



AGENDA

ORDINARY COUNCIL MEETING

TIME: 6.30 PM

24 JUNE 2021

CITY OF STIRLING

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



**MINDARIE REGIONAL COUNCIL
NOTICE OF MEETING**

14 JUNE 2021

Councillors of the Mindarie Regional Council are advised that an Ordinary Meeting of the Council will be held at the City of Stirling at 6.30 pm on 24 June 2021.

The agenda pertaining to the meeting follows.

Your attendance is respectfully requested.


GUNTHER HOPPE
CHIEF EXECUTIVE OFFICER

MINDARIE REGIONAL COUNCIL - MEMBERSHIP

Cr D Boothman, JP (David) - Chair	City of Stirling
Cr K Vernon (Karen) - Deputy Chair	Town of Victoria Park
Cr R Fishwick, JP (Russ)	City of Joondalup
Cr A Jacob, JP (Albert)	City of Joondalup
Cr R Gordon (Rebecca)	City of Perth
Cr J Ferrante (Joe)	City of Stirling
Cr K Sargent (Keith)	City of Stirling
Cr S Proud, JP (Stephanie)	City of Stirling
Cr E Cole (Emma)	City of Vincent
Cr D Newton, JP (Dot)	City of Wanneroo
Cr F Cvitan, JP (Frank)	City of Wanneroo
Cr K Shannon (Keri)	Town of Cambridge

NB: Although some Councils have nominated alternate members, it is a requirement that a Council carries a specific resolution for each occasion that the alternate member is to act.

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1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

2 ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

3 DECLARATION OF INTERESTS

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

Disclosure of Financial and Proximity Interests

- (a) *Members must disclose the nature of their interest in matters to be discussed at the meeting. (Section 5.65 of the Local Government Act 1995).*
- (b) *Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting. (Sections 5.70 and 5.71 of the Local Government Act 1995).*

Disclosure of Interest Affecting Impartiality

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

4 PUBLIC QUESTION TIME

5 ANNOUNCEMENTS BY THE PRESIDING PERSON

6 APPLICATIONS FOR LEAVE OF ABSENCE

7 PETITIONS / DEPUTATIONS / PRESENTATIONS

8 CONFIRMATION OF MINUTES OF PREVIOUS MEETING
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8.1 ORDINARY COUNCIL MEETING – 27 May 2021

The Minutes of the Ordinary Council Meeting held on 27 May 2021 have been printed and circulated to members of the Council.

RESPONSIBLE OFFICER RECOMMENDATION

That the Minutes of the Ordinary Council Meeting of Council held on 27 May 2021 be confirmed as a true record of the proceedings.

9.1 CHIEF EXECUTIVE OFFICER REPORTS

9.1	FINANCIAL STATEMENTS FOR THE MONTH ENDED 30 APRIL 1021
File No:	FIN/5-09
Appendix(s):	Appendices No. 1 and 2
Date:	25 May 2021
Responsible Officer:	DIRECTOR CORPORATE SERVICES

SUMMARY

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

BACKGROUND

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

The financial statements presented for each month consist of:

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

DETAIL

The Financial Statements for the month ended 30 April 2021 are attached at **Appendix No. 1** to this Item. The Tonnage Report for the 10 months to 30 April 2021 is attached at **Appendix No. 2**.

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

The estimates for Provisions for Amortisation of Cell Development, Capping and Post Closure expenditure are based on the estimated rates per tonne calculated with reference to estimated excavation cost of various stages of the landfill and the life of the landfill. An adjustment is made (if necessary) at the end of the year based on actual tonnages on a survey carried out to assess the “air space” remaining and other relevant information.

Summary of results for the year to date period ended 30 April 2021

	Actual	Budget	Variance
	t	t	t
Tonnes – Members	202,335	204,882	(2,547)
Tonnes – Others	20,579	11,866	8,713
TOTAL TONNES	222,914	216,748	6,166
	\$	\$	\$
Revenue – Members	41,552,556	42,000,978	(448,422)
Revenue – Other	4,384,870	3,386,010	998,860
TOTAL REVENUE	45,937,428	45,386,988	550,438
Expenses	48,429,642	47,767,578	(662,064)
Profit on sale of assets	56,441	9,232	47,209
Loss on sale of assets	-	-	-
Impairment of assets	-	-	-
NET DEFICIT	(2,435,775)	(2,371,358)	(64,417)

Commentary

Overall tonnages for the financial period ended 30 April 2021 were 6,166 tonnes more than budgeted, member councils bringing in less non processable waste than anticipated.

The net result variance against budget of (\$64,417) is mainly attributable to RRF expenditures abated by unbudgeted tonnages received in the commercial waste tenders.

RRF

The Resource Recovery Facility residue tonnes have delivered 47,965 tonnes in total to Tamala Park year to date.

Trade & Casuals

The Casual and Trade tonnages are 8,713 tonnes higher than forecast for the financial year to date, 7,755 tonnes attributable to the discounted rate waste tender.

VOTING REQUIREMENT

Simple Majority

RESPONSIBLE OFFICER RECOMMENDATION

That Council:

Receive the Financial Statements set out in Appendix No. 1 for the month ended 30 April 2021.

9.2	LIST OF PAYMENTS MADE FOR THE MONTH ENDED APRIL 2021
File No:	FIN/5-09
Appendix(s):	Appendix No. 3
Date:	25 May 2021
Responsible Officer:	Director Corporate Services

SUMMARY

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

COMMENT

The lists of payments for the month ended 30 April 2021 are at **Appendix 3** to this Item and are presented to Council for noting. Payments have been made in accordance with the delegated authority to the CEO which allows payments to be made between meetings. At the Ordinary Council Meeting held on 24 September 2020, the Council delegated to the CEO the exercise of its power to make payments from the Municipal Fund. In order to satisfy the requirements of Clause 13(2) of the Local Government (Financial Management) Regulations, a list of payments made must be submitted to the next Council meeting following such payments.

It should be noted that generally all payments are GST inclusive and the Mindarie Regional Council is able to claim this tax as an input credit when GST remittances are made each month to the Australian Tax Office.

Months Ended	Account	Vouchers	Amount
30 April 2021	General Municipal	Cheques	\$2,477.91
		EFT	\$6,563,774.94
		DP	\$184,635.99
		Inter account transfers	\$0.00
		Total	\$6,750,888.84

VOTING REQUIREMENT

Simple Majority

RESPONSIBLE OFFICER RECOMMENDATION

That Council:

Note the list of payments made under delegated authority to the Chief Executive Officer, for the month ended 30 April 2021.

9.3	BUDGET APPROVAL - FINANCIAL YEAR 2021/22
File No:	FIN/146
Appendix(s):	Appendix No. 4
Date:	28 May 2021
Responsible Officer:	Director Corporate Services

SUMMARY

The purpose of this item is to present the Budget for 2021/22 to the Council for approval and adoption.

BACKGROUND

The 2021/22 budget process commenced in April 2021 and included one workshop held with Councillors and Officers on 27 May 2021 before the Ordinary Council meeting held at the City of Stirling on the same day.

The underlying operating budget has been developed from a 'zero base' in discussion with the managers across the business and has been reviewed in detail to ensure that the Mindarie Regional Council (MRC) continues to deliver its current service offering in an efficient, cost effective manner and in line with the Waste Strategy 2030 and the MRC's Waste Plan.

At the Special Council Meeting of 20 August 2020, the following recommendation was passed by Council;

"That Council endorses the proposed change in gate fee setting process in relation to the MRC's governance costs, such that each member council will pay their equity share of these costs for the 2021/22 financial year".

Historically these costs have been apportioned using tonnages and included in the gate fee formula.

Some of the key points with regard to the 2021/22 budget include:

- Governance and Administration costs to be apportioned using equity share, and invoiced outside of the gate fee formula.
 - Member councils' gate fee to be set at \$213 per tonne excl. GST.
 - Non-members' gate fee to be set at \$214.70 per tonne excl. GST.
 - A decrease in expected Member tonnes from 189,178 to 165,845 tonnes (12.3%) based on information provided by the member councils.
 - No increase to the waste levy remaining at \$70 per tonne landfilled.
 - Operating expenditure decrease of \$3.3m to \$55.9m.
-

DETAIL

Budget 2021/22

The Budget for 2021/22 has been set to achieve a marginal surplus of \$109k.

Significant changes in year-on-year operating costs are outlined in more detail below:

Employee costs

Employee costs have decreased by \$1.2m due to changes in MRC's operating activities made in 2020/21 which saw the education service cease and the operation of the recycling and reuse shop being contracted out.

Consultants and contract labour

Consultants and contract labour has decreased by \$44k mainly due to reductions in contract labour as the MRC contracts out the operation of the reuse shop and recycling area.

Communications and public consultation

Communications and public consultation has decreased by \$125k due to the education service ceasing.

Plant and equipment operating/hire

Plant and equipment operating hire expenses have decreased by \$95k due to the increased focus on asset replacements in the recent years. The majority of major "yellow kit" or heavy plant now being under warranty.

RRF costs

The RRF costs have decreased by \$838k, consisting of the contractual indexed increase in the contractor's fees (\$162k) abated by the non-recurrence of one-off funding items from the 2020/21 budget (\$1m) for insurance and fixed operating costs catch up.

Depreciation

Depreciation has increased by \$15k due to the Tamala Park lease now being categorised as a Right of Use Asset in line with Accounting Standards.

DWER Waste Levy

The Department of Water and Environmental Regulation (DWER) waste levy expense has decreased by \$1.5m which primarily reflects the decrease in tonnes being landfilled for the year.

Tonnages

Approximately 165,845 tonnes (Mid-Year Budget 2020/21: 189,178 tonnes) of waste are expected to be delivered to the MRC by Member Councils during the course of the year.

Of this, 100,000 tonnes (Budget 2020/21: 100,000 tonnes) is expected to be diverted to the RRF, which will in turn generate 56,700 tonnes (Budget 2020/21: 56,700 tonnes) of residue which will be sent back to Tamala Park. The RRF waste diversion target is set at 43.3%, However, this may change as Councils amend their bin systems throughout the year.

Non-members are expected to deliver 14,500 tonnes (Budget 2020/21: 14,500 tonnes) to Tamala Park.

Capital Expenditure

The following capital expenditures have been included in the Budget for 2021/22:

New capital expenditures

		\$
Computer Equipment		206,000
Network security	20,000	
Laptop replacements	11,000	
RRF Server replacement	25,000	
UPS replacments	150,000	
Furniture and Fittings		10,000
Air conditioner replacements	10,000	
Plant and Equipment		1,131,000
Tractor and dinosaur water cart	265,000	
Hino bin truck	330,000	
Lighting Tower	50,000	
VW Amarok (CEO)	54,000	
Ford Everest (DCS)	49,000	
Skid steer loader	94,000	
Holden Colarado (OPS)	47,000	
Toyota Hilux (Workshop)	35,000	
Holden colorado (Grounds)	35,000	
Ford Ranger (Environmental)	35,000	
Isuzu Fire Truck	100,000	
Hook lift bins	37,000	
Land and Building		350,000
Transfer station improvement works	350,000	
Infrastructure (Incl. Landfill)		3,546,625
Compressor replacements	80,800	
Telemetry/Automation	30,000	
Gas well installations	31,000	
Airwell pump replacements	10,000	
Cell development landfil works	50,000	
Stage 2, Phase 2 capping	3,344,825	
Total New Capital Expenditure		5,243,625
Bought forward Capital expenditure		47,000
MS Dynamics ledger project	47,000	
Total Capital Expenditure for 2021/2022		5,290,625

Reserves

The revised Cash Backed Reserves with the projected balances at 30 June 2022 are expected to be as follows:

Site rehabilitation Reserve

Estimated balance at 30 June 2022: \$15,533,037

Purpose: *To be used to fund post closure site rehabilitation costs associated with the Tamala Park landfill site.*

A transfer of \$394,840 to this reserve is anticipated during the course of the 2021/22 financial year with no anticipated drawdowns on the reserve.

This will result in a funded reserve of approximately \$15.5m to cover an estimated post closure liability of approximately \$22m. Any unfunded portion of the post closure liabilities will need to be funded over the remaining life of the landfill. The shortfall in funding may also be addressed as discretionary capital expenditure for the landfill is reconsidered.

Reserve for Capital Expenditure

Estimated balance at 30 June 2022: \$53,945

Purpose: *To be used to fund the ongoing capital expenditure requirements.*

A transfer of \$2,900,000 to this reserve is anticipated during the course of the year with drawdowns to fund capital expenditures.

Carbon Abatement Reserve

Estimated balance at 30 June 2022: \$491,076

Purpose: *To be used to fund carbon abatement projects.*

MRC plan to investigate future projects within year.

RRF Maintenance Reserve

Estimated balance at 30 June 2022: \$1,397,524

Purpose: *To be used to fund RRF maintenance obligations.*

A transfer of \$250,000 to this reserve is anticipated during the course of the 2021/22 financial year as per the maintenance deed.

Funding Plan

- Operational expenditures will be funded from the proceeds of the Members' and Non-members' gate fees.
- Capital Expenditure will be funded from the Capital Expenditure Reserve.

SUMMARY OF APPENDICES

Attachment to this Item is as follows:

- Appendix No. 4 – Statutory Budget and Supplementary Information

CONSULTATION

One workshop for Councillors and Officers was conducted on 27 May 2021 to discuss the 2021/22 Budget. The participants indicated that they did not feel a second budget workshop was required. Feedback from the workshop has been taken into account in compiling this final draft of the budget.

STATUTORY ENVIRONMENT

Budget approval is required by end of August 2022 in accordance with section 6.2 of the Local Government Act 1995 (as amended).

Modifications of existing reserves and creation of new reserves is done in compliance with section 6.11 of the Local Government Act 1995 (as amended).

POLICY IMPLICATIONS

The 2021/22 budget process is consistent with existing MRC policy.

FINANCIAL IMPLICATIONS

The Members' gate fee will be set at \$213 per tonne (excluding GST) for the 2021/22 financial year.

The Non-members' gate fee will be set at \$214.70 per tonne (excluding GST) for the 2021/22 financial year.

An estimated surplus of \$109k is budgeted for the 2021/22 financial year.

Capital expenditure of \$5,290,625 is budgeted for the 2021/22 financial year.

STRATEGIC IMPLICATIONS

The Budget for 2021/22 has been derived from the MRC's Strategic Community Plan, the Corporate Business Plan, the Asset Management Plan, the Workforce Plan and the 20-year Financial Plan and is consistent with these documents, in compliance with section 6.2(2) of the Local Government Act 1995 (as amended). The budget also takes into account the MRC's Waste Plan.

In developing the 2021/22 budget, the funding required for the activities outlined in the Corporate Business Plan have been taken into account.

VOTING REQUIREMENT

Absolute Majority

ADDITIONAL COMMENTS

Subsequent to the budget workshop held on 27 May 2021, the following adjustments have been made to the budget:

- Capital Expenditure: \$258,900 adjustments across infrastructure and plant and equipment, namely replacement of tractor and water cart.
- Reserves: Capital expenditure reflected to adjust for above.
- Post closure accretion expense has been adjusted to take into account uplifts in the provision

The Members' gate fee has been increased by \$3 to \$213 for the impacts of these changes.

RESPONSIBLE OFFICER RECOMMENDATION

That Council:

- (i) adopt the Budget for the Mindarie Regional Council for 2021/22 financial year
- (ii) endorse the on-going strategy of deferred payment of operational surpluses, as approved by Council at its August 2005 meeting, for the 2005/06 financial year and future years to meet its on-going capital requirements
- (iii) Approve the Capital Budget Program of \$5,290,625 for 2021/22 as follows:

New capital expenditures

	\$
• Buildings	350,000
• Office furniture and equipment	10,000
• Computer equipment	206,000
• Plant and equipment and vehicles	1,131,000
• Infrastructure	<u>3,546,625</u>
	5,243,625
Add: Bought forward capital expenditures	
• Computer equipment	<u>47,000</u>
Total Capital expenditure	5,290,625

- (v) approve that \$349,840 will be transferred from the Operating Surplus to the Site Rehabilitation Reserve.
- (vi) approve that \$2,900,000 be transferred from the Reserve for Capital Expenditure to Operating Surplus to fund capital expenditures.
- (vii) Approve that \$250,000 will be transferred Operating surplus to the RRF Maintenance reserve
- (viii) approve that any funds required for carbon abatement projects be transferred from the Carbon Abatement Reserve to the Operating Surplus.
- (ix) approve that all interest earned on cash funds associated with cash-backed reserves will not be credited to the respective reserves.

(Absolute Majority Required)

10 MEMBERS INFORMATION BULLETIN – ISSUE NO. 61

RESPONSIBLE OFFICER RECOMMENDATION

That the Members Information Bulletin Issue No. 61 be received.

11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

12 URGENT BUSINESS

13 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

14 MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

This report is Confidential and dealt with in a confidential session, under Section 5.23 (2) (c) of the *Local Government Act 1995* as the report deals with a matter where a contract may be entered into.

14.1 MRC MAJOR LAND TRANSACTION

File No:	GF-20-0001335
Attachment(s):	
Date:	14 June 2021
Responsible Officer:	Chief Executive Officer

LATE ITEM

THIS REPORT IS CONFIDENTIAL AND NOT FOR PUBLIC VIEWING

TO BE SENT UNDER SEPARATE COVER TO MRC COUNCILLORS AND MEMBER COUNCIL CEOs and PWG MEMBER COUNCIL OFFICERS

This report is Confidential and dealt with in a confidential session, under Section 5.23 (2) (c) of the *Local Government Act 1995* as the report deals with a matter where a contract may be entered into.

14.2 CEO CONTRACT

File No:	GF-21-0001615
Attachment(s):	
Date:	11 June 2021
Responsible Officer:	Chief Executive Officer

LATE ITEM

THIS REPORT IS CONFIDENTIAL AND NOT FOR PUBLIC VIEWING

TO BE SENT UNDER SEPARATE COVER TO MRC COUNCILLORS.

15 NEXT MEETING

The next Ordinary Council meeting to be held on Thursday 12 August 2021 at the Town of Cambridge commencing at 6.30 pm.

16 CLOSURE
