/e 20.10.2019	\$1,193.40
8/11/2019	EFT-01839	Natural Area Management & Services	Testing Phyttophthora in mulch/tree	\$1,716.00
8/11/2019	EFT-01839	Northwest Shedmasters Pty Ltd	Repair to EPS screen door	\$480.00

8/11/2019	EFT-01839	Pirtek (Malaga) Pty Ltd	Tana Hydraulic leak	\$695.17
8/11/2019	EFT-01839	Plants & Garden Rentals	Office Plants November 2019	\$220.00
8/11/2019	EFT-01839	REPCO AUTO PARTS- Clarkson	Plt 118 seat covers	\$129.25
8/11/2019	EFT-01839	Rose Rogers Creative	Waste Conf & Royal Show designs	\$354.00
8/11/2019	EFT-01839	SEEK Limited	CSO part time November 2019	\$627.00
8/11/2019	EFT-01839	Staff Australia	Litter pick up	\$1,831.78
8/11/2019	EFT-01839	Town of Victoria Park	TP Lease - November 19 Vic Park	\$5,513.54
8/11/2019	EFT-01839	Trade West Industrial Supplies	Brushed cotton caps Navy	\$1,112.10
8/11/2019	EFT-01839	Trade West Industrial Supplies	5 in 1 Jacket XXL with MRC logo	\$92.95
8/11/2019	EFT-01839	Trainwest - Munvast Pty Ltd	Supervisor Resource Recovery - Dip of Leadership and Management	\$600.00
8/11/2019	EFT-01839	Trainwest - Munvast Pty Ltd	Environment Supervisor - Dip of Leadership and Management	\$600.00
8/11/2019	EFT-01839	Tyrecycle P/L	Tyres x 144	\$1,381.50
8/11/2019	EFT-01839	Ventouras Advertising & Design	Tamala Park aerial maps	\$2,369.18
8/11/2019	EFT-01839	WA Heritage Tree Surgeons	Re-instate fire track north of recycling	\$825.00
8/11/2019	EFT-01839	Water2water P/L	Billi Service in Admin	\$1,399.85
8/11/2019	EFT-01839	Western Tree Recyclers	Tamala Park Green Waste	\$11,424.95
8/11/2019	EFT-01839	Winc Australia P/L	Reflex Paper	\$101.15
8/11/2019	EFT-01839	Wren Oil	Oil Waste Disposal	\$16.50
15/11/2019	EFT-01840	Aurora Environmental (Perth) Pty Ltd	Isobutane onsite monitoring in accordance	\$3,069.00
15/11/2019	EFT-01840	AUSTRALIA POST - PERTH	Postage & Freight - October 19	\$223.10
15/11/2019	EFT-01840	AUSTRALIAN TRAINING MANAGEMENT	Skid Steer Loader Training Nov 19 - J Bodily	\$700.00
15/11/2019	EFT-01840	AUSTRALIAN TRAINING MANAGEMENT	Loader Training Nov 19 - S Powell	\$700.00
15/11/2019	EFT-01840	BRITEL ENTERPRISES PTY LTD	Advertising in Yanchep Lagoon PS booklet	\$630.00
15/11/2019	EFT-01840	Bunnings	Tool box checkplate Rhino	\$500.00
15/11/2019	EFT-01840	CALTEX AUSTRALIA PETROLEUM PTY	Fuel October 19 - Operations Manager	\$732.68
15/11/2019	EFT-01840	Corporate Sports Australia	Garden Show	\$968.00
15/11/2019	EFT-01840	Couplers Malaga	Fittings for the leachate bench pump/drainage	\$2,365.50
15/11/2019	EFT-01840	COVS Parts Pty Ltd	Plt 001 New batteries x 2	\$605.00
15/11/2019	EFT-01840	CSIRO	Soil vapour study - buffer zone 29282	\$29,282.00
15/11/2019	EFT-01840	CSIRO	Groundwater Plume Migration Report	\$47,897.00
15/11/2019	EFT-01840	DUSTEX	Dustex	\$13,915.28
15/11/2019	EFT-01840	Eco Environmental	Service of Ambience units	\$660.00
15/11/2019	EFT-01840	Flick Anticimex P/L	6 weekly service (10/10, 21/11, 2/1	\$451.00
15/11/2019	EFT-01840	Gentronics	Welding helmet	\$100.00
15/11/2019	EFT-01840	Great Southern Fuel Supplies	Fuel October 2019	\$35,633.87
15/11/2019	EFT-01840	IFAP	HSR Course- J Stampalija	\$1,170.00
15/11/2019	EFT-01840	IFAP	HSR Course- P Dowd	\$1,170.00
15/11/2019	EFT-01840	Joondalup Office National	Assorted Stationery	\$157.46
15/11/2019	EFT-01840	Joondalup Office National	Rapidline Standard Whiteboard	\$64.32
15/11/2019	EFT-01840	Joondalup Office National	Whiteboard for K Goldsmith Environment	\$326.73
15/11/2019	EFT-01840	Key2creative P/L	Annual Report Design 2019	\$3,102.00
15/11/2019	EFT-01840	Michael Page International P/L	Relief Education Admin w/e 27.10.2019	\$1,204.83
15/11/2019	EFT-01840	Michael Page International P/L	Finance Relief w/e 27 10 2019	\$1,133.31
15/11/2019	EFT-01840	Mindarie Marina P/L	Education team 2020 planning day	\$400.00
15/11/2019	EFT-01840	Neverfail Springwater Ltd	15L Springwater bottles	\$131.79
15/11/2019	EFT-01840	Olivers Lawn & Landscaping Pty Ltd	Vegetation Management	\$3,272.50
15/11/2019	EFT-01840	Satellite Security Services P/L	Monitoring 1/9/18 to 31/12/18 31 days not previously invoiced	\$279.69
15/11/2019	EFT-01840	Specialist News P/L	OSH Alert Subscription - 12 mth to 17/11/20	\$917.00
15/11/2019	EFT-01840	Trade West Industrial Supplies	Navy Brushed Hat Large	\$649.22
15/11/2019	EFT-01840	Tudor House	Replacement tipface flags x 20	\$458.00
15/11/2019	EFT-01840	Tyrecycle P/L	Tyres x 73	\$825.54
15/11/2019	EFT-01840	WesTrac Pty Ltd	Plt 118 Repairs	\$3,612.73
15/11/2019	EFT-01841	Biovision 2020 Pty Ltd	Contractors Fees - October 2019	\$2,756,515.95
15/11/2019	EFT-01841	Biovision 2020 Pty Ltd	FOGO Trial Expenses Agreed June 2019	\$136,762.88
22/11/2019	EFT-01842	Payroll Employee Wages	PAYFE221119	\$121,725.41
22/11/2019	EFT-01843	Australian Taxation Office	PAYG	\$40,037.00
22/11/2019	EFT-01844	AMP	Staff Superannuation	\$217.18
22/11/2019	EFT-01844	ANZ Smart Choice Super	Staff Superannuation	\$545.74
22/11/2019	EFT-01844	Australian Ethical Super	Staff Superannuation	\$152.41
22/11/2019	EFT-01844	Australian Ethical Super	Staff Superannuation	\$152.41

22/11/2019	EFT-01844	Australian Ethical Super	Staff Superannuation	\$838.28
22/11/2019	EFT-01844	Australian Super Administration	Staff Superannuation	\$1,584.14
22/11/2019	EFT-01844	Australian Super Administration	Staff Superannuation	\$107.99
22/11/2019	EFT-01844	Australian Super Administration	Staff Superannuation	\$4,141.43
22/11/2019	EFT-01844	BT Super for Life - SG	Staff Superannuation	\$28.41
22/11/2019	EFT-01844	BT Super for Life - SG	Staff Superannuation	\$28.41
22/11/2019	EFT-01844	BT Super for Life - SG	Staff Superannuation	\$710.26
22/11/2019	EFT-01844	CBus	Staff Superannuation	\$233.06
22/11/2019	EFT-01844	CBus	Staff Superannuation	\$235.97
22/11/2019	EFT-01844	CBus	Staff Superannuation	\$1,289.83
22/11/2019	EFT-01844	Colonial First State	Staff Superannuation	\$235.96
22/11/2019	EFT-01844	Colonial First State	Staff Superannuation	\$210.21
22/11/2019	EFT-01844	Colonial First State	Staff Superannuation	\$2,733.42
22/11/2019	EFT-01844	Commonwealth Bank Group Super	Staff Superannuation	\$52.09
22/11/2019	EFT-01844	Commonwealth Bank Group Super	Staff Superannuation	\$52.58
22/11/2019	EFT-01844	Commonwealth Bank Group Super	Staff Superannuation	\$1,308.38
22/11/2019	EFT-01844	Energy Superannuation	Staff Superannuation	\$576.70
22/11/2019	EFT-01844	Hesta Super Fund	Staff Superannuation	\$469.98
22/11/2019	EFT-01844	HostPlus	Staff Superannuation	\$603.57
22/11/2019	EFT-01844	IOOF Portfolio Service Superannuation Fund	Staff Superannuation	\$470.64
22/11/2019	EFT-01844	IOOF Portfolio Service Superannuation Fund	Staff Superannuation	\$438.92
22/11/2019	EFT-01844	IOOF Portfolio Service Superannuation Fund	Staff Superannuation	\$2,644.08
22/11/2019	EFT-01844	MLC Master Key Personal Super	Staff Superannuation	\$358.40
22/11/2019	EFT-01844	Netwealth Superannuation	Staff Superannuation	\$552.49
22/11/2019	EFT-01844	Rest Superannuation	Staff Superannuation	\$656.11
22/11/2019	EFT-01844	Sunsuper	Staff Superannuation	\$172.92
22/11/2019	EFT-01844	Sunsuper	Staff Superannuation	\$172.92
22/11/2019	EFT-01844	Sunsuper	Staff Superannuation	\$1,544.42
22/11/2019	EFT-01844	TWU Superannuation Fund	Staff Superannuation	\$526.74
22/11/2019	EFT-01844	Walgs Plan Pty Ltd	Staff Superannuation	\$4,156.20
22/11/2019	EFT-01844	Walgs Plan Pty Ltd	Staff Superannuation	\$4,065.76
22/11/2019	EFT-01844	Walgs Plan Pty Ltd	Staff Superannuation	\$22,786.69
22/11/2019	EFT-01845	Allightsykes P/L	Light Towers - Fault finding non working lights	\$504.90
22/11/2019	EFT-01845	Bealeseez	Plt 107 replacement blade ram	\$5,417.50
22/11/2019	EFT-01845	BOC Limited	Argosheid Universal G Size	\$182.25
22/11/2019	EFT-01845	BOC Limited	Expendable Tools/Workshop Consumables	\$71.98
22/11/2019	EFT-01845	Cabcharge Australia Ltd	City of Wanneroo Charity Golf Day - taxis	\$150.63
22/11/2019	EFT-01845	CAPS Malaga	Replace thermo stat and call out	\$2,399.02
22/11/2019	EFT-01845	Castledine Gregory	Legal Expenses - 20 to 25/10/19	\$1,355.20
22/11/2019	EFT-01845	Command A Com	Telephone Expenses November 2019	\$1,302.24
22/11/2019	EFT-01845	Couplers Malaga	Dosing meters for odour management	\$3,841.02
22/11/2019	EFT-01845	Enviro Sweep	Sept 2019 Service	\$594.00
22/11/2019	EFT-01845	Envirocare Systems	Hand cleaner dispenser for Fire Ute	\$163.92
22/11/2019	EFT-01845	Felis Services	Cleaning of Buildings October 2019	\$2,150.50
22/11/2019	EFT-01845	Fennell Tyres International Pty Ltd	Plt 134 tyres - new & repairs	\$4,248.70
22/11/2019	EFT-01845	Fennell Tyres International Pty Ltd	Plt 134 tyres - new & repairs	\$1,155.00
22/11/2019	EFT-01845	Gavin Burgess	Community battery collections Oct 19	\$8,078.40
22/11/2019	EFT-01845	Herbert Smith Freehills	Legal Expenses - RRF - insurance matters	\$4,400.00
22/11/2019	EFT-01845	Herbert Smith Freehills	Legal Expenses - RRF Deed of Variation	\$3,850.00
22/11/2019	EFT-01845	Instant Products Group	Toilet Hire Ed Centre August 19	\$140.25
22/11/2019	EFT-01845	Instant Products Group	Toilet Hire Ed Centre August 19	\$677.31
22/11/2019	EFT-01845	Integrity Fencing and Gates	Remove bays from litter fence	\$2,145.00
22/11/2019	EFT-01845	International School of Western Australia	Waste Management Education	\$350.00
22/11/2019	EFT-01845	Iron Mountain Australia Pty Ltd	Data storage Oct 2019	\$90.92
22/11/2019	EFT-01845	Joondalup Office National	Paper Towels	\$257.78
22/11/2019	EFT-01845	Joondalup Office National	Paper Towels	\$180.00
22/11/2019	EFT-01845	Komatsu Australia	Komatsu Fitter Training Course	\$2,035.00
22/11/2019	EFT-01845	Kyocera Document Solutions	Photocopying Expenses - October 2019	\$468.93
22/11/2019	EFT-01845	LANDFILL GAS & POWER PTY LTD	Electricity - September 2019	\$8,926.39
22/11/2019	EFT-01845	MagiCorp Pty Ltd	Subscription for On Hold Messages	\$49.50

22/11/2019	EFT-01845	MARKETFORCE P/L	FYW - generic adverts	\$687.50
22/11/2019	EFT-01845	MARKETFORCE P/L	FYW social media management - July 19	\$2,640.00
22/11/2019	EFT-01845	MARKETFORCE P/L	2019/2020 FYW concept development	\$8,800.00
22/11/2019	EFT-01845	MARKETFORCE P/L	Advert for Special Council Meeting 17/10/2019	\$588.40
22/11/2019	EFT-01845	Michael Page International P/L	Finance Relief w/e 3.11.2019	\$1,133.31
22/11/2019	EFT-01845	Pro Water Services	Service of the pumps	\$825.00
22/11/2019	EFT-01845	Ricciardo Earth Moving	Road Widening & Degas Bitumen	\$32,616.16
22/11/2019	EFT-01845	SEEK Limited	Cleaner Advertisement	\$313.50
22/11/2019	EFT-01845	SETON AUSTRALIA PTY LTD	Calcium Gluconate Gel inc freight @ \$35.20	\$316.18
22/11/2019	EFT-01845	Soft Landing	City of Stirling mattress recycling	\$21,901.00
22/11/2019	EFT-01845	Soft Landing	City of Stirling mattress collected	\$18,727.50
22/11/2019	EFT-01845	Soft Landing	City of Wanneroo Mattress recycling	\$33,140.80
22/11/2019	EFT-01845	Soft Landing	Mattresses Recycled x 312	\$8,580.00
22/11/2019	EFT-01845	Sonia Cherico	Dyson Vacuum for office cleaning	\$1,095.00
22/11/2019	EFT-01845	ST JOHN AMBULANCE	First Aid Inspection/Replacement of goods	\$1,386.74
22/11/2019	EFT-01845	Starzone Holdings Pty Ltd	Plt 130 air con repairs	\$929.50
22/11/2019	EFT-01845	Starzone Holdings Pty Ltd	Plt 130 air con repairs	\$1,519.10
22/11/2019	EFT-01845	T & C Transport Services	Courier Expenses October 2019	\$393.39
22/11/2019	EFT-01845	Trade West Industrial Supplies	Sign - Heavy Vehicles Only	\$33.00
22/11/2019	EFT-01845	Trade West Industrial Supplies	Bisley shirt Orange/Navy 2XL	\$1,429.57
22/11/2019	EFT-01845	Trade West Industrial Supplies	Bisley shirt Orange/Navy 2XL	\$232.10
22/11/2019	EFT-01845	Trade West Industrial Supplies	NO ENTRY AUTHORISED PERSONNEL ONLY'	\$1,691.62
22/11/2019	EFT-01845	Trade West Industrial Supplies	Ratchet Straps x 30 for resale	\$445.50
22/11/2019	EFT-01845	Tyrecycle P/L	Tyres sent for recycling (x91)	\$953.68
22/11/2019	EFT-01845	WA Local Government Association	GH Waste Authority Breakfast 30/10/19	\$50.00
22/11/2019	EFT-01845	WA Local Government Association	GA Waste Authority Breakfast 30/10/19	\$50.00
22/11/2019	EFT-01845	WA Local Government Association	AS Waste Authority Breakfast 30/10/19	\$50.00
22/11/2019	EFT-01845	Western Tree Recyclers	Mattress recycling for City of Perth	\$681.47
22/11/2019	EFT-01845	Western Tree Recyclers	Mattresses recycling for City of Joondalup	\$8,799.47
22/11/2019	EFT-01845	WesTrac Pty Ltd	Plt 001 New pulleys	\$551.96
22/11/2019	EFT-01845	Worldwide Printing Solutions	Electrical defective stickers	\$260.00
22/11/2019	EFT-01845	Wren Oil	Oil Waste Disposal	\$16.50
27/11/2019	EFT-01846	EASISALARY PTY LTD	Novated Lease Deductions	\$1,439.52
29/11/2019	EFT-01847	A1 Locksmiths	Supply cut restricted site keys	\$165.00
29/11/2019	EFT-01847	A1 Locksmiths	Repairs to crib room door lock	\$217.50
29/11/2019	EFT-01847	Abigail Jones	Display items for Little Feet Festival	\$206.69
29/11/2019	EFT-01847	AD Engineering International P/L	Light controller battery	\$264.00
29/11/2019	EFT-01847	Alance Newspaper & Magazine Delivery	Newspapers 02/09/19 - 27/10/19	\$312.00
29/11/2019	EFT-01847	Australian Services Union	Staff Union Fees	\$51.80
29/11/2019	EFT-01847	Australian Services Union	Staff Union Fees	\$51.80
29/11/2019	EFT-01847	Bennett & Co (Lawfirst Pty Ltd)	AU Design Reg - Transparent Bin	\$3,047.00
29/11/2019	EFT-01847	Bunnings	Wire mesh & ties	\$126.33
29/11/2019	EFT-01847	Central Fire Services P/L	Monthly maintainence & test Fire System	\$78.83
29/11/2019	EFT-01847	Cindy Radnell	Safety boots and pants for C Radnell	\$232.65
29/11/2019	EFT-01847	City of Joondalup	TP Lease - December 2019 - Joondalup	\$11,117.37
29/11/2019	EFT-01847	City of Perth	TP Lease - December 2019 - Perth	\$5,512.14
29/11/2019	EFT-01847	City of Stirling	TP Lease - December 2019 - Stirling	\$22,054.14
29/11/2019	EFT-01847	City of Vincent	TP Lease - December 2019 - Vincent	\$5,513.54
29/11/2019	EFT-01847	City of Wanneroo	TP Lease - December 2019 - Wanneroo	\$11,027.07
29/11/2019	EFT-01847	Data#3	Microsoft Licences (all packages) - software assurance	\$12,875.85
29/11/2019	EFT-01847	Data#3	HP 65W Smart AC Adapter	\$30.40
29/11/2019	EFT-01847	ELO Digital Office AU/NA Pty Ltd	ELO Document Project Instalment 20%	\$5,560.27
29/11/2019	EFT-01847	EMRC	CCA to Red Hill for disposal	\$512.00
29/11/2019	EFT-01847	Felis Services	October 19 Clean - TP & RRF	\$1,075.25
29/11/2019	EFT-01847	Geofabrics Aust. Pty Ltd	4th Landfill Liner - Texcel 600R	\$6,693.50
29/11/2019	EFT-01847	Grano West Pty Ltd	Concrete slab for DG Area Construction	\$42,030.45
29/11/2019	EFT-01847	Jindalee Bus Charter	Bus for Earth Carers tour of RRF 02/11/19	\$660.00
29/11/2019	EFT-01847	Joondalup Office National	General Stationery	\$239.31
29/11/2019	EFT-01847	Kitec Electrical Services	Repair lights, insert new power point & outlet pt	\$1,126.59
29/11/2019	EFT-01847	Kitec Electrical Services	Site RCD Testing	\$179.30

29/11/2019	EFT-01847	Kitec Electrical Services	Cable Pit - raising & associated works	\$362.31
29/11/2019	EFT-01847	Kitec Electrical Services	Cable Pit - raising & associated works	\$365.27
29/11/2019	EFT-01847	Marsh Advertising Agencies	Plastic Free Advert 2020 Marine Diary	\$1,094.50
29/11/2019	EFT-01847	Michael Page International P/L	Finance relief w/e 10.11.2019	\$1,108.12
29/11/2019	EFT-01847	Michael Page International P/L	Finance relief w/e 17.11.2019	\$1,007.38
29/11/2019	EFT-01847	Michael Page International P/L	Education Relief w/e 17.11.2019	\$980.44
29/11/2019	EFT-01847	Natural Area Management & Services	Tamala Park Bushland survey	\$7,062.00
29/11/2019	EFT-01847	Neverfail Springwater Ltd	15ltr water bottles x 7	\$133.64
29/11/2019	EFT-01847	OFFICEWORKS	Finance, replacement chair	\$401.95
29/11/2019	EFT-01847	Position Partners	Landfill GPS systems monthly rental	\$2,200.00
29/11/2019	EFT-01847	Security Specialists Australia Pty Ltd	Cash security collection July 19 - missed invoice	\$299.28
29/11/2019	EFT-01847	Security Specialists Australia Pty Ltd	Cash security collection Oct 2019	\$299.28
29/11/2019	EFT-01847	Sonia Cherico	Cleaning equipment & 2 small vacs	\$314.53
29/11/2019	EFT-01847	Suez Recycling & Recovery (Perth) P/L	Confidential Paper Bin Pickup October 2019	\$52.04
29/11/2019	EFT-01847	Superior Environment Solutions	Landfill Cover Tarps with Connectors	\$32,040.14
29/11/2019	EFT-01847	Technronic Services	Service and Calibration of degassing units	\$726.00
29/11/2019	EFT-01847	Town of Cambridge	TP Lease December 2019 - Cambridge	\$5,513.54
29/11/2019	EFT-01847	Trade West Industrial Supplies	Bisley shirts Orange/Navy 2XL	\$1,624.70
29/11/2019	EFT-01847	Trident Signs Pty Ltd	Corflute signs for Royal Show	\$180.40
29/11/2019	EFT-01847	Tutt Bryant Equipment WA	Plt 135 Fuel cap replacement	\$104.83
29/11/2019	EFT-01847	WesTrac Pty Ltd	Plt 001 Pully for repair	\$225.30
29/11/2019	EFT-01847	Winc Australia P/L	Stationery - A4 folders	\$26.18

Total EFT Payments

\$3,874,731.42

CBA Cheque No. 711 to 717	\$5,895.06
Electronic Payments:	
DP- 01776 to DP- 01782	\$218,718.58
Inter-Account Transfers	\$7,900,000.00
EFT- 01837 to EFT- 01847	\$3,874,731.42
Grand Total	\$11,999,345.06

CERTIFICATE OF CHIEF EXECUTIVE OFFICER

This schedule of accounts which was passed for payment, covering vouchers as above which was submitted to each member of Council on 7 February 2020 has been checked and is fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations, and costing and the amounts due for payment.

**Credit Card detailed analysis for November 2019
Council Meeting - 7th February 2020**

Date	Payment to	Description	Amount
26-Oct-19	Bockers and Pony	Suez Milestone Hampers	\$531.90
26-Oct-19	BP Clarkson	Plt 128 Fuel	\$123.54
26-Oct-19	Wilson Parking	Plt 128 Parking	\$18.23
30-Oct-19	Coles	Staff Amenities	\$114.20
31-Oct-19	CCP Convention Centre	Plt 128 Parking	\$18.17
3-Nov-19	Retail Express	Retail Express Annual Hosting	\$2,415.60
5-Nov-19	Coco Bolo Software	Batchpatch Windows Software	\$594.68
6-Nov-19	Coles Group Gift Cards	Staff Christmas Vouchers & Awards 2019	\$3,850.00
7-Nov-19	DWER - Water	CDS Application fee CPS 8652/1 Clearing Permit	\$200.00
7-Nov-19	Permatech	Megapoxy 4L	\$159.50
8-Nov-19	Universal Panel & Paint	Pt112 Repairs	\$1,993.73
12-Nov-19	AMF Magnetix	Whiteboard Stationery	\$39.60
12-Nov-19	Caltex Perth	Plt 128 Fuel	\$115.41
12-Nov-19	Fremantle Prison	Leadership Team Building Day	\$550.00
13-Nov-19	Wilson Parking	Plt 128 Parking	\$18.23
13-Nov-19	Wilson Parking	Plt 128 Parking	\$10.13
13-Nov-20	Stardock	Stardock Licences x 20	\$285.18
14-Nov-19	Convict Café	Leadership Team Building	\$28.10
14-Nov-19	Norfolk Hotel	Leadership Team Building	\$234.00
18-Nov-19	Lets Perth	Car Hire	\$150.00
19-Nov-19	CCP Convention Centre	Plt 128 Parking	\$12.12
19-Nov-19	Dome Warwick	Meeting Hospitality	\$14.60
20-Nov-19	BGC Concrete	Concrete Cavity New Landfill Entrance	\$3,547.50
22-Nov-19	Dome Butler	Meeting Hospitality	\$11.00
25-Nov-19	Town of Cambridge	Plt 128 Parking	\$8.70
26-Nov-19	Coles	Staff Amenities	\$75.40
Total CBA Credit Card - 26 October 2019 - 27 November 2019			\$15,119.52

<p>List of Payments made for the month ended 31 December 2019</p>
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<p>Item 9.2</p>	<p>APPENDIX NO. 5</p>	<p>Item 9.2</p>
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**Schedule of Payments for December 2019
Council Meeting - 27th February 2020**

Cheque Posting Date	Document No.	Vendor Name	Description	Amount
5/12/2019	718	Water Corporation	Water Charges to 22 November 2019	\$1,893.55
6/12/2019	719	Cash	Staff Lotto	\$300.00
11/12/2019	720	Alinta Energy	Gas Charges to 3rd December 2019	\$61.60
12/12/2019	721	Dot Newton	Member Meeting Fees	\$1,251.25
12/12/2019	722	Frank Cvitan	Member Meeting Fees	\$5,650.00
12/12/2019	723	Joe Ferrante	Member Meeting Fees	\$1,251.25
12/12/2019	724	Karen Vernon	Member Meeting Fees	\$5,650.00
12/12/2019	725	Len Kosova	Member Meeting Fees	\$3,196.49
13/12/2019	726	Telstra	Internet charges to 24/11/19	\$1,789.19
18/12/2019	727	Cash - Petty Cash	Petty Cash 25 Nov 2019	\$641.50
19/12/2019	728	Synergy	Electricity Charges to 10th December 2019	\$74.15
20/12/2019	729	Cash	Staff Lotto	\$330.00
20/12/2019	730	Child Support	Child Support Allowance payment - Deduction made from staff salary	\$2,294.28

Total CBA cheques

\$24,383.26

2/12/2019	DP-01783		Cancelled	\$0.00
2/12/2019	DP-01784		Cancelled	\$0.00
16/12/2019	DP-01785	Commonwealth Bank	CommBiz Fees	\$45.71
16/12/2019	DP-01786	Commonwealth Bank	CBA Account Service Fee	\$20.70
20/12/2019	DP-01787	Australian Taxation Office	BAS November 2019	\$200,034.00
2/12/2019	DP-01788	Commonwealth Bank	Merchant fees Nov 19	\$78.35
2/12/2019	DP-01789	Commonwealth Bank	Merchant fees Nov 19	\$1,285.66

Total Direct Payments & Fees

\$201,464.42

9/12/2020	Tsf1	National Australia Bank	Term Deposit Transfer	\$2,000,000.00
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Total Inter account Transfers

\$2,000,000.00

Posting Date	Document No.	Vendor Name	Details	EFT Amount
6/12/2019	EFT-01848	A1 Locksmiths	Shop Crib Room Door Repairs	\$415.95
6/12/2019	EFT-01848	Abigail Jones	Markers & clamps for Waste Ed displays	\$160.30
6/12/2019	EFT-01848	Blackwoods & Atkins	Battery twin pack for Milwaukee vacuum	\$230.00
6/12/2019	EFT-01848	Blackwoods & Atkins	Wet & Dry Milwaukee vacuum	\$429.84
6/12/2019	EFT-01848	Blackwoods & Atkins	Battery charger for Milwaukee vacuum	\$267.90
6/12/2019	EFT-01848	Blackwoods & Atkins	Tool kit - 179 pce gearwrench	\$1,104.80
6/12/2019	EFT-01848	Bullivants Pty Ltd	Concrete Lifting Attachments	\$313.50
6/12/2019	EFT-01848	Bunnings	Sliding door locks	\$133.00
6/12/2019	EFT-01848	Cleanaway Co Pty Ltd formally TOX FREE	HHW Vic Park Collection Day - 2/11/19	\$5,385.71
6/12/2019	EFT-01848	DCM Services	Ember guards on shop air con	\$2,163.70
6/12/2019	EFT-01848	DCM Services	Reuse Shop air con repairs	\$1,146.09
6/12/2019	EFT-01848	Driven Mobile Auto Electrics	Plt 107 air-con disconnect/reconnect for repairs	\$154.00
6/12/2019	EFT-01848	EMRC	CCA timber to Red Hill for disposal	\$424.00
6/12/2019	EFT-01848	Envirocare Systems	RRF Mthly Hygiene Service - monthly billing	\$231.77
6/12/2019	EFT-01848	Envirocare Systems	TP Mthly Hygiene Service - monthly billing	\$694.54
6/12/2019	EFT-01848	Joondalup Office National	General Stationary	\$83.38
6/12/2019	EFT-01848	Joondalup Office National	Stationary - Diary	\$9.58
6/12/2019	EFT-01848	LGISWA	Workers Comp Wages Adjustment 18/19	\$498.47

6/12/2019 EFT-01848	Michael Page International P/L	Relief Education assistant w/e 24.11.2019	\$1,464.95
6/12/2019 EFT-01848	Michael Page International P/L	Finance Relief w/e 24.11.2019	\$755.54
6/12/2019 EFT-01848	Midalia Steel	Steel bars for welding	\$956.19
6/12/2019 EFT-01848	Mirco Bros Pty Ltd	Star Picketts 1800mm	\$555.00
6/12/2019 EFT-01848	Olivers Lawn & Landscaping Pty Ltd	TP lawn mowing Nov 19	\$475.00
6/12/2019 EFT-01848	Pirtek (Malaga) Pty Ltd	Plt 134 - Grease line	\$195.79
6/12/2019 EFT-01848	Preferred Training Network Pty Ltd	Train the On the Job Trainer Date TBC	\$485.10
6/12/2019 EFT-01848	Smart Waste Solutions Pty Ltd	Cardboard Bin lift system upgrade	\$1,903.00
6/12/2019 EFT-01848	Department of Transport	Vehicle Searches	\$13.60
6/12/2019 EFT-01848	Tyrecycle P/L	Recycling of tyres x67	\$553.25
6/12/2019 EFT-01848	Tyrecycle P/L	Recycling of tyres x109	\$782.14
6/12/2019 EFT-01848	Upbeat Events	Stall - Victoria Park Street Party 2019	\$126.50
6/12/2019 EFT-01848	WA Local Government Association	WALGA - Governance online resource subscription	\$594.00
6/12/2019 EFT-01848	Wanneroo Primary School	Bus subsidy tours 4-6 November	\$500.00
6/12/2019 EFT-01848	Wren Oil	Waste oil recycling	\$16.50
6/12/2019 EFT-01849	Payroll Employee Wages	PAYFE061219	\$119,397.36
6/12/2020 EFT-01850	Australian Taxation Office	PAYG	\$39,415.00
13/12/2019 EFT-01851	Air-Met Scientific Pty Ltd	Ammonia mobile unit - 1 week hire	\$374.00
13/12/2019 EFT-01851	Airgen Australia	Emergency Service on Compressor	\$395.35
13/12/2019 EFT-01851	Airwell Group Pty Ltd	Exhaust valves fitted to pumps in mats	\$1,000.00
13/12/2019 EFT-01851	Airwell Group Pty Ltd	Additional hours to relocate pipes	\$1,835.06
13/12/2019 EFT-01851	Airwell Group Pty Ltd	Controller upgrade/pump	\$6,104.00
13/12/2019 EFT-01851	Airwell Group Pty Ltd	Addition solar panel to take the timer	\$437.69
13/12/2019 EFT-01851	Blackwoods & Atkins	Milwaukee cordless ratchet	\$281.08
13/12/2019 EFT-01851	Blackwoods & Atkins	Discs for workshop	\$16.20
13/12/2019 EFT-01851	Bunnings	Cleaners equipment purchase (new staff member)	\$827.66
13/12/2019 EFT-01851	Bunnings	Hand rail	\$37.90
13/12/2019 EFT-01851	Bunnings	Cable ties for leachate system	\$81.52
13/12/2019 EFT-01851	CALTEX AUSTRALIA PETROLEUM PTY	Fuel November 19 - BT	\$1,286.54
13/12/2019 EFT-01851	Cleanaway Co Pty Ltd formally TOX FREE	Equipment for HHW - Vic Park - see PO19087	\$562.10
13/12/2019 EFT-01851	Crossland & Hardy Pty Ltd	Odour and Compressor information	\$1,251.25
13/12/2019 EFT-01851	David Moss Corporation P/L	Piping for under the new alined road	\$7,354.27
13/12/2019 EFT-01851	DCM Services	Crib room aircon repairs.	\$401.50
13/12/2019 EFT-01851	DCM Services	Repairs to Reception Aircon	\$964.79
13/12/2019 EFT-01851	Gentronics	Welding helmet repairs	\$90.18
13/12/2019 EFT-01851	Great Southern Fuel Supplies	Fuel November 2019	\$29,461.22
13/12/2019 EFT-01851	Joondalup Office National	Stationery - pens & dividers	\$101.90
13/12/2019 EFT-01851	Joondalup Office National	Stationery - desk calender refill	\$2.86
13/12/2019 EFT-01851	LANDFILL GAS & POWER PTY LTD	Electricity - October 2019	\$10,085.46
13/12/2019 EFT-01851	Leadership WA	Signature Leadership Program 2020 - AS	\$12,518.00
13/12/2019 EFT-01851	Local Government Professionals Australia	LG Membership - AS 2019-2020	\$398.25
13/12/2019 EFT-01851	MAGNETIC AUTOMATION PTY LTD	Boom gate radar and gate repairs	\$4,669.50
13/12/2019 EFT-01851	MEEC	Bore Controller check for faults	\$313.50
13/12/2019 EFT-01851	Neverfail Springwater Ltd	15 ltr water bottles x 10	\$78.00
13/12/2019 EFT-01851	Perth Office Equipment Repairs	Binder Repairs and service/call out	\$214.50
13/12/2019 EFT-01851	Plants & Garden Rentals	Office Plants December 2019	\$220.00
13/12/2019 EFT-01851	SafeWork Laboratories Pty Ltd	Drug and Alcohol Tests 1 July to 30 December 2019	\$1,918.29
13/12/2019 EFT-01851	Strata Green	Shade Cloth for Fencing	\$971.58
13/12/2019 EFT-01851	Super Clean Bins	Clean of clear FYW bins	\$338.50
13/12/2019 EFT-01851	Trainwest - Munvast Pty Ltd	Health and Safety Rep Refresher Course for PP	\$500.00
13/12/2019 EFT-01851	Tyrecycle P/L	Recycling of tyres x112	\$886.59
13/12/2019 EFT-01851	Urban Revolution Australia	Earthcarers Presentation Venue Hire 11/11/19	\$82.50
13/12/2019 EFT-01851	Winc Australia P/L	Paper Towel	\$259.06
13/12/2019 EFT-01851	Winc Australia P/L	Cleaning products	\$13.37
13/12/2019 EFT-01852	Cancelled	Cancelled	\$0.00
13/12/2019 EFT-01853	Albert Jacob	Member Meeting Fees - from 7 Nov 19	\$1,251.25
13/12/2019 EFT-01853	David Boothman	Member LG Allowances (Chairman, Deputy)	\$6,010.00

13/12/2019 EFT-01853	David Boothman (SMSF acc)	Member Meeting Fees	\$12,000.00
13/12/2019 EFT-01853	Emma Cole	Member Meeting Fees	\$5,650.00
13/12/2019 EFT-01853	Keith Sargent	Member Meeting Fees	\$5,650.00
13/12/2019 EFT-01853	Keri Shannon	Member Meeting Fees	\$5,650.00
13/12/2019 EFT-01853	Nigel Ashley Jones	Member Meeting Fees - 21/11/19	\$140.00
13/12/2019 EFT-01853	Russ Fishwick	Member Meeting Fees	\$8,906.15
13/12/2019 EFT-01853	Stephanie Proud	Member Meeting Fees	\$5,650.00
13/12/2019 EFT-01854	Biovision 2020 Pty Ltd	Contractor's Fees - November 2019	\$1,961,233.00
20/12/2019 EFT-01855	Advanced Linemarking	Line marking	\$1,149.50
20/12/2019 EFT-01855	Airwell Group Pty Ltd	Cable kit extention	\$624.16
20/12/2019 EFT-01855	ALLIGHTSYKES P/L	Plt 114 Alternator replacement	\$5,170.60
20/12/2019 EFT-01855	Anne Pettit	Earth carers program support	\$675.00
20/12/2019 EFT-01855	Bale Data Services	Cash Register Rolls	\$321.82
20/12/2019 EFT-01855	Blackwoods & Atkins	Electrical safety tags	\$90.55
20/12/2019 EFT-01855	Blackwoods & Atkins	Compactor bin wheels	\$439.07
20/12/2019 EFT-01855	Blackwoods & Atkins	Milwaukee cordless ratchet	\$68.29
20/12/2019 EFT-01855	Blackwoods & Atkins	Milwaukee cordless ratchet	\$49.98
20/12/2019 EFT-01855	Blackwoods & Atkins	Recycling Area Sweeper	\$1,167.20
20/12/2019 EFT-01855	BOC Limited	Welding gas bottle rental November 2019	\$69.66
20/12/2019 EFT-01855	BRITEL ENTERPRISES PTY LTD	FYW advert - Francis Jordan PS safety House	\$630.00
20/12/2019 EFT-01855	Bunnings	Maintenance tools	\$93.06
20/12/2019 EFT-01855	Bunnings	Paint to stop pole rust on site	\$122.08
20/12/2019 EFT-01855	Bunnings	Site Operating - Concrete for pole footings	\$30.04
20/12/2019 EFT-01855	Bunnings	Rubbish bags	\$89.32
20/12/2019 EFT-01855	Central Fire Services P/L	Monthly maintenance & test Fire System	\$89.83
20/12/2019 EFT-01855	ChemCentre	HHW ToVP Collection Day - 2 Nov 19	\$704.00
20/12/2019 EFT-01855	City of Stirling	Hire of Henderson Environmental Centre	\$49.50
20/12/2019 EFT-01855	Clarkson Holden	Plt 122 ABS brake computer replacement	\$1,597.00
20/12/2019 EFT-01855	Command A Com	Telephone Expenses December 2019	\$1,305.69
20/12/2019 EFT-01855	Couplers Malaga	Mister fitting for 500m	\$12,540.00
20/12/2019 EFT-01855	COVS Parts Pty Ltd	Plt 123 Workshop ute battery	\$214.29
20/12/2019 EFT-01855	CSIRO	Additional groundwater sampling	\$32,450.00
20/12/2019 EFT-01855	CSIRO	Groundwater sampling for the risk assessment	\$32,000.00
20/12/2019 EFT-01855	Enviro Sweep	Sept 2019 Service	\$594.00
20/12/2019 EFT-01855	Envirocare Systems	Towel Dispensers inc delivery	\$104.94
20/12/2019 EFT-01855	Excel Carpet Cleaning WA	Window Cleaning November 19	\$445.00
20/12/2019 EFT-01855	Eyewise Optical	Multi Focal Safety Specs Steve Powell	\$592.00
20/12/2019 EFT-01855	Fennell Tyres International Pty Ltd	Plt 133 Major tyre repair	\$1,594.85
20/12/2019 EFT-01855	Flick Anticimex P/L	6 weekly service Pest control	\$286.00
20/12/2019 EFT-01855	GHD PTY LTD	CSM additional information	\$1,540.00
20/12/2019 EFT-01855	GHD PTY LTD	CSM - Additional info and assessment	\$6,072.00
20/12/2019 EFT-01855	Hare Krishna Food for Life	Catering for Advanced EC graduation	\$135.00
20/12/2019 EFT-01855	Instant Products Group	Toilet Hire Ed Centre November 19	\$93.50
20/12/2019 EFT-01855	Instant Products Group	Toilet Hire Ed Centre November 19	\$587.93
20/12/2019 EFT-01855	Integrity Fencing and Gates	DG Compound Fencing	\$15,840.00
20/12/2019 EFT-01855	Iron Mountain Australia Pty Ltd	Data storage - November 2019	\$57.74
20/12/2019 EFT-01855	Joondalup Office National	HP LaserJet M475 Toner Cartridges	\$1,165.74
20/12/2019 EFT-01855	Key2creative P/L	Annual Report 2019 printing (20 copies)	\$770.00
20/12/2019 EFT-01855	Kitec Electrical Services	Attend site for electrical repairs in Admin	\$1,508.52
20/12/2019 EFT-01855	Magicorp Pty Ltd	Subscription for On Hold Messages	\$49.50
20/12/2019 EFT-01855	Malcolm Thompson Pumps	Irrigation service and replacements	\$4,753.72
20/12/2019 EFT-01855	Marketforce P/L	FYW campaign materials	\$5,775.00
20/12/2019 EFT-01855	Marketforce P/L	FYW social media management - November 19	\$2,608.23
20/12/2019 EFT-01855	Marketforce P/L	FYW OHM & facebook (Nov - April 2020)	\$14,043.32
20/12/2019 EFT-01855	Marketforce P/L	FYW 6PR Green Christmas Campaign	\$10,716.20
20/12/2019 EFT-01855	Marketforce P/L	FYW website updates	\$1,110.00
20/12/2019 EFT-01855	Michael Page International P/L	Finance relief w/e 8.12.2019	\$1,133.31

20/12/2019 EFT-01855	Michael Page International P/L	Admin relief w/e 8.12.2019	\$1,542.13
20/12/2019 EFT-01855	Michael Page International P/L	Finance relief w/e 1.12.19	\$755.54
20/12/2019 EFT-01855	Michael Page International P/L	Admin relief w/e 1.12.19	\$1,419.23
20/12/2019 EFT-01855	Offspring Magazine	FYW advert in Offspring Magazine	\$1,595.00
20/12/2019 EFT-01855	Olivers Lawn & Landscaping Pty Ltd	Gardening - Hedge work (w/b, admin, ed)	\$550.00
20/12/2019 EFT-01855	Olivers Lawn & Landscaping Pty Ltd	Gardening RRF - Lawn and Fertilizer	\$440.00
20/12/2019 EFT-01855	Pirtek (Malaga) Pty Ltd	Plt 001 - Check valve replacement	\$583.22
20/12/2019 EFT-01855	Position Partners	Landfill GPS systems monthly rental	\$2,200.00
20/12/2019 EFT-01855	Pro Water Services	Leachate program 3300 Muffler x 2	\$583.00
20/12/2019 EFT-01855	Reece Pty Ltd	Gas trafficable lid-yellow-300 x 350	\$455.28
20/12/2019 EFT-01855	Ricciardo Earth Moving	Landfill Access Ramp - Cell access Nov 19 work	\$39,484.67
20/12/2019 EFT-01855	Rose Rogers Creative	Design Reuse Shop South Facing Sign	\$1,458.10
20/12/2019 EFT-01855	Smart Waste Solutions Pty Ltd	Defect repairs to cardboard bailer	\$626.45
20/12/2019 EFT-01855	Smart Waste Solutions Pty Ltd	Defect repairs labour to cardboard bailer	\$148.50
20/12/2019 EFT-01855	Soft Landing	Mattress recycling for City of Wanneroo x1069	\$32,925.20
20/12/2019 EFT-01855	Soft Landing	Mattress recycling for City of Stirling	\$18,953.00
20/12/2019 EFT-01855	Soft Landing	Mattress recycling for City of Stirling x606	\$16,665.00
20/12/2019 EFT-01855	Soft Landing	Recycling of Mattresses - Tamala Park x 245	\$6,737.50
20/12/2019 EFT-01855	Spectur Ltd	Quarterly Server, alarms & CCTV Bundle Sept-Nov 19	\$264.00
20/12/2019 EFT-01855	Trade West Industrial Supplies	Signs - Children Must Remain In Vehicles etc	\$177.01
20/12/2019 EFT-01855	Trade West Industrial Supplies	Sign Metal 600 x 450mm 'SPEED LIMIT' '10KM'	\$298.34
20/12/2019 EFT-01855	Trade West Industrial Supplies	Bisley Coolweight Utility Pants Navy 87R	\$381.15
20/12/2019 EFT-01855	Trade West Industrial Supplies	Sign Metal 600 x 450mm 'SPEED LIMIT' '10KM'	\$77.44
20/12/2019 EFT-01855	Trade West Industrial Supplies	Bisley Coolweight Utility Pants Navy 87R	\$130.90
20/12/2019 EFT-01855	Trade West Industrial Supplies	Sign Metal 600 x 450mm 'SPEED LIMIT' '10KM'	\$256.25
20/12/2019 EFT-01855	Trade West Industrial Supplies	Steel Blue Argyle Puncture Size 7 .5 Black	\$150.81
20/12/2019 EFT-01855	Trade West Industrial Supplies	Signs - Children Must Remain In Vehicles etc	\$822.23
20/12/2019 EFT-01855	Trade West Industrial Supplies	Servicable Tags	\$101.75
20/12/2019 EFT-01855	Trade West Industrial Supplies	Flammable Gas 270mm x 270mm	\$300.14
20/12/2019 EFT-01855	Tyrecycle P/L	Recycling of Tyres x 128	\$1,043.32
20/12/2019 EFT-01855	URBAN RESOURCES	Limestone Crushing	\$76,544.97
20/12/2019 EFT-01855	WA HINO SALES & SERVICE	Plt 83 seat belt replacement	\$592.54
20/12/2019 EFT-01855	Waterchem Australia P/L	EcoSorb 20 litres drums	\$7,150.00
20/12/2019 EFT-01855	Western Tree Recyclers	Green recycled for City of Joondalup	\$5,666.10
20/12/2019 EFT-01855	Western Tree Recyclers	Greens recycled for City of Perth	\$726.00
20/12/2019 EFT-01855	WesTrac Pty Ltd	Plt001 - brake boosters	\$1,915.58
20/12/2019 EFT-01855	Winc Australia P/L	Staff Amentities Coffee	\$394.09
20/12/2019 EFT-01855	Winc Australia P/L	Cleaning products	\$32.60
20/12/2019 EFT-01855	Wren Oil	Recycling of waste oil	\$16.50
20/12/2019 EFT-01855	Zirco Data Services	Storage and retrieval of records	\$25.42
20/12/2019 EFT-01856	Cancelled	Cancelled	\$0.00
20/12/2019 EFT-01857	Payroll Employee Wages	PAYFE201219	\$130,795.84
20/12/2019 EFT-01858	Cancelled	Cancelled	\$0.00
20/12/2019 EFT-01859	Cancelled	Cancelled	\$0.00
20/12/2020 EFT-01860	Australian Taxation Office	PAYG	\$45,862.43
23/12/2019 EFT-01861	AMP	Staff Superannuation	\$338.23
23/12/2019 EFT-01861	ANZ Smart Choice Super	Staff Superannuation	\$549.87
23/12/2019 EFT-01861	Australian Ethical Super	Staff Superannuation	\$155.73
23/12/2019 EFT-01861	Australian Ethical Super	Staff Superannuation	\$168.97
23/12/2019 EFT-01861	Australian Ethical Super	Staff Superannuation	\$892.90
23/12/2019 EFT-01861	Australian Super Administration	Staff Superannuation	\$110.97
23/12/2019 EFT-01861	Australian Super Administration	Staff Superannuation	\$109.95
23/12/2019 EFT-01861	Australian Super Administration	Staff Superannuation	\$3,987.45
23/12/2019 EFT-01861	BT Super for Life - SG	Staff Superannuation	\$25.64
23/12/2019 EFT-01861	BT Super for Life - SG	Staff Superannuation	\$62.44
23/12/2019 EFT-01861	BT Super for Life - SG	Staff Superannuation	\$1,101.03
23/12/2019 EFT-01861	CBus	Staff Superannuation	\$210.22

23/12/2019 EFT-01861	CBus	Staff Superannuation	\$210.22
23/12/2019 EFT-01861	CBus	Staff Superannuation	\$1,156.18
23/12/2019 EFT-01861	Colonial First State	Staff Superannuation	\$248.28
23/12/2019 EFT-01861	Colonial First State	Staff Superannuation	\$210.21
23/12/2019 EFT-01861	Colonial First State	Staff Superannuation	\$2,767.27
23/12/2019 EFT-01861	Commonwealth Bank Group Super	Staff Superannuation	\$52.74
23/12/2019 EFT-01861	Commonwealth Bank Group Super	Staff Superannuation	\$56.95
23/12/2019 EFT-01861	Commonwealth Bank Group Super	Staff Superannuation	\$1,371.09
23/12/2019 EFT-01861	Energy Superannuation	Staff Superannuation	\$420.34
23/12/2019 EFT-01861	Hesta Super Fund	Staff Superannuation	\$453.68
23/12/2019 EFT-01861	HostPlus	Staff Superannuation	\$452.00
23/12/2019 EFT-01861	IOOF Portfolio Service Superannuation Fund	Staff Superannuation	\$424.55
23/12/2019 EFT-01861	IOOF Portfolio Service Superannuation Fund	Staff Superannuation	\$419.65
23/12/2019 EFT-01861	IOOF Portfolio Service Superannuation Fund	Staff Superannuation	\$2,553.85
23/12/2019 EFT-01861	MLC Master Key Personal Super	Staff Superannuation	\$423.57
23/12/2019 EFT-01861	Netwealth Superannuation	Staff Superannuation	\$1,497.89
23/12/2019 EFT-01861	Rest Superannuation	Staff Superannuation	\$885.01
23/12/2019 EFT-01861	Sunsuper	Staff Superannuation	\$178.12
23/12/2019 EFT-01861	Sunsuper	Staff Superannuation	\$180.71
23/12/2019 EFT-01861	Sunsuper	Staff Superannuation	\$1,580.12
23/12/2019 EFT-01861	TWU Superannuation Fund	Staff Superannuation	\$483.67
23/12/2019 EFT-01861	Walgs Plan Pty Ltd	Staff Superannuation	\$4,107.18
23/12/2019 EFT-01861	Walgs Plan Pty Ltd	Staff Superannuation	\$4,123.26
23/12/2019 EFT-01861	Walgs Plan Pty Ltd	Staff Superannuation	\$22,543.04
24/12/2019 EFT-01862	Air-Met Scientific Pty Ltd	WorkshopGas monitor - 6 months calibration/service	\$484.00
24/12/2019 EFT-01862	Air-Met Scientific Pty Ltd	WorkshopGas monitor - 6 months calibration/service	\$242.00
24/12/2019 EFT-01862	Australian Services Union	Staff Union Fees	\$51.80
24/12/2019 EFT-01862	Australian Services Union	Staff Union Fees	\$51.80
24/12/2019 EFT-01862	Cabcharge Australia Ltd	Taxi for Plt 112 to repairers	\$27.35
24/12/2019 EFT-01862	City of Joondalup	TP Lease - January 2020 Joondalup	\$11,117.37
24/12/2019 EFT-01862	City of Perth	TP Lease - January 2020 Perth	\$5,576.52
24/12/2019 EFT-01862	City of Stirling	TP Lease - January 2020 Stirling	\$22,054.14
24/12/2019 EFT-01862	City of Vincent	TP Lease - January 2020 Vincent	\$5,513.54
24/12/2019 EFT-01862	City of Wanneroo	TP Lease - January 2020 Wanneroo	\$11,027.07
24/12/2019 EFT-01862	ELO Digital Office AU/NA Pty Ltd	ELO Software Project Commencing (50%)	\$5,560.27
24/12/2019 EFT-01862	EMRC	Rcycling of timber - 2.56t x grade 1	\$146.43
24/12/2019 EFT-01862	Gavin Burgess	Community battery collections November 19	\$9,017.80
24/12/2019 EFT-01862	Margarate Davies	Earth Carers events - various items	\$657.69
24/12/2019 EFT-01862	MARKETFORCE P/L	FYW clear bins (20)	\$39,473.50
24/12/2019 EFT-01862	MARKETFORCE P/L	FYW video production	\$21,395.00
24/12/2019 EFT-01862	Michael Page International P/L	Admin relief w/e 15.12.2019	\$1,517.84
24/12/2019 EFT-01862	MOBILE MOUSE	Computer Basics PC Essentials 101	\$1,275.00
24/12/2019 EFT-01862	Staff Australia	Assistance in connecting pipes	\$506.66
24/12/2019 EFT-01862	Staff Australia	Litter picked up from fence line - 1 person 1 day	\$759.99
24/12/2019 EFT-01862	Town of Cambridge	TP Lease - January 2020 Cambridge	\$5,513.54
24/12/2019 EFT-01862	Town of Victoria Park	TP Lease - December 2019 Vic Park	\$5,513.54
24/12/2019 EFT-01862	Waddington Primary School	Waddington PS - Bus Subsidy	\$250.00
27/12/2019 EFT-01863	MRC Credit Card	See attached schedule	\$8,968.50
31/12/2019 EFT-01864	EASISALARY PTY LTD	Novated Lease Deductions	\$959.68

Total EFT Payments

\$3,056,848.40

CBA Cheque No. 718 to 730	\$24,383.26
Electronic Payments:	
DP- 01783 to DP- 01789	\$201,464.42
Inter-Account Transfers	\$2,000,000.00
EFT- 01848 to EFT- 01864	\$3,056,848.40
Grand Total	\$5,282,696.08

CERTIFICATE OF CHIEF EXECUTIVE OFFICER

This schedule of accounts which was passed for payment, covering vouchers as above which was submitted to each member of Council on 7 February 2020 has been checked and is fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations, and costing and the amounts due for payment.

Credit Card detailed analysis for December 2019
Council Meeting - 7th February 2020

Date	Payment to	Description	Amount
28-Nov-19	CCP Convention Centre	Parking Meetings	\$12.12
28-Nov-19	City of Joondalup	Parking Meetings	\$4.40
29-Nov-19	Dominos Estore	Tip Talk Lunch	\$221.70
30-Nov-19	Wilson Parking	Parking Meetings	\$14.18
3-Dec-19	Find my Shift	Annual Licence Rostering Program	\$386.12
4-Dec-19	CCP Convention Centre	Parking	\$18.17
4-Dec-19	SP Remote Pro	20x Boom Gate Remotes	\$360.00
4-Dec-19	Dynamic Gift	Phone Stands MRC Logo	\$1,113.59
4-Dec-19	Rendezous Grand Hotel	SWG Xmas Meeting	\$922.00
4-Dec-19	Dome Westralia Plaza	IAAP Meeting	\$8.60
4-Dec-19	Ultmo Catering	365 LTD Morning Tea	\$708.89
5-Dec-19	Matilda Bay Catering	Meeting - Anne Lake	\$189.50
5-Dec-19	Dome Warwick	Agenda Meeting	\$15.85
5-Dec-19	Paypal Wagner- Wes	IEC Cables	\$217.40
6-Dec-19	Azar Transport Ltd	Transport Pipes to Site	\$535.56
6-Dec-19	Mullaloo Beach Hotel	Leadership Team Xmas Lunch	\$427.00
6-Dec-19	Kmart	Dyson Vaccum RRF	\$85.00
7-Dec-19	Avis Osborne Park	Car Rental	\$1,657.10
8-Dec-19	Coles	Staff Amentities and Xmas Function Supplies	\$423.10
9-Dec-19	Institute of Public Works	IPWEA Meeting Function	\$86.27
11-Dec-19	Innovations Catering	Xmas Function Supplies Deposit	\$507.50
11-Dec-19	City of Joondalup	Parking Fogo Working Group	\$5.10
13-Dec-19	Coles	Staff Amentities	\$148.60
18-Dec-19	Coles	Staff Amentities	\$195.35
18-Dec-19	Hyde Park Fair	MRC Stall Fee	\$300.00
19-Dec-19	Coles	Xmas Function Supplies	\$155.40
20-Dec-19	Coles	Staff Awards Vouchers	\$250.00
Total CBA Credit Card - 28 November 2019 - 27 December 2019			\$8,968.50

Mid-Year Budget Review 2019/2020Item
9.3

APPENDIX NO. 6

Item
9.3



Mindarie Regional Council

Budget Review
For the year ending
30 June 2020

Mindarie Regional Council
INCOME STATEMENT BY NATURE AND TYPE
Estimated Actual for the year ending 30 June 2020
Midyear Budget Review

Description	Adopted Budget 2019/2020	YTD Actual October 2019	Estimated Actual 30 June 2020	\$ Variance (Adopted vs Est Actual June 2020)	% Variance
Revenue from Ordinary Activities					
Member User Charges					
User Charges - City of Perth	2,665,000	912,618	2,665,319		
User Charges - City of Wanneroo	13,612,000	4,148,141	12,405,387		
User Charges - City of Joondalup	7,312,145	2,173,765	6,478,221		
User Charges - City of Stirling	12,879,125	3,110,350	9,768,866		
User Charges - Town of Cambridge	1,210,525	389,810	1,210,525		
User Charges - City of Vincent	2,747,000	923,031	2,747,000		
User Charges - Town of Victoria Park	2,511,250	824,660	2,470,250		
User Charges - RRF Residues	10,482,675	4,374,676	12,122,676		
	53,419,720	16,857,051	49,868,244	(3,551,476)	(6.65%)
Non Member User Charges					
User Charges - Casual Tipping Fees	3,044,976	799,264	2,772,277	(272,699)	(8.96%)
	3,044,976	799,264	2,772,277	(272,699)	(8.96%)
Total User Charges	56,464,696	17,656,315	52,640,521	(3,824,175)	(6.77%)
Other Charges					
Service Charges					
Sale of Recyclable Materials	806,129	244,801	766,692	(39,437)	(4.89%)
Gas Power Generation Sales	1,130,000	90,943	1,130,000	-	0.00%
Grants & Subsidies	-	-	-	-	
Contributions, Reimbursements & Donations	16,660	-	16,660	-	
Interest Earnings					
Municipal Account	618,250	197,360	618,250	-	
Other Revenue	499,274	195,789	531,038	31,764	6.36%
Total Other Charges	3,070,313	728,893	3,062,640	(7,673)	(0.25%)
Total Revenue from Ordinary Activities	59,535,009	18,385,208	55,703,161	(3,831,848)	(6.44%)
Expenses from Ordinary Activities					
Employee Costs	5,456,708	1,747,074	5,707,342	(250,634)	(4.59%)
Materials and Contracts					
Consultants and Contract Labour	806,880	94,641	862,182	(55,302)	(6.85%)
Communications and Public Consultation	654,500	71,158	654,500	-	0.00%
Landfill Expenses	1,702,870	375,359	1,850,793	(147,923)	(8.69%)
Office Expenses	319,601	75,866	304,176	15,425	4.83%
Information Systems	189,930	34,432	204,913	(14,983)	(7.89%)
Building Maintenance	168,400	18,054	182,486	(14,086)	(8.36%)
Plant and Equipment Operating and Hire	874,790	293,056	1,018,517	(143,727)	(16.43%)
RRF Other Operational Expenses	30,073,475	11,206,758	30,251,638	(178,163)	(0.59%)
RRF Maintenance Funding	250,000	-	250,000	-	0.00%
Utilities	321,379	81,527	292,232	29,147	9.07%
Depreciation	1,701,725	894,664	2,397,432	(695,707)	(40.88%)
Borrowing Cost Expenses					
Landfill Tamala	-	-	-	-	
RRF	48,716	17,266	48,716	-	0.00%
Insurance	278,200	69,689	217,652	60,548	21.76%
DEP Landfill Levy	11,037,130	3,097,339	9,750,500	1,286,630	11.66%
Land Lease/Rental	795,557	240,914	795,557	-	0.00%
Other Expenditure					
Member Costs	250,413	12,938	250,413	-	0.00%
Administration Expenses	179,500	31,420	185,500	(6,000)	(3.34%)
Amortisation-Cell Development	1,278,520	358,791	1,106,061	172,459	13.49%
Amortisation for Decommissioning Asset	545,191	181,727	545,191	-	0.00%
Capping Accretion Expense	248,010	82,668	248,010	-	0.00%
Post Closure Accretion Expense	157,761	52,585	157,761	-	0.00%
RRF Amortisation	462,791	154,263	462,791	-	0.00%
	57,802,047	19,192,189	57,744,363	57,684	0.10%
Profit on Sale of Assets	247,716	186,819	257,260	9,544	3.85%
Loss on Sale of Assets	129,271	118,380	118,380	10,891	8.42%
	118,445	68,439	138,880	20,435	17.25%
Changes in Net Assets Resulting from Operations	1,851,407	(738,542)	(1,902,322)	(3,753,729)	(202.75%)

Mindarie Regional Council
INCOME STATEMENT BY DEPARTMENT
Estimated Actual for the year ending 30 June 2020

Description	Adopted Budget 2019/2020	YTD Actual October 2019	Estimated Actual 30 June 2020	\$ Variance (Adopted vs Est Actual June 2020)	% Variance
Revenues from Ordinary Activities					
Operating Revenues					
General Purpose Funding	59,535,009	18,385,208	55,703,161	(3,831,848)	(6.44%)
Community Amenities	-	-	-	-	
Resource Recovery Facility	-	-	-	-	
	59,535,009	18,385,208	55,703,161	(3,831,848)	(6.44%)
Profit on Disposal of Assets					
Governance	-	-	-	-	
Community Amenities	247,716	186,819	257,260	9,544	3.85%
Resource Recovery Facility	-	-	-	-	
	247,716	186,819	257,260	9,544	3.85%
Total Revenue	59,782,725	18,572,027	55,960,421	(3,822,304)	(6.39%)
Expenses from Ordinary Activities					
Operating Expenditure					
Governance	4,176,961	1,178,781	4,240,290	(63,329)	(1.52%)
Community Amenities	22,531,021	6,560,655	22,227,226	303,795	1.35%
Resource Recovery Facility	31,045,349	11,435,488	31,228,131	(182,782)	(0.59%)
	57,753,331	19,174,924	57,695,647	57,684	0.10%
Loss on Sale of Assets					
Governance	-	-	-	-	
Community Amenities	129,271	118,380	118,380	10,891	8.42%
Resource Recovery Facility	-	-	-	-	
	129,271	118,380	118,380	10,891	8.42%
Cost of Borrowings					
Governance	-	-	-	-	
Resource Recovery Facility	48,716	17,266	48,716	-	0.00%
	48,716	17,266	48,716	-	
Total Expenditure	57,931,318	19,310,570	57,862,743	68,575	0.12%
Changes in Net Assets Resulting from Operations	1,851,407	(738,543)	(1,902,322)	3,753,729	202.75%

MINDARIE REGIONAL COUNCIL
Balance Sheet

Estimated Actual for the year ending 30 June 2020

	Adopted Budget 2019/2020 \$	Estimated Actual 30 June 2020 \$	ACTUAL 2018/2019 \$
CURRENT ASSETS			
Cash and Other Equivalents	35,890,903	31,176,365	32,148,215
Trade and Other Receivables	5,062,285	5,415,214	4,953,895
Inventories	15,120	14,168	12,967
Other Current Assets	421,852	325,018	542,144
TOTAL CURRENT ASSETS	41,390,160	36,930,765	37,657,221
NON-CURRENT ASSETS			
Property Plant and Equipment	14,671,533	15,478,466	17,292,117
Work in Progress - Property, Plant and Equipment	0	57,202	0
Infrastructure	8,558,168	7,433,329	6,656,195
Work in Progress - Infrastructure	0	120,218	5,349
Excavation Work	24,173,195	24,644,308	25,750,369
Resource Recovery Facility	4,130,520	4,097,835	4,560,626
Rehabilitation Asset	4,361,503	4,361,503	4,906,694
Work in Progress -Rehabilitation	0	22,109	0
TOTAL NON-CURRENT ASSETS	55,894,919	56,214,970	59,171,350
TOTAL ASSETS	97,285,079	93,145,735	96,828,571
CURRENT LIABILITIES			
Trade and Other Payables	4,758,700	4,693,704	6,758,442
Provisions	1,438,277	1,315,526	1,011,792
Borrowings	0	0	127,163
TOTAL CURRENT LIABILITIES	6,196,977	6,009,230	7,897,397
NON-CURRENT LIABILITIES			
Provisions	284,020	138,025	38,965
Borrowings	733,501	727,915	727,915
Rehabilitation Provision	16,750,713	16,750,715	16,344,944
Other Non Current Liabilities	39,983	39,983	39,983
TOTAL NON-CURRENT LIABILITIES	17,808,217	17,656,638	17,151,807
TOTAL LIABILITIES	24,005,194	23,665,868	25,049,204
NET ASSETS	73,279,885	69,479,867	71,779,367
EQUITY			
Retained Surplus	18,388,878	10,328,467	13,352,710
Reserves - Cash backed	19,957,397	23,075,420	21,953,499
Reserves - Non Cash backed	30,778,281	31,990,254	32,387,432
Council Contribution	4,155,329	4,085,726	4,085,726
TOTAL EQUITY	73,279,885	69,479,867	71,779,367

STATEMENT OF CASH FLOWS
Estimated Actual for the year ending 30 June 2020

	Adopted Budget 2019/2020	Estimated Actual 30 June 2020	Adopted Budget 2018/2019
Cash Flows From Operating Activities			
Receipts			
Fees and Charges	57,270,825	53,279,674	59,936,311
Service Charges	1,130,000	1,130,000	730,000
Grants & Subsidies	0	0	16,000
Contributions, Reimbursements & Donations	16,660	16,660	16,160
Interest Earnings			
Municipal Account	618,250	659,277	656,400
Reserve Account	0	0	0
Goods and Services Tax	0	0	0
Other Revenue	499,274	133,860	462,258
	59,535,009	55,219,471	61,817,129
Payments			
Employee Costs	(4,998,108)	(5,304,548)	(4,582,575)
Materials and Contracts	(35,040,446)	(46,626,784)	(37,680,311)
Utilities	(321,379)	(292,232)	(345,934)
Borrowing Cost Expenses	(48,716)	(48,716)	(56,088)
Insurance	(278,200)	(217,652)	(269,940)
Goods and Services Tax	0	0	0
Other Expenses	(12,262,600)	(1,231,470)	(11,700,068)
	(52,949,449)	(53,721,402)	(54,634,916)
Net Cash Provided By Operating Activities	6,585,560	1,498,069	7,182,213
Cash Flows from Investing Activities			
Payments for Purchase of Property, Plant & Equipment	(906,076)	(970,779)	(4,300,096)
Payments for Construction of Infrastructure	(1,696,816)	(1,381,816)	(1,145,340)
Payments for Landfill Excavation, WIP & RRF	0	0	0
Council Capital Contributions	0	0	69,603
Proceeds from Sale of Plant and Equipment	626,000	9,839	570,000
Net Cash Used in Investing Activities	(1,976,892)	(2,342,756)	(4,805,833)
Cash Flows from Financing Activities			
Repayments of Self Supporting Loans	(125,118)	(127,163)	(136,803)
Payment of Carbon Tax	0	0	0
Proceeds from Self Supporting Loans	0	0	0
Net Cash Provided By (Used In) Financing Activities	(125,118)	(127,163)	(136,803)
Net Increase (Decrease) in Cash Held	4,483,550	(971,851)	2,239,577
Cash at the Beginning of year *	31,407,353	32,148,215	21,012,183
Cash at end of Year	35,890,903	31,176,365	23,251,760

* Adopted budget based on projections from January 2019

Estimated Actual for the year ending 30 June 2020

Description	Note	Estimated Actual 30 June 2020	Actual 31 October 2019
Opening Balance *			
Site Rehabilitation		14,518,201	13,082,944
Capital Expenditure		5,501,363	5,731,955
Participants Surplus Reserve		2,000,000	2,000,000
RRF Maintenance Funding		730,856	647,524
Carbon Abatement		491,076	491,076
		23,241,496	21,953,499
Transfer from Operating Surplus			
Site Rehabilitation		405,771	1,435,257
Capital Expenditure		0	0
Participants Surplus Reserve		0	0
RRF Maintenance Funding		250,000	83,332
Carbon Abatement		0	0
		655,771	1,518,589
Transfer from Operations		655,771	1,518,589
Transfer from Balance Sheet (Retained Surplus)			
Site Rehabilitation		1,300,000	0
Participants Surplus Reserve		0	0
Carbon Abatement		0	0
		1,300,000	0
Transfer to Operating Surplus			
Site Rehabilitation		0	0
Capital Expenditure		2,121,847	230,592
Participants Surplus Reserve		0	0
RRF Maintenance Funding		0	0
Carbon Abatement		0	0
		2,121,847	230,592
Transfer to Balance Sheet Provisions			
Site Rehabilitation		0	0
Participants Surplus Reserve		0	0
Carbon Abatement		0	0
		0	0
Closing Balance			
Site Rehabilitation		16,223,972	14,518,201
Capital Expenditure		3,379,516	5,501,363
Participants Surplus Reserve		2,000,000	2,000,000
RRF Maintenance Funding		980,856	730,856
Carbon Abatement		491,076	491,076
		23,075,420	23,241,496

* Adopted budget based on projections from January 2019

MINDARIE REGIONAL COUNCIL
STATEMENT OF INVESTING ACTIVITIES
Estimated Actual for the year ending 30 June 2020

Description		YTD Actual 31 October 2019	% to Adopted Budget	Projections from Nov 18 - June 20	Projected Total for the year to 30 June 2020	Variations between Projected Total for year 2019/20 and Adopted Budget	Explanation - Variation between Projected Total 2018/19 and Adopted Budget
PLANT, VEHICLES AND MACHINERIES							
Plant and Vehicles							
Replacement of Fire Ute with Fire Fighting Pod (Plant71)							
Replacement of Kia Grand Carnival (Plant125)							
brought forward items:							
Replacement of Toyota Forklift							
Machinery and Equipment							
Replacement of ADC Tarps							
Replacement of Hooklift Bins							
Vehicle Borne Litter Vacuum							
Dinosaur Remote Water Cannon							
3x Hooklift Bin System Modification							
1x Odour Irrigation - Landfill (Mobile) with Motor							
Hooklift Tyres for Loader							
brought forward items:							
Purchase and install 2x Cardboard Compactors							
TOTAL PLANT, VEHICLES AND MACHINERIES							
FURNITURE AND EQUIPMENT							
Furniture and Fittings							
Replacement of Airconditioning Units							
TOTAL FURNITURE AND EQUIPMENT							
COMPUTING EQUIPMENT							
Computing Equipment							
Replacement of Core Switches							
Network Rack for UPS							
Navision system upgrade							
SAN upgrade with support package Mar2020 to Mar 2023							
TOTAL COMPUTING EQUIPMENT							

MINDARIE REGIONAL COUNCIL
STATEMENT OF INVESTING ACTIVITIES
Estimated Actual for the year ending 30 June 2020

Description	Adopted Budget	YTD Actual 31 October 2019	% to Adopted Budget	Projections from Nov 18 - June 20	Projected Total for the year to 30 June 2020	Variations between Projected Total for year 2019/20 and Adopted Budget	Explanation - Variation between Projected Total 2018/19 and Adopted Budget
LAND AND BUILDINGS							
Buildings							
Upgrade Administration Toilets	20,000	0		20,000	20,000	0	
Upgrade Recycling Centre Security	50,000	0		50,000	50,000	0	
<i>brought forward items:</i>							
		0			0	0	
Recycling Centre renovation and alignment phase2	160,000	39,967	24.98%	90,033	130,000	30,000	Transfer \$30,000 from this project to cover overspend on line 63, Landfill access ramp.
	230,000	39,967	17.38%	160,033	200,000	30,000	
TOTAL LAND AND BUILDINGS	230,000	39,967	17.38%	160,033	200,000	30,000	
INFRASTRUCTURE							
Operations							
Replacement of Trash Pump	5,000	0		0	0	5,000	New budget
Upgrades and improvements-MRC Infrastructure	150,000	0		150,000	150,000	0	
Landfill Access Ramp Development	50,000	1,950	3.90%	78,050	80,000	(30,000)	Transfer from Recycling centre project.
CDS Infrastructure Footprint Preparations and Supporting Infra	70,000	0		70,000	70,000	0	
Western Boundary Fence Replacement	110,000	0		110,000	110,000	0	
3x Vapour Pods	5,600	0		5,600	5,600	0	
Solar Hot Water System (Leachate)	340,000	0		0	0	340,000	Re-allocate budget to Contract and Labour due to Mandatory Audit Report for Environmental
Replacement of Gas Monitor	17,000	0		17,000	17,000	0	
Environmental Drilling for Groundwater and Gas Monitor Bores	150,000	0		150,000	150,000	0	
Replacement of 2x Airwell Pumps	22,000	0		22,000	22,000	0	
Irrigation upgrade around Weighbridge	10,000	0		10,000	10,000	0	
<i>brought forward items:</i>							
Leachate treatment project	347,000	88,290	25.44%	258,710	347,000	0	
Transfer station extension	200,000	24,629	12.31%	175,371	200,000	0	
	1,476,600	114,869	7.78%	1,046,731	1,161,600	315,000	
Landfill Infrastructure Phase 3							
Cell Development - Lining	200,216	13,904		186,312	200,216	(0)	
Visual Barrier - North at Stage2	20,000	8,205		11,795	20,000	0	
	220,216	22,109	10.04%	198,107	220,216	(0)	
TOTAL INFRASTRUCTURE	1,696,816	136,978	8.07%	1,244,838	1,381,816	315,000	
TOTAL CAPITAL EXPENDITURES	2,602,892	230,749	8.87%	2,121,847	2,352,596	250,296	

**Guidance from Office of Auditor General and Department of Local Government,
Sport and Cultural Industries**

Item
9.4

APPENDIX NO. 7

Item
9.4

9 January, 2020

Office of the Auditor General
69 Wellington St,
Perth WA 6000

Dear Sir/Madam,

The Mindarie Regional Council (MRC) seeks guidance with reference to the practice of reporting audit committee minutes to its Council.

The MRC current practice, in order to comply with its existing Terms of Reference (included as Appendix 1), for the Audit Committee, is to present any reports and recommendations of the Audit Committee to the next Ordinary Council meeting.

The Terms of Reference make no reference to the *minutes* of the Audit Committee and how those should be presented to Council, or if they are to be presented at all.

In practice, the MRC's Audit Committee has not historically prepared any reports. It has made recommendations in respect to the following areas:

- Appointment of an external auditor
- Appointment of an external audit committee member
- Adoption of the annual financial report
- Adoption of the annual compliance return

Each recommendation of the Audit Committee is presented to Council for noting, endorsing or adoption as appropriate.

The unconfirmed minutes of each audit committee meeting are included in the following ordinary council meeting agenda within the members' information bulletin with a recommendation that Council receives the report.

These same unconfirmed minutes are presented to the next audit committee meeting for adoption.

As a Regional Council, MRC holds six ordinary council meetings per year and three audit committee meetings.

Local Government Operational Guidelines – Number 09, Audit in Local Government, (revised September 2013), (included at Appendix 2) provides guidance on the operation of audit committees in Local Government, and was used as a reference guide in developing the MRC's Audit Committee Terms of Reference.

In particular, page 10 of the guide as relates to reporting recommends that:
"Reports and recommendations of each committee meeting shall be presented to the next ordinary meeting of the Council."

This is the exact wording that has been used in the MRC's Audit Committee Terms of Reference.

At the MRC ordinary council meeting of the 12 December 2019, a recommendation was resolved as follows:

That Council:

- (a) REQUESTS the CEO to write to the Office of the Auditor General to obtain guidance as to the status of all previous Audit Committee meeting minutes, which were contained in previous Member Information Bulletins for noting, and seeks guidance as to whether they should be brought to the next Ordinary meeting of Council for endorsement.**

We seek your guidance with regard to this matter, our next Ordinary Council Meeting is scheduled for 27 February, 2020 and would be appreciative if this guidance could be received by 15 February 2020 to enable inclusion into the ordinary council meeting agenda.

If you require any further background or information, please do not hesitate to contact me on 9306 6305.

Yours sincerely



ANDREA SLATER

DIRECTOR CORPORATE SERVICES



Our Ref: D20/00195

7th Floor, Albert Facey House
469 Wellington Street, Perth

Mail to: Perth BC
PO Box 8489
PERTH WA 6849

Tel: 08 6557 7500
Fax: 08 6557 7600
Email: info@audit.wa.gov.au

Andrea Slater
Director Corporate Services
Mandarie Regional Council

Via admin@mrc.wa.gov.au

Dear Ms Slater

REPORTING OF AUDIT COMMITTEE MINUTES TO COUNCIL

Thank you for your letter of 9 January 2020 seeking guidance on the practice of reporting audit committee minutes to council.

It is not common practice to submit the minutes (or draft minutes) of an audit committee meeting to the board, council or governing body. However, as with any sub-committee it is common practice to submit a report to the governing body. The principles of what the report contains, is for those committees to agree between themselves.

The practice as you describe for the Mandarie Regional Council where the audit committee submits any recommendations to Council is what we normally see elsewhere.

I hope this information is of assistance.

Yours sincerely

Natasha Farrell
Stakeholder Liaison

10 January 2020

Andrea Slater

From: Alan Carmichael <Alan.Carmichael@dlgsc.wa.gov.au>
Sent: Tuesday, 4 February 2020 12:24 PM
To: Andrea Slater
Cc: LG Hotline
Subject: FW: MRC Audit Committee Meeting Minutes
Attachments: Letter to OAG.PDF; Response from OAG.pdf

Hi Andrea

The *Local Government Act 1995* and associated regulations do not specifically require minutes to be submitted to Council.

It could be considered good governance and/or best practice to provide committee minutes to the next ordinary council meeting and I understand the Regional Council is already doing that via an information bulletin with a recommendation that council receives the report. If the Audit Committee Minutes were submitted to Council in a separate item, the recommendation would still be to receive the report and that has already occurred.

I note the Regional Council resolution was whether the minutes needed "endorsement". Only the Audit Committee can confirm it's minutes, so committee minutes are normally referred to council for information. If any actions arising from a committee meeting require endorsement by the Regional Council, it suggests they should be dealt with as a separate item, which I understand the Regional Council is already doing.

At the MRC ordinary council meeting of the 12 December 2019, a recommendation was resolved as follows:

That Council:

- (a) **REQUESTS** the CEO to write to the Office of the Auditor General to obtain guidance as to the status of all previous Audit Committee meeting minutes which were contained in previous Member Information Bulletins for notification and seeks guidance as to whether they should be brought to the next Ordinary meeting of Council for endorsement.

I trust the above assists in answering your query.

Regards

Alan Carmichael
 Senior Project Officer

Department of Local Government, Sport and Cultural Industries
 140 William Street, Perth WA 6000
 GPO Box R1250, Perth WA 6844

Telephone +61 8 6552 1430

Email alan.carmichael@dlgsc.wa.gov.au

Web www.dlgsc.wa.gov.au

The Department acknowledges the Aboriginal peoples of Western Australia as the traditional custodians of this land, and we pay our respects to their Elders past and present.

Compliance Audit Return 2019Item
9.5

APPENDIX NO. 8

Item
9.5



Department of
**Local Government, Sport
and Cultural Industries**

Mindarie Regional Council - Compliance Audit Return Regional Local Government 2019

Certified Copy of Return

Please submit a signed copy to the Director General of the Department of Local Government, Sport and Cultural Industries together with a copy of section of relevant minutes.

Commercial Enterprises by Local Governments					
No	Reference	Question	Response	Comments	Respondent
1	s3.59(2)(a)(b)(c) F&G Reg 7,9	Has the local government prepared a business plan for each major trading undertaking in 2019?	N/A		Sonia Cherico
2	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2019?	N/A		Sonia Cherico
3	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2019?	N/A		Sonia Cherico
4	s3.59(4)	Has the local government complied with public notice and publishing requirements of each proposal to commence a major trading undertaking or enter into a major land transaction for 2019?	N/A		Sonia Cherico
5	s3.59(5)	Did the Council, during 2019, resolve to proceed with each major land transaction or trading undertaking by absolute majority?	N/A		Sonia Cherico



Delegation of Power / Duty					
No	Reference	Question	Response	Comments	Respondent
1	s5.16, 5.17, 5.18	Were all delegations to committees resolved by absolute majority?	N/A		Deborah Toward
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing?	N/A		Deborah Toward
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17?	N/A		Deborah Toward
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations?	N/A		Deborah Toward
5	s5.18	Has Council reviewed delegations to its committees in the 2018/2019 financial year?	N/A		Deborah Toward
6	s5.42(1), 5.43 Admin Reg 18G	Did the powers and duties of the Council delegated to the CEO exclude those as listed in section 5.43 of the Act?	Yes		Deborah Toward
7	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO resolved by an absolute majority?	Yes		Deborah Toward
8	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO in writing?	Yes		Deborah Toward
9	s5.44(2)	Were all delegations by the CEO to any employee in writing?	Yes		Deborah Toward
10	s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority?	Yes		Deborah Toward
11	s5.46(1)	Has the CEO kept a register of all delegations made under the Act to him and to other employees?	Yes		Deborah Toward
12	s5.46(2)	Were all delegations made under Division 4 of Part 5 of the Act reviewed by the delegator at least once during the 2018/2019 financial year?	Yes		Deborah Toward
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record as required?	Yes		Deborah Toward

Disclosure of Interest					
No	Reference	Question	Response	Comments	Respondent
1	s5.67	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68)?	N/A		Deborah Toward
2	s5.68(2)	Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings?	Yes		Deborah Toward



Department of
**Local Government, Sport
and Cultural Industries**

No	Reference	Question	Response	Comments	Respondent
3	s5.73	Were disclosures under section 5.65 or 5.70 recorded in the minutes of the meeting at which the disclosure was made?	Yes		Deborah Toward
4	s5.73	Where the CEO had an interest relating to a gift under section 5.71A(1), was written notice given to the Council?	N/A		Deborah Toward
5	s5.73	Where the CEO had an interest relating to a gift in a matter in respect of a report another employee is providing advice on under section 5.71A (3), was the nature of interest disclosed when the advice or report was provided?	N/A		Deborah Toward
6	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly elected members within three months of their start day?	Yes		Deborah Toward
7	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly designated employees within three months of their start day?	Yes		Deborah Toward
8	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August 2019?	Yes		Deborah Toward
9	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2019?	Yes		Deborah Toward
10	s5.77	On receipt of a primary or annual return, did the CEO, (or the Mayor/ President in the case of the CEO's return) on all occasions, give written acknowledgment of having received the return?	Yes		Deborah Toward
11	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained the returns lodged under section 5.75 and 5.76?	Yes		Deborah Toward
12	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70 and 5.71, in the form prescribed in Administration Regulation 28?	Yes		Deborah Toward
13	s5.89A Admin Reg 28A	Did the CEO keep a register of gifts which contained a record of disclosures made under section 5.71A, in the form prescribed in Administration Regulation 28A?	N/A		Deborah Toward
14	s5.88 (3)	Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a return under section 5.75 or 5.76?	Yes		Deborah Toward
15	s5.88(4)	Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee?	Yes		Deborah Toward



Department of
**Local Government, Sport
and Cultural Industries**

No	Reference	Question	Response	Comments	Respondent
16	s5.103 Admin Reg 34C & Rules of Conduct Reg 11	Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes?	Yes		Deborah Toward
17	s5.70(2)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to the Council or a Committee, did that person disclose the nature of that interest when giving the advice or report?	N/A		Deborah Toward
18	s5.70(3)	Where an employee disclosed an interest under s5.70(2), did that person also disclose the extent of that interest when required to do so by the Council or a Committee?	N/A		Deborah Toward
19	s5.103(3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees?	Yes		Deborah Toward

Disposal of Property

No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Was local public notice given prior to disposal for any property not disposed of by public auction or tender (except where excluded by Section 3.58(5))?	N/A		ANDREA SLATER
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property?	N/A		ANDREA SLATER

Finance

No	Reference	Question	Response	Comments	Respondent
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act?	Yes		ANDREA SLATER
2	s7.1B	Where a local government determined to delegate to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority?	N/A		ANDREA SLATER
3	s7.3(1)	Was the person(s) appointed by the local government under s7.3(1) to be its auditor, a registered company auditor?	Yes		ANDREA SLATER
4	s7.3(1), 7.6(3)	Was the person or persons appointed by the local government to be its auditor, appointed by an absolute majority decision of Council?	Yes		ANDREA SLATER



Department of
**Local Government, Sport
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No	Reference	Question	Response	Comments	Respondent
5	Audit Reg 10	Was the Auditor's report(s) for the financial year(s) ended 30 June received by the local government within 30 days of completion of the audit?	Yes		ANDREA SLATER
6	s7.9(1)	Was the Auditor's report for the financial year ended 30 June 2019 received by the local government by 31 December 2019?	Yes		ANDREA SLATER
7	S7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9 (1) of the Act required action to be taken, did the local government, ensure that appropriate action was undertaken in respect of those matters?	N/A		ANDREA SLATER
8	S7.12A (4)	Where the auditor identified matters as significant in the auditor's report (prepared under s7.9(1) of the Act), did the local government prepare a report stating what action had been taken or it intended to take with respect to each of the matters and give a copy to the Minister within 3 months after receipt of the audit report?	N/A		ANDREA SLATER
9	S7.12A (4)	Within 14 days after the local government gave a report to the Minister under s7.12A(4) (b), did the CEO publish a copy of the report on the local government's official website?	N/A		ANDREA SLATER
10	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit?	Yes		ANDREA SLATER
11	Audit Reg 7	Did the agreement between the local government and its auditor include the scope of the audit?	Yes		ANDREA SLATER
12	Audit Reg 7	Did the agreement between the local government and its auditor include a plan for the audit?	Yes		ANDREA SLATER
13	Audit Reg 7	Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor?	Yes		ANDREA SLATER
14	Audit Reg 7	Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information to, the auditor?	Yes		ANDREA SLATER



Integrated Planning and Reporting					
No	Reference	Question	Response	Comments	Respondent
1	s5.56 Admin Reg 19DA (6)	Has the local government adopted a Corporate Business Plan. If Yes, please provide adoption date of the most recent Plan in Comments?	Yes	Adopted 6 April 2017	Sonia Cherico
2	s5.56 Admin Reg 19DA (4)	Has the local government reviewed the Corporate Business Plan in the 2018-2019 Financial Year. If Yes, please provide date of Council meeting the review was adopted at?	No		Sonia Cherico
3	s5.56 Admin Reg 19C	Has the local government adopted a Strategic Community Plan. If Yes, please provide adoption date of the most recent Plan in Comments?	Yes	Adopted 6 April 2017	Sonia Cherico
4	s5.56 Admin Reg 19C (4)	Has the local government reviewed the current Strategic Community Plan. If Yes, please provide date of most recent review by Council in Comments. Note: If the current Strategic Community Plan was adopted after 1/1/2016, please respond N/A and provide adoption date in Comments?	N/A		Sonia Cherico
5	S5.56 Admin Reg 19DA (3)	Has the local government developed an Asset Management Plan(s) that covers all asset classes. If Yes, please provide the date of the most recent Plan adopted by Council in Comments?	Yes	Adopted 6 April 2017	Sonia Cherico
6	S5.56 Admin Reg 19DA (3)	Has the local government developed a Long Term Financial Plan. If Yes, please provide the adoption date of the most recent Plan in Comments?	Yes	Adopted 6 April 2017	Sonia Cherico
7	S5.56 Admin Reg 19DA (3)	Has the local government developed a Workforce Plan. If Yes, please provide adoption date of the most recent Plan in comments?	Yes	Adopted 6 April 2017	Sonia Cherico



Local Government Employees					
No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 18C	Did the local government approve the process to be used for the selection and appointment of the CEO before the position of CEO was advertised?	N/A		Sonia Cherico
2	s5.36(4) s5.37(3), Admin Reg 18A	Were all vacancies for the position of CEO and other designated senior employees advertised and did the advertising comply with s.5.36(4), 5.37(3) and Admin Reg 18A?	N/A		Sonia Cherico
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position of CEO under section 5.36(4)?	N/A		Sonia Cherico
4	Admin Regs 18E	Did the local government ensure checks were carried out to confirm that the information in an application for employment was true (applicable to CEO only)?	N/A		Sonia Cherico
5	s5.37(2)	Did the CEO inform Council of each proposal to employ or dismiss a designated senior employee?	N/A		Sonia Cherico



Official Conduct					
No	Reference	Question	Response	Comments	Respondent
1	s5.120	Where the CEO is not the complaints officer, has the local government designated a senior employee, as defined under s5.37, to be its complaints officer?	N/A		Sonia Cherico
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that result in action under s5.110(6)(b) or (c)?	Yes		Sonia Cherico
3	s5.121(2)(a)	Does the complaints register maintained by the complaints officer include provision for recording of the name of the council member about whom the complaint is made?	Yes		Sonia Cherico
4	s5.121(2)(b)	Does the complaints register maintained by the complaints officer include provision for recording the name of the person who makes the complaint?	Yes		Sonia Cherico
5	s5.121(2)(c)	Does the complaints register maintained by the complaints officer include provision for recording a description of the minor breach that the standards panel finds has occurred?	Yes		Sonia Cherico
6	s5.121(2)(d)	Does the complaints register maintained by the complaints officer include the provision to record details of the action taken under s5.110(6)(b) or (c)?	Yes		Sonia Cherico



Optional Questions					
No	Reference	Question	Response	Comments	Respondent
1	Financial Management Reg 5 (2)(c)	Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with Local Government (Financial Management) Regulation 5 (2)(c) within the 3 years prior to 31 December 2019? If yes, please provide date of Council resolution in comments?	Yes	5 July 2018	ANDREA SLATER
2	Audit Reg 17	Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with Local Government (Audit) Regulation 17 within the 3 years prior to 31 December 2019? If yes, please provide date of Council resolution in comments?	Yes	Reviewed Feb 18	ANDREA SLATER
3	Financial Management Reg 5A.	Did the local government provide AASB 124 related party information in its annual report(s) tabled at an electors meeting(s) during calendar year 2019?	Yes		ANDREA SLATER
4	S6.4(3)	Did the local government submit to its auditor by 30 September 2019 the balanced accounts and annual financial report for the year ending 30 June 2019?	Yes		ANDREA SLATER

Tenders for Providing Goods and Services					
No	Reference	Question	Response	Comments	Respondent
1	s3.57 F&G Reg 11	Did the local government invite tenders on all occasions (before entering into contracts for the supply of goods or services) where the consideration under the contract was, or was expected to be, worth more than the consideration stated in Regulation 11(1) of the Local Government (Functions & General) Regulations (Subject to Functions and General Regulation 11(2))?	Yes	Note: The MRC procured insurance services from LGIS - a member benefit scheme - without going to tender.	Deborah Toward
2	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than inviting tenders for a single contract?	Yes		Aaron Griffiths
3	F&G Reg 14(1) & (3)	Did the local government invite tenders via Statewide public notice?	Yes		Aaron Griffiths
4	F&G Reg 14 & 15	Did the local government's advertising and tender documentation comply with F&G Regs 14, 15 & 16?	Yes		Aaron Griffiths



Department of
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No	Reference	Question	Response	Comments	Respondent
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer, notice of the variation?	Yes		Aaron Griffiths
6	F&G Reg 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of F&G Reg 16?	Yes		Aaron Griffiths
7	F&G Reg 18(1)	Did the local government reject the tenders that were not submitted at the place, and within the time specified in the invitation to tender?	Yes		Aaron Griffiths
8	F&G Reg 18 (4)	In relation to the tenders that were not rejected, did the local government assess which tender to accept and which tender was most advantageous to the local government to accept, by means of written evaluation criteria?	Yes		Aaron Griffiths
9	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17 and did the CEO make the tenders register available for public inspection?	Yes		Aaron Griffiths
10	F&G Reg 19	Did the CEO give each tenderer written notice advising particulars of the successful tender or advising that no tender was accepted?	Yes		Aaron Griffiths
11	F&G Reg 21 & 22	Did the local governments advertising and expression of interest documentation comply with the requirements of F&G Regs 21 and 22?	N/A	The MRC did not seek expression of interest in 2019	Sonia Cherico
12	F&G Reg 23(1)	Did the local government reject the expressions of interest that were not submitted at the place and within the time specified in the notice?	N/A	The MRC did not seek expression of interest in 2019	Sonia Cherico
13	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services?	N/A	The MRC did not seek expression of interest in 2019	Sonia Cherico
14	F&G Reg 24	Did the CEO give each person who submitted an expression of interest, a notice in writing in accordance with Functions & General Regulation 24?	N/A	The MRC did not seek expression of interest in 2019	Sonia Cherico
15	F&G Reg 24AC (1) & (2)	Has the local government established a policy on procurement of goods and services from pre-qualified suppliers in accordance with the regulations?	N/A	The MRC did not seek to establish a panel of pre-qualified suppliers in 2019	Deborah Toward
16	F&G Reg 24AD(2)	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice?	N/A	The MRC did not seek to establish a panel of pre-qualified suppliers in 2019	Deborah Toward



Department of
**Local Government, Sport
and Cultural Industries**

No	Reference	Question	Response	Comments	Respondent
17	F&G Reg 24AD(4) & 24AE	Did the local government's advertising and panel documentation comply with F&G Regs 24AD(4) & 24AE?	No	The MRC did not seek to establish a panel of pre-qualified suppliers in 2019	Deborah Toward
18	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of F&G Reg 16 as if the reference in that regulation to a tender were a reference to a panel application?	N/A	The MRC did not seek to establish a panel of pre-qualified suppliers in 2019	Deborah Toward
19	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application, given notice of the variation?	N/A	The MRC did not seek to establish a panel of pre-qualified suppliers in 2019	Deborah Toward
20	F&G Reg 24AH(1)	Did the local government reject the applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time specified in the invitation for applications?	N/A	The MRC did not seek to establish a panel of pre-qualified suppliers in 2019	Deborah Toward
21	F&G Reg 24AH(3)	In relation to the applications that were not rejected, did the local government assess which application(s) to accept and which application(s) were most advantageous to the local government to accept, by means of written evaluation criteria?	N/A	The MRC did not seek to establish a panel of pre-qualified suppliers in 2019.	Deborah Toward
22	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers, comply with the requirements of F&G Reg 24AG?	N/A	The MRC did not seek to establish a panel of pre-qualified suppliers in 2019.	Deborah Toward
23	F&G Reg 24AI	Did the CEO send each person who submitted an application, written notice advising if the person's application was accepted and they are to be part of a panel of pre-qualified suppliers, or, that the application was not accepted?	N/A	The MRC did not seek to establish a panel of pre-qualified suppliers in 2019.	Deborah Toward
24	F&G Reg 24E	Where the local government gave a regional price preference, did the local government comply with the requirements of F&G Reg 24E including the preparation of a regional price preference policy?	N/A	No regional price preference given in 2019.	Sonia Cherico
25	F&G Reg 24F	Did the local government comply with the requirements of F&G Reg 24F in relation to an adopted regional price preference policy?	Yes	No regional price preference given in 2019.	Sonia Cherico
26	F&G Reg 11A	Does the local government have a current purchasing policy that comply with F&G Reg 11A(3) in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$150,000 or less?	Yes		Aaron Griffiths



Department of
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No	Reference	Question	Response	Comments	Respondent
27	F&G Reg 11A	Did the local government comply with it's current purchasing policy in relation to the supply of goods or services where the consideration under the contract is, or is expected to be \$150,000 or less or worth \$150,000 or less?	Yes		Aaron Griffiths

I certify this Compliance Audit return has been adopted by Council at its meeting on _____

Signed Mayor / President, Mindarie Regional Council

Signed CEO, Mindarie Regional Council

AORA 2020 Annual Conference Program and Council Policy for Employee Arrangements when attending Overseas/Interstate/Intrastate Conferences

Item
9.7

APPENDIX NO. 9

Item
9.7



2020 ANNUAL CONFERENCE

1 - 3 April 2020 ■ Crowne Plaza Hunter Valley, NSW

Pathways to sustainable growth

PRELIMINARY PROGRAM & INVITATION TO REGISTER

EARLYBIRD
REGISTRATION
DISCOUNTS END
12 FEB 2020


Proudly supported by:



HITACHI

Reliable solutions



A photograph of young green plants growing in dark soil under a clear blue sky. The plants are in the foreground, with their roots visible in the soil. The background shows a horizon line with some distant trees and a bright sky.

The AORA Annual Conference provides delegates with an opportunity to learn, develop new skills and broaden their networks.

Recycled Organics Industry stakeholders gather to learn, network and discuss practical outcomes and solutions for production and use of recycled organic materials in an open forum with like-minded and interested companies and individuals.

INVITATION

On behalf of the Organising Committee, we take great pleasure in inviting you to join us for the **2020 AORA Annual Conference – Pathways to Sustainable Growth**, to be held at the Crowne Plaza Hunter Valley from 1 - 3 April 2020.

With presentations from domestic and international experts and Australian industry leaders, we will explore the theme of this year's conference: Pathways to Sustainable Growth. The three major segments to be explored include the vision and long-term strategy for the industry, methods to engage the community in improved outcomes, and the continued effort to build best practices and a knowledgebase around effective and profitable organics recycling.

This event will provide industry stakeholders with access to prominent experts in the field of organics recycling as they share their expertise and knowledge, demonstrate their apparatus and techniques, and showcase their innovative ideas.

Delegates will be spoilt for choice with a variety of presentations, panels, equipment demonstrations and networking opportunities alongside a comprehensive trade exhibition.

We invite you to take advantage of early booking discounts and register as soon as possible.

We look forward to meeting you in the Hunter Valley this April.



Charlie Emery
2020 Conference Chair



Peter Wadewitz
Chairman

JOIN THE AORA COMMUNITY AND TAKE ADVANTAGE OF DISCOUNTED MEMBERS REGISTRATION RATES

The Australian Organics Recycling Association (AORA) is the peak body for the organics recycling industry in Australia. AORA members include recycled organics processing entities and sector stakeholders including allied industry members, individuals and students.

For more information and membership application forms visit www.aora.org.au.

AORA Annual Conference Secretariat

For all enquiries please contact:

Veronica Dullens
rEvolve Services

T: 0400 449 100 / 1300 421 065

E: conference@aora.org.au

W: www.aoraconference.com.au

ABOUT AORA



The Australian Organics Recycling Association (AORA) works on behalf of its members to raise awareness of the benefits of recycling organic resources.

It aims to act as an advocate for the wider organics resource recovery and beneficial reuse industries, and to represent their views in a constructive dialogue with policy makers. The Association envisages an industry in which best practice is shared, standards are maintained and surpassed, and a positive contribution to safeguarding the environment is made.

The Association consists of a national body represented by a Board. State divisions operate in defined geographical areas (e.g. states or territories of the Commonwealth of Australia), managing their operations relevantly to their region. The AORA Board provides coordination across the divisions and a means of addressing state and national matters, as well as being the administrative managers of the business.

T: 0434 625 472

E: admin@aora.org.au

W: www.aora.org.au

P: PO Box 585, Hove SA 5048

The Conference

The AORA Annual Conference is the principal conference in Australia for the recycled organics industry. Each conference is a forum for education, discussion and networking related to Organics Recycling. It is also an opportunity to celebrate outstanding achievements in the industry.

The AORA Annual Conference features workshops, presentations, social functions and an equipment demonstration day. This is an opportunity to network with industry leaders and gain insight to the latest achievements in the Organics Recycling Industry.

The first AORA conference was held in 2013 in Sydney and is now run annually, rotating the location around Australia.

Organising Committee

- Charlie Emery, Soilco (Chair)
- Tim Richards, Richgro
- Christopher Malan, ELB Equipment
- Robbie McKernan, FOCUS Enviro
- Dr Virginia Brunton, MRA Consulting
- Veronica Dullens, rEvolve Services
- Peter Olah, AORA National Executive Officer
- Alex Hammett, AORA Admin & Events Officer

The Venue

Crowne Plaza Hunter Valley

430 Wine Country Drive, Lovedale NSW 2325

The Crowne Plaza Hunter Valley is situated within the heart of Australia's oldest and most visited wine region. The Hunter Valley is easily accessible, only two hours' drive from Sydney and 50 minutes from Newcastle.

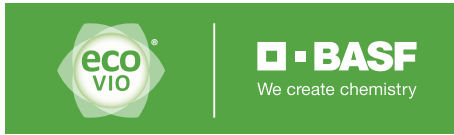
Direct flights into Newcastle Airport are available from Sydney, Melbourne, Brisbane, Canberra and the Gold Coast with transfers to the Hunter Valley from Newcastle Airport being only 50 minutes.

Crowne Plaza Hunter Valley offers premier resort accommodation with a scenic golf course, breathtaking vineyard views and great leisure facilities right on our doorstep. With accommodation options that include spacious, modern villas, rooms and suites that give you room to spread out, the warm and genuine service across a wide range of resort facilities will leave you with cherished memories.

NATIONAL SPONSORS

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JOIN THE AORA COMMUNITY

BECOME A MEMBER TODAY



THE
AUSTRALIAN
ORGANICS
RECYCLING
ASSOCIATION
(AORA) IS THE
PEAK BODY FOR
THE ORGANICS
RECYCLING
INDUSTRY IN
AUSTRALIA

Benefit from the support
and advocacy that AORA
provides on behalf of its
membership

AORA members include
recycled organics
processing entities and
sector stakeholders
including allied industry
members, individuals
and students

THANK YOU TO OUR SPONSORS

AORA would like to acknowledge the generous support of our sponsors and partners:

ELB EQUIPMENT

AORA PLATINUM PLUS SPONSOR
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ELB Equipment is a premier service provider, supplying and servicing European and American-made waste recycling equipment. We take pride in providing a world-class customer service experience that extends beyond the sale; We're your partner throughout the equipment life-cycle.

Located strategically throughout Australia & New Zealand, with service technicians available 24/7.

www.elbquip.com

MRA CONSULTING GROUP

WELCOME FUNCTION SPONSOR



MRA IS ONE OF AUSTRALIA'S LEADING ENVIRONMENTAL CONSULTANCY FIRMS, SPECIALISING IN THE WASTE AND RECYCLING SECTOR.

We are experts in waste, resource recovery and technology, tendering and contracts, business analytics, carbon and sustainable development. Offering customised advice to all levels of government and to the private sector, our objective is to provide a one-stop shop for your project.

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FOCUS ENVIRO

AORA PLATINUM PLUS SPONSOR
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FOCUS enviro is a specialist provider of environmental equipment solutions for the organics recycling industry. They offer lower-cost tailored options, from single equipment supply to complete integrated systems. Selected technologies include Shredders, Trommel screens, Air separators, Turners, Flip-flow screens, mulch colouring and FOGO systems to create and maximise value in organic recycling.

www.FOCUSenviro.com.au

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AgSight supports the Australian Compost Industry.

We market the SOLVITA™ Compost Maturity Test which improves the composting process, reduces costs and helps produce a compost that is fit-for-purpose.

AgSight works with scientists and industry to measure the benefits of compost to soil microbial activity and labile carbon and plant growth.

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Hitachi Construction Machinery (Australia) Pty. Ltd. (HCA) is a subsidiary of Hitachi Construction Machinery Co., Ltd. (Japan) established in 1949, and a leading global manufacturer of Hitachi branded mining and construction equipment. We are part of the global and diversified Hitachi Group, one of the world's largest companies and a leading researcher and manufacturer of new technologies across a diverse range of industries.

HCA is the exclusive distributor of Hitachi and Bell products in Australia. Committed to delivering machinery sales and support to Australian customers across the mining, construction, quarry, material handling and waste / recycling industries through a wholly-owned national branch network.

Positioned within a global network allows HCA unique access to vast resources and advanced technologies unrivalled within the industry. Hitachi is committed to a more sustainable society that results in the design and manufacture of more environmentally-conscious products and facilities.

As part of an extensive global network and with 24 wholly-owned locations throughout Australia, HCA is in a strong position to meet customer needs 24 hours a day, 7 days a week.

www.hitachicm.com.au

KEYNOTE SPEAKERS

Jeff Lowenfels

Author - The Teaming Series Books on Organic Growing (USA)

Jeff Lowenfels is the most humorous and entertaining lecturer on the circuit. He is a reformed lawyer and author of Timber Press' award winning and best-selling books, Teaming With Microbes: The Organic Gardener's Guide to The Soil Food Web and Teaming With Nutrients: The Organic Gardener's Guide to Optimizing Plant Nutrition and completing the trilogy, Teaming With Fungi, The Organic Grower's Guide to Mycorrhizae.

Jeff's new book was released in October and is called DIY Autoflowering Cannabis, published by NewSociety.

Lowenfels also pens the longest running garden column in the world and is a highly respected and popular, garden writer. He is the former President of the Garden Writers of America, a GWA Fellow and in 2005 was inducted into the GWA Hall of Fame, the highest honor an American garden writer can achieve.

Most important, Jeff is the founder of a now national program that started as "Plant a Row for Bean's," the soup kitchen in Anchorage, and is now "Plant A Row for The Hungry." The program is active all 50 states and Canada and has resulted in millions of pounds of garden produce being donated to feed the hungry every year.

Jeff is as passionate about "Plant a Row" as he is about organics. He encourages gardeners everywhere he goes to participate in the program and constantly reminds his fellow garden communicators of the pressing need to solve the hunger problem.



Aurel Lübke

CEO - Compost Systems (Austria)

Aurel Lübke, CEO of Compost Systems - based in Wels, Upper Austria, has been working in the field of waste management, specialising in composting, for more than 30 years.

After concluding his studies in Mechanical Engineering, Aurel started his first composting in 1989. In 2002, he established "Compost Systems GmbH" consulting engineers, specialising in waste management, the company has designed over 100 biological treatment facilities for clients around the world in various fields including municipal, industrial and agricultural organic waste streams.



MASTER OF CEREMONIES

Cate McQuillen

Head Smarty Pants - mememe Productions

Cate McQuillen is a producer and writer, known for Dirtgirlworld (2009) and Get Grubby TV (2014).



From her home base in the Northern Rivers Region of NSW, Cate is one half of mememe productions, creating 'out there' children's programming for a new generation of content seekers. With a myriad of skills and interests, her greatest assets are her approach and attitude and ability to generate ideas, motivate, inspire and see the 'big picture'.

DINNER SPEAKER

Dr Michael Crawford

CEO - Soil CRC

Dr Michael Crawford has over 25 years' experience in extension, research and science management in areas related to soil science, farming systems and natural resource management. Michael has an Honours Degree in agricultural science from the University of Melbourne, a PhD in soil science from the University of Adelaide, undertaken through the former CRC for Soil and Land Management, and an Executive Masters in Public Administration from the University of Melbourne and the Australia and New Zealand School of Government.



He has operated at senior levels of government and research management, he has worked with grower groups and farming communities, and he has strong relationships with relevant industry stakeholders, universities and government departments. He commenced as the inaugural CEO of the CRC for High Performance Soils in September 2017.

DEMONSTRATION DAY

Wednesday 1st April 2020

SEE EQUIPMENT IN ACTION AT THE AORA DEMONSTRATION DAY

All participants are required to wear long pants and steel capped safety boots. Hard hats and safety vests will be provided along with lunch and morning tea. We recommend you bring a hat and water bottle.

See grinders, screens, turners and other equipment in operation with live demonstrations and take the opportunity to see the equipment up close, compare different models and meet with suppliers all in the one place.

On display will be:

- Grinders and Shredders
- Screens
- Windrow Turners
- Loaders
- Excavators
- Mobile Picking Stations
- and more...

*AORA Demo Day
proudly sponsored by:*



The Demonstration Day bus is scheduled to depart the Crowne Plaza Hunter Valley at 9.15am and will return at approximately 4.30pm

PRELIMINARY PROGRAM

Thursday 2nd April 2020

0800 Registration, tea and coffee

OPENING PLENARY

0830 **Welcome and housekeeping**
Peter Olah, NEO - Australian Organics Recycling Association

0840 **Official welcome**
Peter Wadewitz, Chair - Australian Organics Recycling Association

0850 **Opening address**
Hon Trevor Evans MP, Assistant Minister for Waste Reduction and Environmental Management

0900 **KEYNOTE PRESENTATION: Teaming With Microbes: AORA needs the soil food web and so do your customers!**
Jeff Lowenfels, Author - The Teaming Series Books on Organic Growing (USA)

Australia's oldest tree is a huon pine located on Mount Reed and believed to be about 2,000 years old. How did it survive so long without ever being fertilised or having pesticides applied to it? In an extremely humorous and entertaining presentation, Jeff Lowenfels will show you and why compost, soil conditioners and mulches should be of interest to all who grow plants.

0930 **KEYNOTE PRESENTATION**
Dr Jeff Baldock, CSIRO (TBC)

1000 Morning tea break

A COMMON VISION

1030 **Using MFA for a circular economy approach to food waste management**
Gavin Hull, Ricardo

Materials Flow Analysis provides information on materials and waste flows across an area, by materials types and by sectors. For organics and food waste it can be used as a powerful market analysis tool for improving regional solutions.

1045 **Pathway Towards Zero Waste: Applied Network for Recycled Organics and Waste Management (ANROWM)**
Dr Maryam Esfandbod, Prof Chengrong Chen & Dr Mehran Rashti, Griffith University, Dr Georgina Davis, Queensland Farmers' Federation & Veronica Dullens, AIEN

ANROWM is an industry network focussed on shifting the paradigm from waste disposal to resource recovery. ANROWM brings together the State/federal Government, Industries (wastes and recycled organics), Researchers, Environmental consultants Growers and Farmers around Australia.

1100 **Mandating Organics: The rest of the world provides options**
Virginia Brunton, MRA Consulting Group

To identify policies and mechanisms and determine their success in diverting food and or garden organic (FOGO) waste from landfill, this review focuses on organics collection legislation in American and European countries of comparable socioeconomic status.

1115 **International comparison of the Australian Compost Standard AS4454**
Dr Johannes Biala, CROWN, UQ & **Dr Kevin Wilkinson**, Frontier Ag & Environment

A comparison between AS 4454-2012 and key European and North American compost quality standards on a technical and regulatory / legislative level will be used to assess whether calls for an overhaul or even replacement of AS 4454-2012 are justified.

1130 **Questions and discussion**

1200 Lunch

INFORMED OPINION: FOGO

1300 **Platinum Plus Sponsor Presentation**
Christopher Malan, ELB Equipment

1320 **FOGO Organics Under Control: Comparison of Two Regional Case Studies: Technology and compost product outcomes**
Dr Harrie Hofstede, Sparteel

The paper reviews two approaches to FOGO recovery. Goldfields Shire in Victoria, which has a voluntary based participation system, and Bunbury Harvey Regional Council, which introduced a compulsory system. The paper makes a comparison on the collection, processing and compost quality.

1340 **FOGO Deep Dive - Education and contamination at the kerbside**
Amanda Kane, NSW DPIE

The NSW government is taking its investment into new FOGO collection services a step further in 2020, with a Deep Dive into household behaviours that lead to a clean stream or contribute to contamination. This presentation will highlight what has been learned so far and plans for interventions to improve results.

1400 **Supporting councils to deliver a successful and sustainable FOGO collection and recycling service**
Gayle Seddon & Joshua Rule, Metropolitan Waste and Resource Recovery Group

The Victorian Metropolitan Waste and Resource Recovery Group has developed a comprehensive communications campaign, guidance resources and training programs to help councils design, implement and maintain a high performing and cost-effective FOGO collection and recycling service.

1420 **Questions and discussion**

1445 Afternoon tea break

INFORMED OPINION: CARBON

1515 **Platinum Plus Sponsor Presentation**
Tom Connolly, FOCUS Enviro/EDGE innovate

1535 **0.22% by 2022**
Angus Johnston, BioCarbon Soil

Agriculture is a large and valuable market for composted soil amendments that are consistent, clean and matured. BioCarbon Soil makes the case for an industry wide commitment to a limit of 0.22% physical contamination in composted soil conditioners by 2022. This headlines a broader commitment that demonstrates industry leadership towards cleaner, more beneficial products for Agriculture.

1555 **Microbes and their applications to enrich soil organics**
Dr Mahesh Venkataramaiah, CrabFish Advisory (India)

Agricultural soils have low organic matter content and are more susceptible to erosion, desertification, and climate change. Microorganisms present in the soil have various properties to decompose the organic carbon fraction like Cellulose, lignin, hemicelluloses, chitin and lipids present in soil organic matter.

1615 **Compost for carbon**
Robin Gonzalez, MRA Consulting Group

This paper provides in-depth awareness and information about the opportunities provided by the ERF to increase farmers participation in the soil carbon method, while also increasing the demand for recycled organics in NSW and demonstrating the financial and production benefits of compost to farmers.

1635 **Questions and discussion**

1700 Close Day 2

1900 Conference Dinner

Friday 3rd April 2020

0800 Registration, tea and coffee

ENGAGED COMMUNITIES

0830 KEYNOTE PRESENTATION

Aurel Lübke, Compost Systems (Austria)

0900 Process Quality: The cost-effective method to control compost odour

Tim O'Neill, Engineered Compost Systems & Mike Lord, Mike Lord Consultancy

This presentation will document how science-based and well executed design, when combined with good operations, will reliably and significantly reduce odour emissions, and should be considered as a cost-effective alternative to completely enclosing the process.

0920 Engaging residents of multi-storey developments in organics recycling

Valentina Petrone & Geraldine Busby, Encycle Consulting

We present how to implement circular economy principles and engage residents of multi-story developments in organics recycling; to enhance a sense of community and facilitate nutrients and carbon cycling in high density living spaces.

0940 Paddock to Lunchbox and Back - Addressing food waste in South Australian schools

Ali Roush, KESAB environmental solutions

Schools have been identified through KESAB and partnership education initiatives as a major source of food and organic matter waste. What action can be taken at schools, individually and as a sector, regarding learning and implementing new systems embracing the diversion of organic material from landfill?

1010 Questions and discussion

1030 Morning tea break

INFORMED OPINION: IN THE FIELD

1100 Demonstrating the benefits of compost as a cost-effective input for broad-acre cropping in NSW

Dr Greg Bender & Norman Marshall, Australian Soil Management

Compost is an important tool in our soil regeneration and carbon farming programs, however, the value proposition for use of compost in broad-acre cropping remains elusive. This presentation reports on good progress to date.

1120 Incorporating composts into cropping systems

Declan McDonald, SESL Australia & Bill Grant, Blue Environment

Use of compost on cropping land is constrained by poor understanding of how compost works. Transformational change in management of cropping soils requires more strategic management of carbon inputs as an energy source for microorganisms.

1140 How using compost on sports fields delivers recreation, environmental and economic outcomes

Dr Paul Lamble, Peak Water Consulting

Sports fields with compost amended soils and the correct turf have a higher carrying capacity, lower water demand and more fertile soils than fields built without any soil amendment. Furthermore, they are more cost effective than synthetic alternatives.

1200 Recycled organics as commercial mushroom casing soil

Adam Goldwater, Applied Horticultural Research

This presentation will outline initial work on a NSW Government grant to demonstrate the technical and economic viability of using recycled organics as a casing soil for commercial mushroom production.

1220 Questions and discussion

Facilitated by Gerhard Grasser, AgriSolutions

1300 Lunch

INFORMED OPINION: WHAT'S NEXT?

1400 Platinum Plus Sponsor Presentation

Rowan Williams, BASF

1420 ACCC vs Woolworths. Any lessons for the compostable plastics industry?

Simon Leake, SESL Australia

In 2019 the ACCC prosecuted Woolworths for misleading and deceptive conduct over the claim that certain picnicware was biodegradable and compostable. The ACCC lost its application and had costs awarded against it. The reasons for the judgement and the evidence presented and used at the trial have implications for the future of the bioplastics industry.

1440 National food waste strategy

Sam Oakden, FIAL

Provide an update and what the implications are for the organics recycling industry.

1500 The ground's generosity takes in our compost and grows beauty: Compost promotes soil health and productivity

Prof Nanthi Bolan, University of Newcastle

This presentation will cover the value of compost in improving physical (e.g., soil structure/porosity etc), chemical (e.g., nutrients inputs, CEC etc) and biological (e.g., carbon source, microbial diversity and function) fertility of soil.

1520 Questions and discussion

1550 Conference wrap up and closing remarks

Peter Wadewitz, Chair - Australian Organics Recycling Association

1600 Conference Close

Food Waste Collection Systems in MUDs, a Review **Maya Deacock, MRA Consulting Group**

Food waste collection can provide challenging for local authorities, with multi-unit dwellings presenting their own issues to overcome. MRA has conducted a desktop review of food waste collection in apartment buildings to determine different collection systems and their strengths and weaknesses. This presentation provides a brief overview of the systems and presents the lessons to be learnt for implementation of similar systems in Australia.

Trialling FOGO in Alice Springs **Maya Deacock, MRA Consulting Group**

Alice Springs Town Council have identified the separation of organics from landfill as a major action to reduce greenhouse gas emissions for the region. MRA are assisting Council conduct a two-phase FOGO collection and processing trial. This presentation outlines the trial's progression and encourages small isolated regional councils to incorporate FOGO services for greater environmentally sustainable socioeconomic outcomes.

Carbon abatement from organics diversion **Robin Gonzalez, MRA Consulting Group**

Waste contributes to approximately 3.7% of Australia's greenhouse gas emissions, which are mainly generated from food and organic waste. The Clean Energy Regulator has created the Source Separated Organic Waste (SSOW) method to incentivize proponents to divert organic materials from landfill. MRA will provide an overview of the benefits associated with the SSOW method.

Fertilizer value of wastes and their corresponding biochars **Md Zahangir Hossain, GCER - University of Newcastle**

The surplus manure and biosolids can be managed through biochar production to make them as potential fertilizers. These wastes are rich in plant nutrients, and after synthesizing biochar these biomasses became enriched with remarkable nutrients (particularly N, P and K) and high pH values as well as reduce heavy metals availability.



SOCIAL FUNCTIONS

Networking Function

Join us after the Demonstration Day for an evening of drinks, canapes and networking with the exhibitors, speakers, sponsors and other attendees.

- Date:** Wednesday 1 April 2020
- Time:** 6.00 – 8.00pm
- Venue:** Pergola (Crowne Plaza Hunter Valley)
- Dress:** Casual
- Tickets:** Included in full registrations or optional event for \$110. Please indicate on the registration form if you wish to attend this function and the ticket will be added to your invoice.



Conference Dinner

The Conference Dinner is traditionally a highlight in the AORA Annual Conference program and provides an opportunity for the participants to relax and engage in the type of networking that is vital to furthering the recycled organics industry.

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- Date:** Thursday 2 Apr 2020
- Time:** 7.00pm – late
- Venue:** Merlot Room (Crowne Plaza Hunter Valley)
- Dress:** Business/Smart Casual
- Speaker:** Dr Michael Crawford,
CEO - Soil CRC
- Tickets:** Included in full registrations or optional event for \$180. Please indicate on the registration form if you wish to attend this function and the ticket will be added to your invoice.

ACCOMMODATION

The Crowne Plaza Hunter Valley is pleased to offer AORA Annual Conference attendees a discounted rate of \$230/night inclusive of one full buffet breakfast in Redsalt Restaurant.

To book please go to: <https://book.passkey.com/go/AORA2020>

Additional breakfasts may be purchased for \$25 if booked at the time of booking or if requested on the day, the normal breakfast price of \$39.50 per person will apply.

If you prefer to book directly with the hotel please contact the reservations team on 02 4991 0970 between the hours of 8.00am – 6.00pm, Monday to Friday and advise that you are attending the conference to receive the group rate.

Please note: Accommodation rooms are subject to hotel availability and the booking link will expire 7 days prior to the conference.



INTERNATIONAL
COMPOST AWARENESS WEEK
MAY 3 - 9, 2020

SOIL

LOVES



COMPOST



GENERAL INFORMATION

HOW TO REGISTER

Registration can be completed through either the online or pdf form available at aoraconference.com.au.

On receipt of your completed form, you will receive a confirmation email and tax invoice. Please note, registrations are not confirmed until payment is received in full.

AORA Members: To access discounted members rates please click "Access hidden tickets" on the Choose your Tickets page and enter your Registered Company Name.

Conference registrations cannot be shared. Strictly one delegate per registration only.

Group Discounts

Discounts apply for groups of 5 or more (5% discount) or 10 or more (10% discount) delegates from the same organisation who register at the same time.

Payment

Registration will not be confirmed until payment is received in full. All fees are in Australian Dollars \$AUD and are inclusive of 10% Goods and Services Tax (GST).

Cancellations

Cancellation of your registration must be advised in writing to conference@aora.org.au. Cancellations received on or before 1 March 2020 will receive a full refund less a \$165 administration fee, cancellations received after this date will not receive a refund, however, we will accept delegate name changes at any time leading up to the event.

Dress Code

The dress standard for the event is business/smart casual including sessions and evening functions.

Disclaimer

Every effort has been made to present all the information contained in this brochure as accurately as possible. The organisers reserve the right to change, without notice, any or all of these details.

Registration Packages & Fees

Early	Before 12 Feb 2020
Standard	13 Feb – 24 Mar 2020
Late	25 Mar – 3 Apr 2020

Full Registration

Includes:

- 1 x Demo. Day Ticket (Wed 1 Apr)
- 1 x Networking Function Ticket (Wed 1 Apr)
- Day Registration (Thu 2 Apr)
- 1 x Conference Dinner Ticket (Thu 2 Apr)
- Day Registration (Fri 3 Apr)
- Access to conference papers

	MEMBER	NON MEMBER
Early	\$1,140	\$1,390
Standard	\$1,215	\$1,465
Late	\$1,290	\$1,540

Day Registration - Thursday

Includes:

- Day Registration (Thu 2 Apr)
- Access to conference papers

	MEMBER	NON MEMBER
Early	\$400	\$650
Standard	\$475	\$725
Late	\$550	\$800

Day Registration - Friday

Includes:

- Day Registration (Fri 3 Apr)
- Access to conference papers

	MEMBER	NON MEMBER
Early	\$325	\$575
Standard	\$400	\$650
Late	\$475	\$725

Optional Tickets

- DEMONSTRATION DAY Ticket Wed 1 Apr 2020 – \$150 each
- NETWORKING FUNCTION Ticket Wed 1 Apr 2020 – \$110 each
- CONFERENCE DINNER Ticket Thu 2 Apr 2020 – \$180 each

Insurance

Registration fees do not include insurance of any kind. It is strongly recommended that all delegates take out their own travel and medical insurance before attending the event. AORA will not take any responsibility for any participant failing to insure.

Privacy

In registering for this event relevant details may be incorporated into a delegate list for the benefit of all delegates (name, organisation and title) and may be made available to parties directly related to the event including AORA and sponsors (subject to conditions). If you do not wish to be included in the delegate list, please email conference@aora.org.au.

Parking

The Crowne Plaza Hunter Valley offers complimentary outdoor/open air parking for delegates and exhibitors. There are a number of designated parking areas located throughout the resort and spaces are on a first come first serve basis. Vehicles left onsite are at owner's risk.

Photography/Recording

By registering for the AORA 2020 Annual Conference you consent and grant permission to AORA, its agents and others working under its authority, to take and to have full and free use of video/ photographs containing your image/ likeness. These images and recordings may be used for promotional, news, online/multimedia, research and/or educational purposes by and for AORA. Copies of the event photographs will be made available to the attendees after the event.

Contact

If you have any questions about the event or registration please contact the conference secretariat:

rEvolve Services
T: 1300 421 065
E: conference@aora.org.au



T: 0434 625 472
E: admin@aora.org.au
W: www.aora.org.au
P: PO Box 585, Hove SA 5048

Policy No: CP 04

TRIM Reference: D/13/397

Policy Title: Employee Arrangements when attending an Overseas/Interstate/Intrastate Conference

Policy Statement:

To determine the expenses and arrangements for employees attending Overseas, Interstate or Intrastate conferences.

Policy Procedure:

1. Conference attendance, including any dinners and functions that form part of the conference program, will be pre-purchased by the MRC.
2. Economy Class airfares and accommodation will be provided and pre-purchased by the MRC.
3. An allowance of \$75 per day (payable from one day prior to the commencement of the conference and up to the final day of the conference or any tours organised as part of the conference) will be issued as a cash advance prior to the conference. Any expenses incurred over and above the allowance issued will only be reimbursed on the production of receipts and at the discretion of the Director Corporate Services.
4. Taxi Vouchers will be provided for Overseas/Interstate Conferences to cover travel to and from the airport, conference venue and hotel.

Notes:

1. Any variation to the above procedures will require approval of the Chief Executive Officer or the Chairperson, if the variation results from the Chief Executive Officer attending a conference.
2. Conference attendance will be subject to the availability of funds in the Budget or by approval of Council.

Legislation	
Responsible Officer	Chief Executive Officer
Council Meeting Date	19/09/2019
Review History	27/10/2005, 22/04/2010, 05/09/2013, 04/09/2014, 20/08/2015, 01/09/2016; 14/9/2017; 14/08/2018, 13/09/2019
Next Review Date	01/08/2020
Delegation to the Chief Executive Officer	Nil